

CITY OF HAYS COMMISSION MEETING
THURSDAY, MAY 8, 2014 – 6:30 P.M.
AGENDA

1. Call to order by Chairperson.
2. **MINUTES**: Consider approval of the minutes from the regular meeting held on April 24, 2014. (PAGE 1)
3. **CITIZEN COMMENTS**: (non-agenda items).
4. **CONSENT AGENDA**: (Items to be approved by the Commission in one motion, unless objections are raised).
Mayoral Appointments for Approval: Airport Advisory Committee, Hays Area Planning Commission, Hays Beautification Committee and Hays Public Library Board (PAGE 7)

UNFINISHED BUSINESS

(No business to review)

NEW BUSINESS

5. **SKATE PARK EXPANSION/IMPROVEMENT REQUEST FROM THE WESTERN KANSAS SKATE PARK COMMITTEE**: Consider approving the general concept of expanding/improving the current skate park at Aubel-Bickle Park and allowing the Western Kansas Skate Park Committee to solicit donations toward the project. (PAGE 15)
6. **13TH STREET (MAIN TO MILNER)**: Consider authorizing staff to solicit an engineering firm to proceed with design for the reconstruction of 13th Street from Main to Milner to include the base option, storm sewer improvements, water service upgrades, and Alternate A. (PAGE 23)
7. **2014 WATERLINE IMPROVEMENTS (HICKORY AND ASH) – AWARD OF BID**: Consider authorizing the City Manager to enter a contract with Stripe and Seal for waterline improvements on Hickory and Ash from 27th Street to 29th Street, to be funded from the Water and Sewer Capital Reserve Fund. (PAGE 41)
8. **2014 WATERLINE IMPROVEMENTS (ELM STREET FROM FORT TO 4TH STREET) – AWARD OF BID**: Consider authorizing the City Manager to enter a contract with APAC-Kansas, Inc. for waterline improvements on Elm Street from Fort Street to 4th Street, to be funded from the Water and Sewer Capital Reserve Fund. (PAGE 49)
9. **LEAK DETECTION SERVICES – AWARD OF CONTRACT**: Consider authorizing the City Manager to enter into a contract with Wachs Water Services for leak detection services. (PAGE 57)

10. **CITY COMMISSION REPRESENTATIVE ON ELLIS COUNTY COALITION BOARD:**
Determine who will be the City Commission representative on the Ellis County Coalition Board. (PAGE 93)
11. **REPORT OF THE CITY MANAGER** (PAGE 95)
12. **COMMISSION INQUIRIES AND COMMENTS**
13. **EXECUTIVE SESSION (IF REQUIRED)**
14. **ADJOURNMENT**

ANY PERSON WITH A DISABILITY NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT THE CITY MANAGER'S OFFICE 48 HOURS PRIOR TO THE SCHEDULED MEETING TIME. EVERY ATTEMPT WILL BE MADE TO ACCOMMODATE ANY REQUESTS FOR ASSISTANCE.

MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON APRIL 24, 2014

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Thursday, April 24, 2014 at 6:30 p.m.

Roll Call: Present: Henry Schwaller IV
Eber Phelps
Shaun Musil
Ron Mellick
Kent Steward

Chairperson Schwaller declared that a quorum was present and called the meeting to order.

2. MINUTES: There were no corrections or additions to the minutes of the regular session held on April 10, 2014; the minutes stand approved as presented.

3. FINANCIAL STATEMENT: Finance Director Kim Rupp reported that month-to-date general fund sales tax collections were at \$555,681 which is a decrease of \$5,373 as compared to last year. This puts the year-to-date general fund sales tax collections down -\$37,527 or -2.00%.

The Finance/City Clerk's Office invested \$2,000,000 of maturing or renewing certificates with a weighted average interest rate of .21%. The portfolio of certificates of deposit on March 31, 2014 totaled \$53,550,000 with a weighted average interest rate of .23%. The total balance of the Money Market account on March 31, 2014 was \$1,000,000 with a current yield of .20%. Total investments are up \$1,250,000 when compared to this time last year.

Ron Mellick moved, Shaun Musil seconded, that the Financial Statement for the month of March, 2014 be approved.

Vote: Ayes: Henry Schwaller IV
Eber Phelps
Shaun Musil
Ron Mellick
Kent Steward

4. CITIZEN COMMENTS: There were no comments.

5. CONSENT AGENDA:

A. Approve the Cereal Malt Beverage Licenses for AI's Chickenette and Downtown Hays Development Corporation (Blues & BBQ).

B. Approve the following mayoral appointments:

CARE Council

Michael Billinger – two-year term to expire on March 1, 2016

Olga Detrixhe – two-year term to expire on March 1, 2016

Hays Housing Authority Board

Sue Rouse – four-year term to expire February 14, 2018

Hays Public Library Board

Katherine Wolfe – unexpired term to expire April 30, 2016

Sister Cities Advisory Board

Ang Robson – unexpired term to expire January 1, 2015

Eber Phelps moved, Ron Mellick seconded, that the items on the consent agenda be approved.

Vote: Ayes: Henry Schwaller IV
Eber Phelps
Shaun Musil
Ron Mellick
Kent Steward

Mayor Schwaller presented the following proposed appointments which will be presented for approval at the May 8, 2014 Commission meeting:

Airport Advisory Committee

Errol Wuertz – three-year term to expire April 30, 2017

Hays Area Planning Commission

Justin McClung – three-year term to expire April 30, 2017

Kris Munsch – three-year term to expire April 30, 2017

Hays Beautification Committee

Dorothy McRae – three-year term to expire August 1, 2017

Hays Public Library Board

David Goodlett – four-year term to expire April 30, 2018

Kathleen Schukman – four-year term to expire April 30, 2018

NEW BUSINESS

6. EXTENSION OF CONTRACT SEWER CLEANING AGREEMENT: The Utilities Department initiated a multi-year program to clean sewer lines in 2013. Bids were solicited with a contract document that had a provision for contract annual renewal. Mayer Specialty Service, LLC was chosen in 2013 at \$1.19 per linear foot. In the summer of 2013 they cleaned and videoed 19 miles of sewer. Staff was very pleased with the work. Mayer Specialty has agreed to continue the contract with a 1.5% increase from \$1.19 to \$1.21 per foot for 2014.

Eber Phelps moved, Shaun Musil seconded, to extend the 2013 contract for sewer cleaning and videoing to 2014 by Mayer Specialty Services, LLC at \$1.21 per linear foot not to exceed \$120,000, to be funded from Wastewater Other Contractual Services.

Vote: Ayes: Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

Kent Steward

7. BIKE HAYS KDOT AGREEMENTS FOR BICYCLE PAVEMENT MARKINGS AND PEDESTRIAN – BICYCLE PATH:

In 2013, the City of Hays was notified of funding from the Kansas Department of Transportation for the Bike Hays plan

which includes an on-street system and levee multipurpose trail. The project is at a significant point that it now requires an agreement acknowledging both entities' financial commitment and understanding of KDOT as the project administrator.

The construction and inspection costs are projected at \$983,000. The State is responsible for \$589,800 and the City \$393,200. The City Commission has allocated necessary funding for the local match. Staff recommends approval of the agreement to proceed with the project.

Ron Mellick moved, Kent Steward seconded, to approve the agreement with the Kansas Department of Transportation for the Bike Hays pavement marking system and pedestrian – bicycle path.

Vote: Ayes: Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

Kent Steward

8. TAXI LICENSE APPLICATION – YADDAY ENTERPRISES, LLC

(CONVENIENCE CAB): Marlin Daubert and Skyler Yost have applied for a Taxicab License under the name of Yadday Enterprises, LLC dba Convenience Cab. They currently do not have vehicles purchased or drivers hired and are waiting for approval to move ahead. They anticipate purchasing a minimum of two minivans which will carry six to seven passengers.

Shaun Musil moved, Kent Steward seconded, to approve the Taxi License for Yadday Enterprises, LLC dba Convenience Cab.

Vote: Ayes: Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

Kent Steward

9. PROGRESS REPORT: Assistant City Manager Paul Briseno presented a monthly report on various projects and activities in the City of Hays.

10. REPORT OF THE CITY MANAGER: City Manager Toby Dougherty wanted to remind everyone of the Hays Dog Park Grand Opening on Saturday, April 26, 2014 from 10:00 a.m. to 2:00 p.m.

11. COMMISSION INQUIRIES AND COMMENTS: Commissioner Steward commented that several Commissioners attended the Russell Council meeting on April 15, 2014 to discuss Russell's support for the R9 Development Project. It was suggested at the meeting to consider bringing water from Cedar Bluff to Hays and Russell as a short term solution to our water needs. Commissioner Steward asked that this item be placed on the agenda at the next work session for discussion.

Commissioner Mellick wanted to clarify that the Hays Dog Park was paid for by the Friends of the Hays Dog Park and not with City funds.

Commissioner Musil asked where we are at with educating in the schools about water conservation. City Manager Toby Dougherty stated we will put together presentation ideas and present it to the School District staff for their approval.

Commissioner Phelps commented that it was a great idea to include City Hall in the Art Gallery Walk. He also would like to see us deal with the drought in a positive manner and get the education program going.

Mayor Schwaller commented that Al's Chickenette is 65 years old and it is his privilege to sign a Proclamation stating that this Saturday is Al's Chickenette Day.

The meeting was adjourned at 7:10 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 4

MEETING DATE: 5-8-14

TOPIC:

Mayoral Appointments for Approval

ACTION REQUESTED:

Consider approving Mayoral appointments to the Airport Advisory Committee, Hays Area Planning Commission, Hays Beautification Committee, and Hays Public Library Board.

NARRATIVE:

The following appointments were recommended at the April 24, 2014 City Commission meeting and are now being presented for approval.

Airport Advisory Committee

Errol Wuertz – 3-year term to expire 4-30-17 (5th term)

Hays Area Planning Commission

Justin McClung – 3-year term to expire 4-30-17 (1st term)
Kris Munsch – 3-year term to expire 4-30-17 (1st term)

Hays Beautification Committee

Dorothy McRae – 3-year term to expire 8-1-17 (1st term)

Hays Public Library Board

David Goodlett – 4-year term to expire 4-30-18 (3rd term – nonconsecutive)
Kathleen Schukman – 4-year term to expire 4-30-18 (1st term)

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Mayor Schwaller

ADMINISTRATION RECOMMENDATION:

N/A

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Applications

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: ewuertz@ruraltel.net

Date: 3/12/2014

Name: Errol Wuertz

Address: 2720 Barclay Drive

Day Time Phone Number: 785-621-7272

Evening Phone Number: 785-625-2128

Place of Employment: Heartland Realty of Hays, LLC

How long have you been a Resident of Hays: 47 years

Name of Board(s) you are interested in serving on: Airport Advisory Board

How much time could you devote per month: As much as needed.

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: I am interested in making sure that Hays has a viable airport to provide transportation to residents and as a reason for industry to locate here.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: Ellis County Space needs committee, member of the Hays Chamber of Commerce Ambassadors, 2012 Comprehensive Plan Steering committee, and the airport advisory board.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: jwmcclung@gmail.com

Date: 4/9/2014

Name: Justin McClung

Address: 1005 W. 36th

Day Time Phone Number: 785-650-4110

Evening Phone Number: 785-650-4110

Place of Employment: Nex-Tech

How long have you been a Resident of Hays: 15 years

Name of Board(s) you are interested in serving on: Hays Area Planning Commission

How much time could you devote per month: As much as needed.

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: I have been interested in civic leadership and thought this would be a good way to continue getting involved. I plan on living in Hays for the long run so why not get more involved?

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: I have been on the Hays Sunrise Rotary board since its inception. I am currently the Past President. I took over as the Hays High Tennis coach when they lost their coach and didn't have a viable alternative. I am a member of the Hays Area Konza Club. Most recently I took part in the Hays Startup Weekend as a Judge.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: kgmunsch@fhsu.edu

Date: 4/23/2014

Name: Kris G. Munsch

Address: 415 West 17th

Day Time Phone Number: 913-594-1674

Evening Phone Number: 913-594-1674

Place of Employment: Fort Hays State University

How long have you been a Resident of Hays: I've lived in Hays now a total of 19 years

Name of Board(s) you are interested in serving on: Hays Area Planning Commission

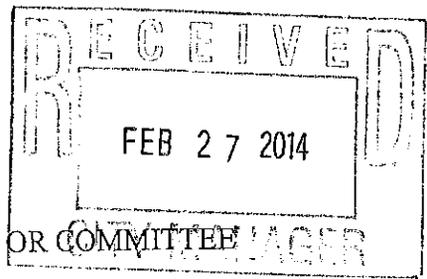
How much time could you devote per month: What's needed to do the job right.

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: I would like to give back to our community and I teach Construction Management at FHSU. It would be a good learning experience.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: Serve on the State Board of Kansas Appraisers Serve on the Ellis County Habitat for Humanity Board Serve on numerous committees at FHSU



CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

NAME: Narathy McRae

ADDRESS: 302 West 21st St Hays

DAY TIME PHONE NUMBER: 625-9126 EVENING PHONE NUMBER: 625-9126

E-MAIL ADDRESS: None - leave message

PLACE OF EMPLOYMENT: Retired

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? June 1961

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON: City of Hays Beautification Com.

HOW MUCH TIME COULD YOU DEVOTE PER MONTH? whats necessary..

ARE YOU RELATED TO ANYONE WHO IS CURRENTLY SERVING ON A BOARD/COMMITTEE? No

IF YES, EXPLAIN: _____

BRIEFLY DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMITTEE FOR THE CITY OF HAYS. I see some areas that need attention. Nothing invites people to a city ^{more} than a pleasant & attractive city.

PLEASE LIST ANY GROUPS OR ACTIVITIES THAT YOU PARTICIPATE IN, OR HAVE PREVIOUSLY PARTICIPATED IN, THAT DEMONSTRATE YOUR INVOLVEMENT IN THE COMMUNITY.

Extension Education Board (elected)
Buckeye Family & Community Education (FCE)
Work part time at Northglia Antiques.

SIGNATURE: Narathy McRae DATE: 2/27/14

Thank you for your interest in serving on a Board/Commission. It is rewarding to see individuals who are willing and able to commit their time and energy to make the City of Hays a better place to work, live and play.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

NAME: David Goodlett

ADDRESS: 2715 Hickory

DAY TIME PHONE NUMBER: 785-628-4248 EVENING PHONE NUMBER: 785-650-0460

E-MAIL ADDRESS: dgoodlet@fhsu.edu

PLACE OF EMPLOYMENT: Fort Hays State University

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? 15 years

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON: Hays Public Library Board
of Trustees

HOW MUCH TIME COULD YOU DEVOTE PER MONTH? However much is necessary

ARE YOU RELATED TO ANYONE WHO IS CURRENTLY SERVING ON A BOARD/COMMITTEE? No

IF YES, EXPLAIN: _____

BRIEFLY DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMITTEE FOR THE CITY OF HAYS. Because I love libraries in general, and this one in particular.

PLEASE LIST ANY GROUPS OR ACTIVITIES THAT YOU PARTICIPATE IN, OR HAVE PREVIOUSLY PARTICIPATED IN, THAT DEMONSTRATE YOUR INVOLVEMENT IN THE COMMUNITY. Hays Public Library Board of Trustees

SIGNATURE: David Goodlett DATE: 4/13/12

Thank you for your interest in serving on a Board/Commission. It is rewarding to see individuals who are willing and able to commit their time and energy to make the City of Hays a better place to work, live and play.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: kmschukman@aol.com

Date: 4/3/2014

Name: Kathleen Schukman

Address: 503 W. 35th St., Hays, KS

Day Time Phone Number: 785-259-2558

Evening Phone Number: 785-259-2558

Place of Employment: retired

How long have you been a Resident of Hays: 40 years

Name of Board(s) you are interested in serving on: Hays Public Library Board

How much time could you devote per month: since I'm retired, whatever is needed

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: I think that the Hays Public Library is one of our city's greatest resources, and I am interested in their programs and activities. As a former English teacher I know the value of libraries and their workers, both of which Hays can be very proud.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: Hays Arts Council (former board member), Hays Kiwanis (board member), FHSU Alumni Association

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 5

MEETING DATE: 5-8-14

TOPIC:

Skate Park Improvements/Expansion

ACTION REQUESTED:

The Western Kansas Skate Park Committee (WKSC) is requesting approval of the general concept of expanding/improving the current skate park at Aubel-Bickle Park and allowing the Western Kansas Skate Park Committee to solicit donations towards expansion/improvements to the skate park.

NARRATIVE:

The existing skate park was built in the mid 1990's and is inadequate by today's standards. The skate park was built along with the roller hockey rink which is located adjacent to the skate park. After years of non-use, the plywood walls of the roller hockey rink were removed and the space was opened up for skaters to use. There are no obstacles or apparatuses located on the large concrete area where the roller hockey rink was previously located. The existing concrete is in good shape and could be used for partial expansion. The estimate for the total project is \$250,000.00.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
Jeff Boyle, Director of Parks

ADMINISTRATION RECOMMENDATION:

As Director of Parks, I recommend approval of the general concept for skate park improvements and expansion as well as approval for the WKSC to begin soliciting donations towards the project.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Memo from the Director of Parks
Letter of request
Aerial photo of the existing skate park with possible areas for expansion.
Examples of probable designs that can be constructed for approximately \$250,000

Commission Work Session Agenda

Memo

From: Jeff Boyle, Director of Parks

Work Session: May 1, 2014

Subject: Skate Park Expansion/Improvements

Person(s) Responsible: Jeff Boyle, Director of Parks

Summary

The Western Kansas Skate Park Committee (WKSC) is requesting support from the City Commission to pursue possible expansion/improvements to the existing skate park at Aubel-Bickle Park. The existing skate park was built in the mid 1990's and is inadequate by today's standards. Improvements/expansion to this facility is a viable and necessary project. The estimate for the total project is \$250,000.00. It is highly possible to improve the existing facility in smaller, more affordable increments, if necessary. The WKSC is requesting approval of the general concept of expanding/improving the current skate park at Aubel-Bickle Park and allow the Western Kansas Skatepark Committee to solicit donations towards expansion/improvements to the skatepark.

Background

The current skate park is a basic skate park that was constructed in the mid 1990's. The skate park was built along with the roller hockey rink that is located adjacent to the skate park. Funding for the original project was provided mostly through donations (private and business donations) but also included assistance from the Hays Recreation Commission and the City of Hays. The skate park utilizes approximately 40% of the 16,800 square feet that was built and the roller hockey rink occupies approximately 60% of the space. After years of non-use, the plywood walls of the roller hockey rink were removed and the space was opened up for skaters to use. There are no obstacles or apparatuses located on the large concrete area where the roller hockey rink was previously located. The existing concrete is in good shape and could be used for partial expansion.

Discussion

City Staff has been approached by Jordan Rome and Derek Hadley of the Western Kansas Skate Park Committee about the possibility of expanding/improving the Aubel-Bickle Skate Park. In order to make things happen, the group is requesting permission to solicit donations for the project. The WKSC is requesting to have all donations deposited with and accounted for by the City of Hays. City Staff agrees that improvements need to be made at the skate park, but have not been able to identify the necessary funds during the budget process. Examples of numerous skate park plans have been reviewed and the WKSC suggests a total plan cost of around \$250,000.00. This amount would be the

expected total cost for all improvements being requested. It should be noted that it is possible to complete the project in phases as funds become available. Having a nice skate park provides a location for users to go and should reduce the desire to use structures, such as benches in downtown Hays, for skating purposes. The City of Hays Parks Department will be in charge, directing all aspects of future skate park expansion/improvements including all bid documents, specifications and construction oversight. Additionally, City Staff will bring this item back to the City Commission for approval prior to any work being completed.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

The approximate cost to construct a skate park that would meet the needs of the skaters, as proposed by the Western Kansas Skate Park Committee, is approximately \$250,000.00. The city does not have these funds readily available. City staff has targeted the skate park for incremental improvements in the coming budget years, but the amount of funds would not come close to the \$250,000 needed for a full expansion. . The WKSC is requesting permission to solicit donations for the project. The group is also requesting to have all donations deposited with and accounted for by the City of Hays.

Options

The WKSC is requesting support of the City Commission for the general concept of expanding/improving the current skate park at Aibel-Bickle Park . The City Commission has the following options:

- Option 1: Approve the general concept and request from the Western Kansas Skate Park Committee to pursue the possibility of expansion/improvements to the existing skate park at Aibel-Bickle Park and allow them to begin seeking donations towards the project.
- Option 2: Direct City Staff to explore other options.
- Option 3: Direct City Staff to continue operating the existing skate park as is.

Recommendation

City Staff recommends approval of the expansion concept and authorization to WKSC to begin soliciting funds for the project. .

Action Requested

Approve the general concept of expanding/improving the current skate park at Aibel-Bickle Park and authorize the Western Kansas Skatepark Committee to solicit donations towards expansion/improvements to the skatepark.

Supporting Documentation

- Letter of request
- Aerial photo of the existing skate park with possible areas for expansion.
- Examples of probable designs that can be constructed for approximately \$250,000.

Western Kansas Skate Park Committee
Hays, KS 67601 – 785-650-9760 – wekansate@gmail.com
4/16/14

Dear City of Hays,

Building upon the success of existing recreational opportunities within the city of Hays, it is important and timely to take a closer look at the needs of youth and the variety of **non-structured** play and sports available to local residents. Consistent with U.S. cities across the nation, many of Hays's youth are engaging in non-structured athletic pursuits and '**action sports**'. Commonly defined as wheeled sports; relating to skateboarding, BMX'ing, aggressive in-line skating, and scooter riding. Action sports are the fastest growing area of recreation across America with more than 15 million participants (5% of the U.S. population). Action sports take place on hard surfaces either within sanctioned park facilities, commonly termed 'skate park', or within the urban landscape of a city.

The issue of renovation and updating of the skate park facility built in 1996/97 in Hays has been discussed for a number of years. In 2012, locals including Derek Hadley, Jordan Rome and Jesse Jensen, who have been a part of Hays's action sports community for 20 years, formed the Western Kansas Skate Park Committee (WKSC). They reviewed existing park infrastructure, examined the user group, and formed an opinion on the current need for action sports facilities within the city. It was indicated that the existing skate park facility, located in the Aabel-Bickel park, was very well used by the community. It was observed, that although the facility is well utilized, it was more or less deemed to **not** be effectively serving the number of people participating in actions sports. This is largely due to crowding because of the small size of the park. Analysis using current local and national sports and activity trends (2009 Census Bureau report, 2013 Sports, Fitness, & Leisure Activity Topline Participation Report, local survey) has since supported the conclusion that the current skate park facility size does not meet the spatial requirements for the number of users in Hays. Most of them have no choice but to ride in hazardous areas of the city.

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In all, it was determined that a projected total user group of approximately 1,050 people (5% of population) participate in action sports in the city of Hays throughout the year. The daily active user group is only 25% of that total, 263 people. On any given day, weather permitting, these people are participating in actions sports somewhere in Hays. This projection includes people within the age demographic of 6 and up. Utilizing this conservative 'filter' to determine how many actions sports participants are active at any given time, it was determined that the City of Hays should strive to accommodate a **minimum user group of 50% of the total (130 users)** within a sanctioned facility. The minimum amount of safe space per user is 150 square feet according to statistical data. Calculating the required safe area for each participant, it was determined that a minimum of 17,000 sq.ft. to 20,000 sq.ft. of usable area for actions sports is needed within the city of Hays to meet the current need.

There is approximately 6,000 sq.ft. of existing skate park terrain available for use at the Aabel-Bickel park. There is a significant 'gap' between the provision of park space and the current need. The WKSC estimates that at this time the Hays skate park, at the current park's maximum safety capacity, is providing for approximately **15% of the daily active user group, which is only 40 users out of 263**. Future goals should consider expanding the skate park terrain into the unused hockey court to the south and expand

the footprint to the west to accommodate at least 50% of the active user group (130 users). The renovation of the vacant hockey court would be an excellent use of the space considering there is already a foundation of concrete surface to build upon. Expanding the concrete footprint to the west would allow other types of terrain to be incorporated seamlessly with the rest of the park and cater to more types of riders. The space to the west was proposed years ago, when the Aibel-Bickel land was renovated, to be available for a future skate park expansion project.

The WKSC's consulting team recommends, with their help, the following actions to accommodate **action sports** in Hays within the next 2 years (2014-2016):

1. WKSC request permission to start collecting donations for a design phase ASAP and request the city provide a format to hold collections.
2. After appropriate funds are collected a professional design group or skate park contractor could be contracted to survey the proposed site for expansion to produce a definitive budget amount.
3. After a definitive budget is reached the WKSC will seek in-kind donations from local contractors for building materials and equipment.
4. The goal is to update the current skate park area and expand new terrain into the vacant hockey court as well as the footprint to the west to accommodate bowl terrain. Ensure that the skate park is approximately 20,000 square feet by adding an additional 7,000 to 10,000 square feet of street and bowl elements to the existing park to accommodate a minimum of 50% of the active user group, creating a community of participants within a safe environment.

The skate park has proven to consistently be a high traffic area for the past two decades with minimal maintenance or update and is as popular as ever. The two skateboarding events per year that have been held in the spring and fall since 1998 have attracted over 150 to 200 local and non-local people to the park at each event, well over maximum safety capacity of 40 users at one time. The Western Kansas Skate Park Committee also acknowledges the effort put out by local youth who raised funding when the skate park was first built in '96, and recommends the City of Hays address an update to one of its most frequented parks.

A significant part of the population participates in actions sports. Much like popular ball sports it is a necessity, not a luxury, for the city to provide a properly sized facility since there are no other legal areas for people to participate in action sports in the city. When a city doesn't have a properly sized skate park, the city becomes the skate park.

Having consistent traffic for almost two decades shows the importance of this type of park for the Hays community. As people come and go, as they age, and as trends rise and fall there is proven consistency that the action sports community in Hays is hardly affected by change or time. These sports are here to stay and the skate park has been used to benefit not only the local youth and families but also attract people from surrounding communities for the past 18 years. We feel it is time for an update.

Sincerely, Western Kansas Skate Park Committee





CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 6

MEETING DATE: 5-8-14

TOPIC:

13th Street, Main to Milner

ACTION REQUESTED:

Authorize staff to solicit an engineering firm to proceed with design for the reconstruction of 13th Street from Main to Milner to include the Base Option, Storm Sewer Improvements, Water Service Upgrades, and Alternate A.

NARRATIVE:

The 2012 Comprehensive Plan Update identified 13th Street from Main Street to Milner as an entry corridor to downtown that needs improvement. \$1.5 million has been set aside in a capital project fund for the reconstruction of these four blocks of 13th Street. Driggs Design Group has developed concept plans and cost estimates; stakeholders along the project were contacted; a public information meeting was held; and a presentation made to the Downtown Hays Development Corporation (DHDC) Board. The City Commission is being asked to consider staff's recommendation for additional funds and authorize solicitation of engineering design services.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
I.D. Creech, Director of Public Works

ADMINISTRATION RECOMMENDATION:

Staff recommends the City Commission consider the following:

- Base Option with the \$1.5M already set aside,
- Stormwater improvements funded from Stormwater Management,
- Water Service upgrades funded from Water/Sewer Capital
- Alternate A, which would accomplish a full replacement of all the pavement on 13th Street from Main to Milner including curb and sidewalk funded with excess capital funds
- Staff has no recommendation on other amenities

COMMITTEE RECOMMENDATION(S):

The Downtown Hays Development Corporation board of directors was provided the opportunity to priorities options and amenities. The board recommended Alternate A as their number one priority.

ATTACHMENTS:

Staff Memo
Base Plan plus Add Alternates
Survey Results
Memos from Utilities Director and Stormwater Superintendent

Commission Work Session Agenda

Memo

From: John Braun, Assistant Director of Public Works

Work Session: May 1, 2014

Subject: 13th Street, Main to Milner - Update

Person(s) Responsible: Toby Dougherty, City Manager
I.D. Creech, Director of Public Works

Summary

The 2012 Comprehensive Plan Update identified 13th Street from Main Street to Milner as an entry corridor to downtown that needs improvement. \$1.5 million has been set aside in a capital project fund for the reconstruction of these four blocks of 13th Street. Driggs Design Group has developed concept plans and cost estimates; stakeholders along the project were contacted; a public information meeting was held; and a presentation made to the Downtown Hays Development Corporation (DHDC) Board. The City Commission is being asked to consider staff's recommendation for additional funds and authorize solicitation of engineering design services.

Background

At the September 26, 2013 City Commission meeting, \$1,500,000 was transferred from Financial Policy Projects to a Capital Projects fund to finance the cost of engineering and construction to improve 13th Street from Main to Milner. Subsequently, Driggs Design Group (DDG) was hired to develop concept plans and cost estimates.

During the Concept Planning stage, DDG assessed the site, collected data, developed concepts, and calculated estimates of cost. DDG and city staff contacted stakeholders along the project, and a public information meeting was held on March 5, 2014 to present details of the project and solicit comments. Subsequently, surveys were mailed to all property owners along the corridor, and a presentation was made to the DHDC.

Discussion

As a result of the concept planning stage, DDG has determined the \$1.5M allocated only allows for a limited amount of reconstruction, which consists of replacing the driving lanes and reconstructing the intersections. **A detail of that concept is attached.**

During the site assessment, it became apparent that that replacing the storm sewer and water services is a prudent and necessary as part of this project. The cost to reconstruct storm sewer and water services would come from their respective funding sources.

DDG prepared cost estimates for other amenities such as additional curb and sidewalk replacement, brick pavement, brick crosswalks, decorative street lighting, landscape planters, and traffic signal upgrades; however, adding any of those to the project would exceed the \$1.5M budget. **See attached concepts and cost estimates.**

City Staff and DDG presented Options to the DHDC Board on April 9th and solicited their input. The DHDC's first two priorities for additional amenities matched those of the adjacent property owners with Alternate A- Replace all curb and sidewalk being number one and Alternate F – Upgrade Traffic Signal being number two. **See attached summary of Survey Results.**

Adequately demonstrating the options for amenities within this memo would be difficult; therefore, Buck Driggs of DDG will be present at the May 1, 2014 work session to present the options along with the details of his assessment, the results of the survey, and to solicit comments and direction from the City Commission.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

At the September 26, 2013 City Commission meeting, \$1,500,000 was transferred from Financial Policy Projects to a Capital Projects fund to pay the cost of engineering and construction of this project.

The most economical cost estimate (Base Option) has a cost, including engineering, of **\$1,498,208.**

The preliminary cost estimate for Storm Sewer improvements is **\$302,198.** This would need to be funded from the Stormwater Management Fund. Please see memo of funds availability from Stormwater Superintendent, Nick Willis.

The preliminary cost estimate to upgrade Water Services is **\$39,688.** This would need to be funded from Water/Sewer Capital. Please see memo of funds availability from Utilities Director, Bernie Kitten.

Other amenities or Add Alternates being presented, but currently unfunded include:

- | | |
|---|-----------|
| • A – Additional Curb, Sidewalk & Parking | \$204,000 |
| • B – Brick Street from Main to Oak | \$150,480 |
| • C – Brick Crosswalks at all intersections | \$13,500 |
| • D – Landscape Planters (low/no water vegetation) | \$21,600 |
| • E – Monument Sign | \$10,200 |
| • F – Upgrade Traffic Signal at 13 th and Main | \$168,000 |
| • G – Decorative Street Lights | \$142,200 |

Above costs are only preliminary estimates, more specific amounts would be developed during the design phase.

Capital Projects have accumulated funds from past projects that have been completed under budget. Recently these projects include Vine St. (Phase I & II), 13th Street Mill and Overlay, and others funded by City Commission Financial Policy Projects. Staff recommends utilizing a portion of this accumulation to fund Alternate A. A specific dollar amount will be recommended once the project is bid should the Commission decide to move forward with this recommendation.

Options

The City Commission has the following options:

- Provide direction to City Staff in moving forward with project.
- Do nothing

Recommendation

Staff recommends the City Commission consider the following:

- Base Option with the \$1.5M already set aside,
- Stormwater improvements funded from Stormwater Management,
- Water Service upgrades funded from Water/Sewer Capital
- Alternate A, which would accomplish a full replacement of all the pavement on 13th Street from Main to Milner including curb and sidewalk funded with excess capital funds
- Staff has no recommendation on other amenities

Action Requested

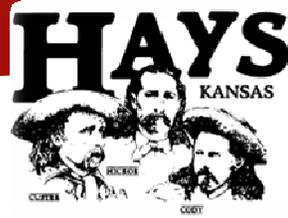
Authorize staff to solicit an engineering firm to proceed with the design of the Base Option, Storm Sewer Improvements, Water Service Upgrades, and Alternate A.

Supporting Documentation

Base Plan plus Add Alternates

Survey Results

Memos from Utilities Director and Stormwater Superintendent



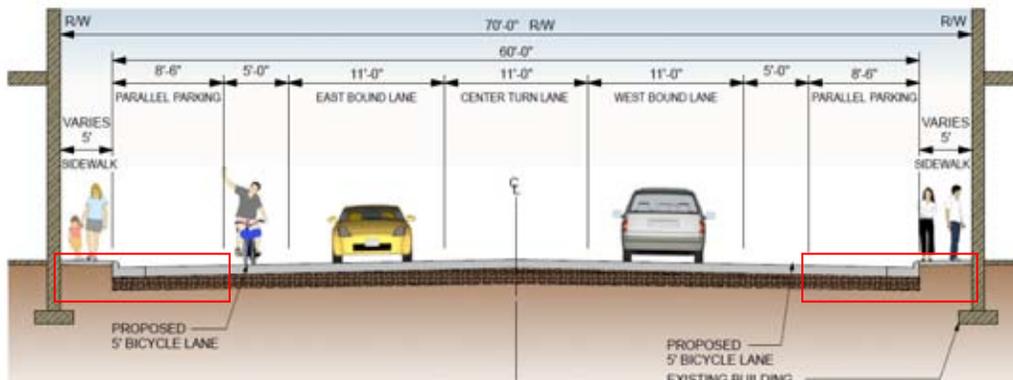
13th Street Improvement Project (Main Street to Milner Street) *May 1, 2014*





BASE PLAN

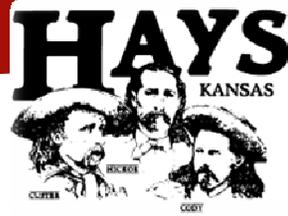
Replace only driving lanes and intersections. Leave most parking, curb and sidewalk in place. 5' Bike Lane in street on both sides.



Leave existing sidewalk, curb & parking between intersections.

COST – \$1.5 Million

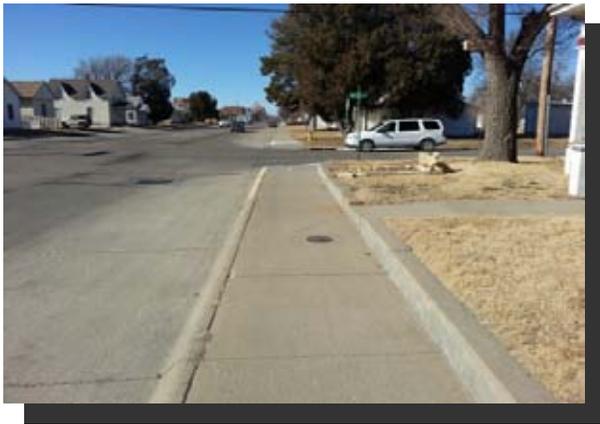
Your Success is Our Success!

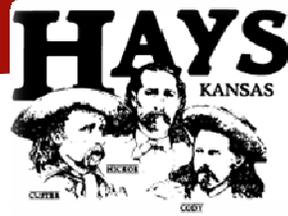


WATER SERVICE & METER UPGRADES

- 12 Water Meter Identified
- Install New Water Service Lines
- Install New Water Meters

COST – \$39,688





STORMWATER INFRASTRUCTURE

- Lincoln Draw Crossing at Oak Street
 - Underground to remain
- Pine Street to Milner Street
 - Remove & Replace with Upgrades

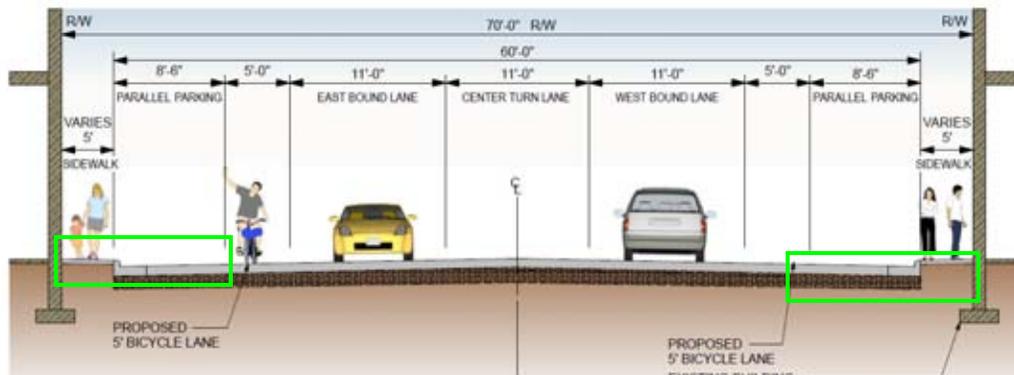
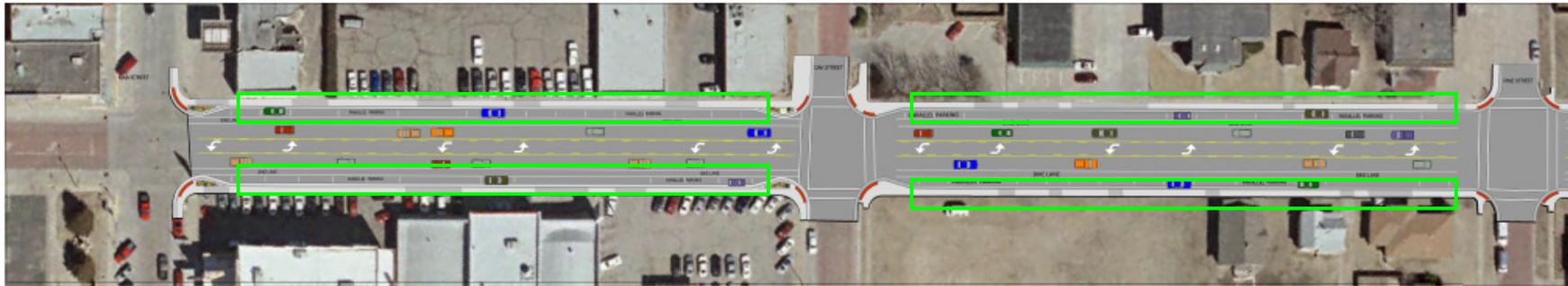
COST – \$302,198





ADD ALTERNATE A

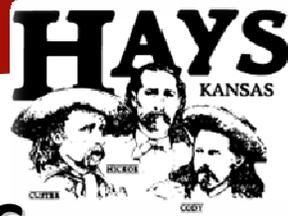
Replace all pavement including sidewalk, curb and parking the entire length of the project.



Add Alternate A: Reconstruct all sidewalk, curb & parking between intersections

ADDITIONAL COST \$204,000

Your Success is Our Success!



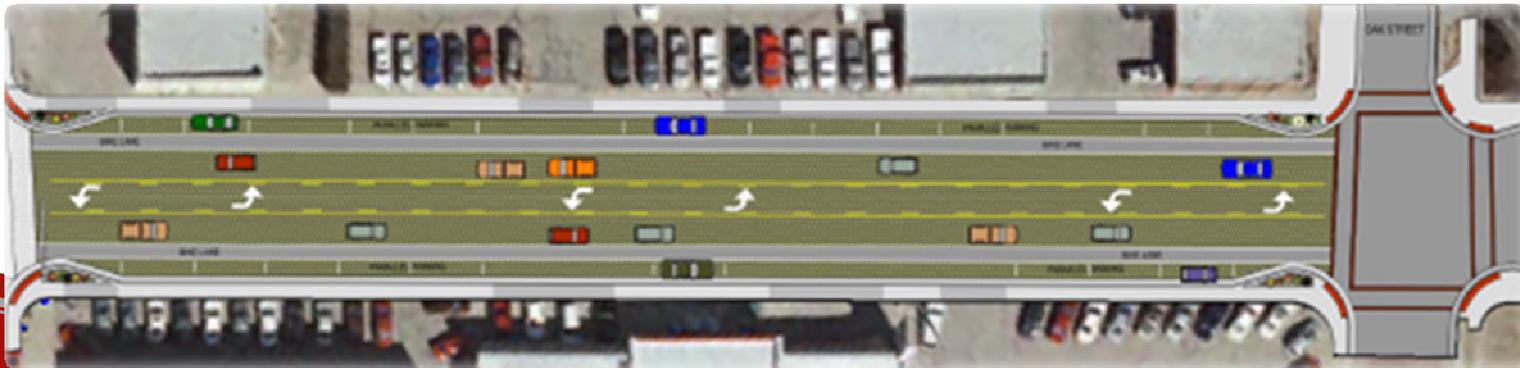
ADD ALTERNATES B & C BRICK ACCENTS

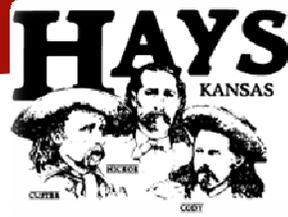
Alt B - Inlaid Brick Pavement Main to Oak

Estimated Cost = \$150,480

Alt C - Brick Crosswalks at all intersections

Estimated Cost \$ 13,500





ADD ALTERNATES D & E LANDSCAPE PLANTERS & MONUMENT SIGN

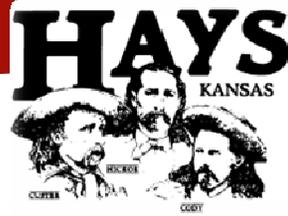
- Concrete Planter Boxes
- Low/No Water Vegetation

Alt D - Estimated Cost of Landscape Planters = \$21,600

\$ 5,400/each at 4 locations: 2 east side of Main and 2 west side of Oak.

Alt E - Estimated Cost of Monument Sign = \$10,200





ADD ALTERNATE F DECORATIVE TRAFFIC SIGNAL AT 13TH AND MAIN

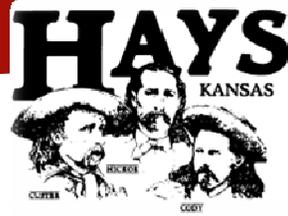


Existing at 13th & Main



Upgrade to like the one at 8th and Main

Alt F - Estimated Cost of Upgrade = \$ 168,000



ADD ALTERNATE G DECORATIVE STREET LIGHTS

- Match 8th Street & Downtown
 - Decorative from Main to Oak
 - New Standard Steel Poles from Oak to Milner

***Alt G - Estimated Cost of Upgrade
= \$142,200***



13th Street Existing



8th Street Decorative

**13th Street Reconstruction (Main to Milner)
Public Opinion Survey
Results Summary**

ADDRESS	Alt A	Alt B	Alt C	Alt D	Alt E	Alt F	Alt G	Other	Comments
414 E 13th	1	2	4	5	6	7	3	8	Long over due. Appreciate survey and input.
301 E 13th	1	6	2	4	5	3	7	8	
304 E 13th	3	7	6	5	4	1	2	8	Curbing needs to be improved. Added lighting would be wonderful.
113 E 13th	1	3	2	4	5	7	6	8	
307 E 13th	4	3	2	6	1	7	5	8	Property Owners cannot afford extra taxes.
1301 Oak	1	3	5	6	7	2	4	8	
401 E 13th	8	8	6	8	8	3	8	4	(Replace/repair curb & gutter from 12th to alley along Allen - bothsides)
405 E 13th	1	8	8	8	8	2	3	8	
408 E 13th	8	8	8	8	8	8	8	8	No Improvements. Nothing wrong with 13th Street. No Bike Lanes.
314 E 13th	7	7	7	7	7	7	7	7	
502 E 13th	7	6	6	5	5	1	1	8	
413 E 13th	8	8	8	8	8	8	8	8	Concerned about access during construction.
1301 Pine	1	2	3	4	5	7	6	8	No New Taxes. Change 13th back to 4-lanes. No bike lanes please.
1301 Pine	1	3	2	4	5	7	6	8	
209 & 211 E 13th	1	8	8	8	8	8	8	8	
210 E 13th	1	7	2	7	6	4	3	8	
317 & 404 E 13th	8	8	8	8	8	8	8	8	None of these are needed.
214 E 13th	8	8	8	8	8	8	8	8	No more expenses needed.
310 E 13th	3	2	1	4	7	6	5	8	
209 E 13th	1	8	8	8	8	8	8	8	
1231 Maple	8	8	8	8	8	5	8	8	
105 W 13th	3	6	5	4	7	1	2	8	
412 E 13th	1	8	8	4	8	2	3	8	
409 E 13th	4	6	5	2	7	3	1	8	
309 E 13th	3	6	5	7	4	1	2	8	Stop light at 13th/Allen
316 E 13th	8	8	8	8	8	1	2	8	
108 E 13th	1	8	8	8	8	8	8	8	
319 E 12th	8	8	8	8	8	8	8	8	Save on water.
417 E 13th	1	8	2	8	8	8	8	8	Makes sense to replace all curb and sidewalk while at it. Brick Crosswalk nice touch.
SUBTOTAL	111	181	161	182	193	149	156	227	
Ranking	1	5	4	6	7	2	3	8	
DHDC	1	3	6	7	4	2	5	8	Looking forward to improvements!
DHDC	1	5	4	6	7	2	3	8	install monument sign foundation only. DHDC can raise funds for sign

DHDC	1	2	3	6	7	4	5	8	
DHDC	1	5	6	4	7	2	3	8	
DHDC	1	3	2	6	7	4	5	8	Remove Stop Lights at 11th and 12th
DHDC	1	2	3	3	3	3	3	8	install monument sign foundation only. DHDC can raise funds for sign
DHDC	1	2	3	3	3	3	3	8	Remove Stop Lights at 11th and 12th
SUBTOTAL DHDC	7	22	27	35	38	20	27	56	
Ranking DHDC	1	3	4	6	7	2	4	8	
TOTALS	118	203	188	217	231	169	183	283	
Ranking	1	5	4	6	7	2	3	8	

**Note - if an Alternate was left blank it has been given the code of 8 to aid in the tabulation.

	Ammenity	Ranking
Alternate A	Replace all Curbing, Parking and Sidewalk	1
Alternate B	Brick Street from Main to Oak	5
Alternate C	Brick Crosswalks at all intersections	4
Alternate D	Landscape Planters	6
Alternate E	Monument Sign	7
Alternate F	Upgrade Traffic Signal at 13th and Main	2
Alternate G	Decorative Street Lights	3

Memo

To: John Braun, Assistant Director of Public Works
From: Nicholas Willis, Interim Asst. Director of Utilities
CC: I.D. Creech, Director of Public Works
Date: March 17, 2014
Re: 13th Street Main to Milner Storm Sewer Upgrades

In reviewing the budgetary numbers for the installation of new storm sewer infrastructure when 13th Street is being rebuilt, it appears that the stormwater utility will have sufficient funds to meet the estimated cost of just over \$300,000.

The infrastructure currently in place is in poor to fair condition and would be a candidate for lining if the road was not proposed for reconstruction. There are nuisance drainage issues on 13th Street which should be improved with a new roadway and storm sewer design. It is best to place new, quality pipe in the ground in the right places if the road is being demolished anyway.

Please keep me informed of the status of this project going forward as it relates to stormwater improvements.

Memo

To: John Braun, Assistant Director of Public Works
From: Bernie Kitten, Director of Utilities
Date: March 12, 2014
Re: Water Service Improvements

The Utilities Department has infrastructure in 13 Street from Main to Milner. We have determined the water mains are in adequate condition to not replace at this time. The meter pits and service lines are old and should be replaced as part of the 13th Street Project. You provided the following estimate:

WATER SERVICE IMPROVEMENTS					
26	Water Meter Removal & Replacement	12	EA	\$1,500.00	\$18,000.00
27	Water Service Line	600	LF	\$12.00	\$7,200.00
28	Water Service Tap	12	EA	\$100.00	\$1,200.00
29	Flowable Fill(Low Strength)	80	CY	\$80.00	\$6,400.00
				Water Service Improvements Subtotal	\$ 32,800.00
				Contingency (10%)	\$ 3,280.00
				Engineering (10%)	\$ 3,608.00
				Total	\$ 39,688.00

Funds will be available from Utilities' accounts to fund the service improvements listed above.

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 7

MEETING DATE: 5-8-14

TOPIC:

2014 Waterline Improvements – Award of Bid – Stripe and Seal

ACTION REQUESTED:

Authorize the City Manager to enter a contract with Stripe and Seal in the amount of \$233,458 for waterline improvements on Hickory and Ash from 27th Street to 29th Street. Funding would be from Water and Sewer Capital Reserve Fund.

NARRATIVE:

Bids were opened on April 16, 2014 for the replacement of city water mains on Hickory and Ash from 27th to 29th Street and on Elm Street from Fort to 4th Street. The low bidder for Hickory and Ash Streets is Stripe and Seal of Hays in the amount of \$233,458.00. The award of bid for Elm Street is a separate agenda item. The contractor indicated an October 1, 2014 start date to be completed in 60 working days. The project is to be funded from Water and Sewer Capital Reserve.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Bernie Kitten, Director of Utilities
John Braun, Assistant Director of Public Works

ADMINISTRATION RECOMMENDATION:

City staff recommends entering a contract with Stripe and Seal in the amount of \$233,458 for improvement on Hickory and Ash.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Location Maps
Bid Tabulation

Commission Work Session Agenda

Memo

From: John Braun, Assistant Director of Public Works

Work Session: May 1, 2014

Subject: 2014 Waterline Improvements - Award of Bid

Person(s) Responsible: Bernie Kitten, Director of Utilities
John Braun, Assistant Director of Public Works

Summary

Bids have been received for the replacement of city water mains on Hickory and Ash from 27th to 29th Street and on Elm Street from Fort to 4th Street. The low bidder for Hickory and Ash Streets is Stripe and Seal of Hays in the amount of \$233,458.00. The low bidder for Elm Street is JCorp; however, they could not meet the requirement to construct the improvements during FHSU's summer break. The next lowest bidder is from APAC-Kansas, Inc. of Hays in the amount of \$151,406. They can meet the time schedule specified for construction. Staff recommends authorizing the City Manager to enter a contract with Stripe and Seal in the amount of \$233,458 for improvements on Hickory and Ash and a separate contract with APAC in the amount of \$151,406 for improvements on Elm Street. All would be funded from Water and Sewer Capital Reserve.

Background

In 2013, staff hired Kaw Valley Engineering to design water and sewer improvements at various locations around the City. The first of those projects were awarded in October 2013 and involved sanitary sewer work along the US-183 By-pass and waterline work on Fort Street, which is still under construction. The Capital Improvement Plan (CIP) within the 2014 budget identified the second group of projects to be completed. Those projects included the replacement of waterlines along Hickory and Ash from 27th to 29th Street and the addition of waterlines along Elm Street from Fort Street to 4th Street.

The Hickory and Ash project will replace the existing 6" lines, which have had a history of multiple line breaks and leakage. In the course of the project, Fire Hydrants will be upgraded at the end of the blocks to improve fire protection. The new waterline will be located behind the curb and sidewalk so that minimal pavement replacement will be needed except at the intersections of 27th and 29th for connection to the existing water mains. While there will be construction in 27th Street, the traffic will continue to flow in both directions. The contractor and City staff will coordinate with USD 489 staff for construction affecting Hays Middle School.

The Elm Street project involves connecting to the existing 12” water main at 4th Street and extending new 8” line southward along Elm Street, connecting to existing 6” water line installed by FHSU as part of the Indoor Practice Facility, connecting new 8” water line to existing 8” water main at 3rd Street, and installing new 8” water line connecting to existing 6” on Elm, 4” at Ash, 8” at Fort, and 6” running to the Golf Course and Historic Fort Hays. The improvements will connect several dead-end lines, provide looping for service reliability and water quality, and several Fire Hydrants will be added to significantly improve fire protection in the neighborhood. As a result of the improvements, approximately 700 feet of 6” water line that was installed by FHSU as part of the Indoor Practice Facility will be connected to and added to the City’s water distribution system. Subsequently, East Lewis Field Stadium and the Indoor Practice Facility will be metered separately from the main FHSU campus. **See attached map showing the location of improvements.**

Discussion

City Staff opened bids for the three projects on April 16th. Bids were received from four contractors. **The tabulation of bids is attached.**

Stripe and Seal presented the lowest bid for the Hickory and Ash Projects at a cost of \$122,747 and \$110,711 respectively for a combined total of \$233,458 for both projects. They did not submit a bid for Elm Street. Stripe and Seal indicated that they would begin work on Hickory and Ash September 29, 2014, and they have 60 working days to complete both.

JCorp submitted the lowest bid for Elm Street at a cost of \$146,481.50; however, they took exception to the requirement to do that work during the FHSU summer break. Instead they stated that they could do the work during FHSU winter break. The next lowest bidder for Elm Street is APAC at a cost of \$151,406. APAC indicated that they could complete the Elm Street work during the FHSU summer break.

The bid solicitation was structured to allow for a cost reduction (discount) for awarding multiple bids to the same contractor; however, the way the bids came in, this did not come into play.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

The CIP included \$1,100,000 for all three projects. The combination of recommended bids is \$384,864, which is considerably less than the budgeted amount for these projects.

The \$384,864 cost of the projects is to be funded out of Water and Sewer Capital Reserve.

Options

The Commission has the following options:

Option 1: Award any or all of the projects as presented by staff.

Option 2: Provide alternate direction to staff.

Recommendation

City staff recommends the following:

- Award contract to Stripe and Seal in the amount of \$233,458 for improvement on Hickory and Ash.
- Reject JCorp's bid as non-conforming, and award contract to APAC in the amount of \$151,406 for improvements on Elm Street.

Action Requested

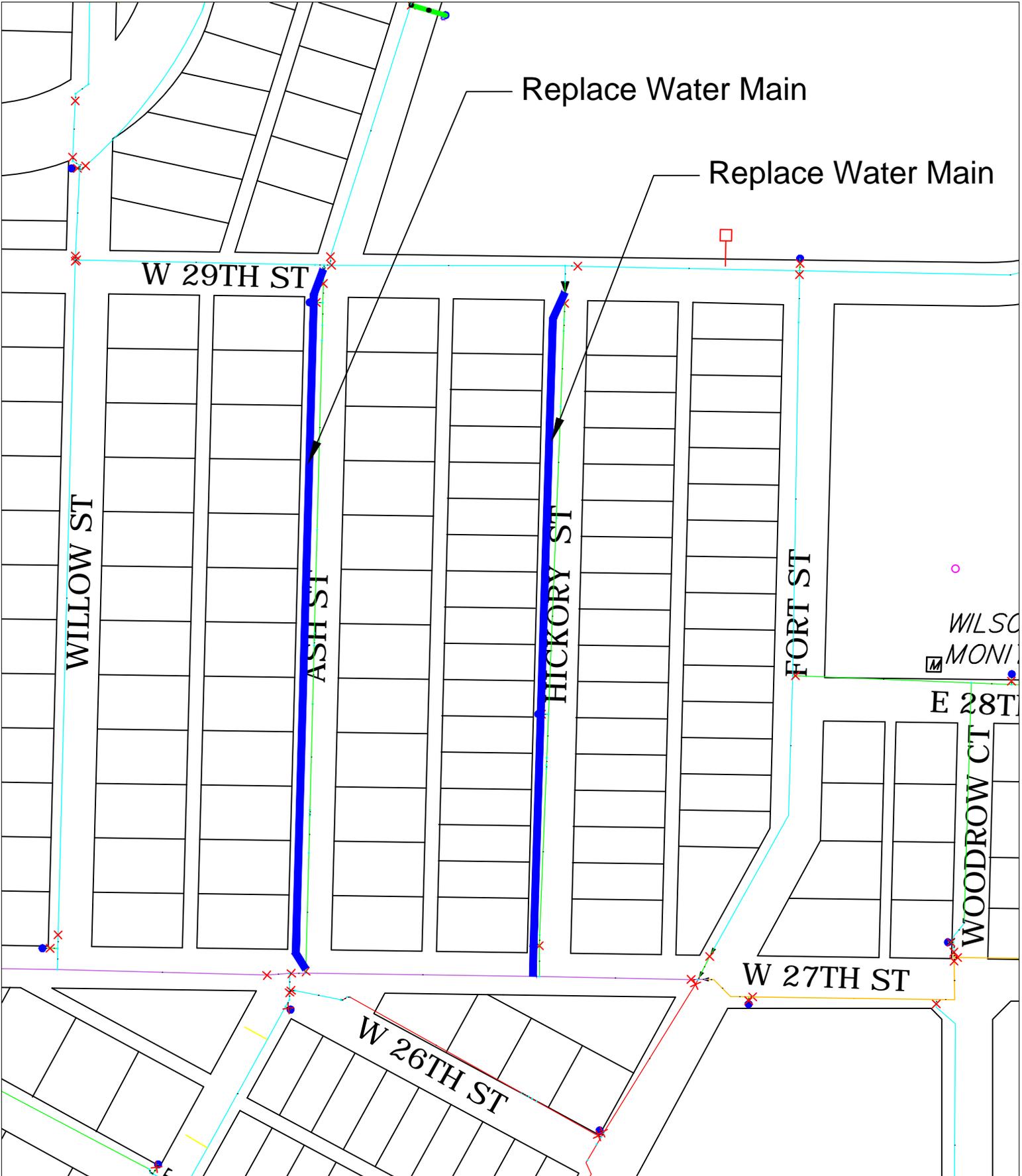
Consider authorizing the City Manager to enter a Contract with Stripe and Seal in the amount of \$233,458 for waterline improvements on Hickory and Ash from 27th Street to 29th Street and enter a contract with APAC-Kansas, Inc. in the amount of \$151,406 for waterline improvements on Elm Street from Fort Street to 4th Street. Funding would be from Water and Sewer Capital Reserve Fund.

Supporting Documentation

Location Maps
Bid Tabulation

Waterline Projects E & F

Hickory and Ash from 27th to 29th



Location E Waterline Improvements - Hickory from 27th to 29th

				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 4	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8" Concrete Paving (AE)	73	S.Y.	\$50.00	\$3,650.00	\$ 61.00	\$4,453.00	\$ 47.00	\$3,431.00	\$ 91.00	\$6,643.00	\$ 80.00	\$5,840.00
1.1	Asphalt Overlay	5	Tons	\$180.00	\$900.00	\$ 200.00	\$1,000.00	\$ 200.00	\$1,000.00	\$ 161.00	\$805.00	\$ 210.00	\$1,050.00
2	6" Driveway Entrance (AE)	53	S.Y.	\$50.00	\$2,650.00	\$62.00	\$3,286.00	\$45.00	\$2,385.00	\$74.00	\$3,922.00	\$73.00	\$3,869.00
3	Concrete 4" Sidewalk (AE)	151	S.Y.	\$35.00	\$5,285.00	\$38.00	\$5,738.00	\$33.00	\$4,983.00	\$45.00	\$6,795.00	\$64.00	\$9,664.00
4	Combined Curb & Gutter (AE)	3	L.F.	\$35.00	\$105.00	\$35.00	\$105.00	\$35.00	\$105.00	\$101.00	\$303.00	\$95.00	\$285.00
5	Concrete Sidewalk Ramp (AE)	33	S.Y.	\$45.00	\$1,485.00	\$40.00	\$1,320.00	\$42.00	\$1,386.00	\$64.00	\$2,112.00	\$68.00	\$2,244.00
6	Brick Detectable Warning	2	S.Y.	\$90.00	\$180.00	\$90.00	\$180.00	\$120.00	\$240.00	\$101.00	\$202.00	\$180.00	\$360.00
7	Removal of Concrete Pavement	73	S.Y.	\$10.50	\$766.50	\$17.00	\$1,241.00	\$7.00	\$511.00	\$25.00	\$1,825.00	\$16.00	\$1,168.00
8	Removal of Concrete Sidewalk	151	S.Y.	\$10.50	\$1,585.50	\$17.00	\$2,567.00	\$6.00	\$906.00	\$15.00	\$2,265.00	\$18.00	\$2,718.00
9	Removal of Curb & Gutter	3	L.F.	\$10.50	\$31.50	\$12.00	\$36.00	\$9.00	\$27.00	\$20.00	\$60.00	\$13.50	\$40.50
10	Removal of Entrance Pavement Connecting to Existing Water	53	S.Y.	\$10.00	\$530.00	\$17.00	\$901.00	\$8.00	\$424.00	\$20.00	\$1,060.00	\$27.00	\$1,431.00
11	Main	2	Ea.	\$1,200.00	\$2,400.00	\$925.00	\$1,850.00	\$1,200.00	\$2,400.00	\$1,300.00	\$2,600.00	\$5,260.00	\$10,520.00
12	10" Water Main (C900 PVC)	12	L.F.	\$50.00	\$600.00	\$75.00	\$900.00	\$38.00	\$456.00	\$84.00	\$1,008.00	\$66.00	\$792.00
13	8" Water Main (C900 PVC)	71	L.F.	\$36.00	\$2,556.00	\$42.00	\$2,982.00	\$36.00	\$2,556.00	\$63.00	\$4,473.00	\$47.00	\$3,337.00
14	6" Water Main (C900 PVC)	880	L.F.	\$22.00	\$19,360.00	\$28.00	\$24,640.00	\$21.00	\$18,480.00	\$49.50	\$43,560.00	\$36.00	\$31,680.00
15	1" Water Service Line	899	L.F.	\$10.00	\$8,990.00	\$6.00	\$5,394.00	\$5.00	\$4,495.00	\$16.00	\$14,384.00	\$1.90	\$1,708.10
16	1" Directional Boring	878	L.F.	\$12.00	\$10,536.00	\$13.00	\$11,414.00	\$12.00	\$10,536.00	\$10.00	\$8,780.00	\$8.00	\$7,024.00
17	6" Fire Line (DIP)	11	L.F.	\$60.00	\$660.00	\$85.00	\$935.00	\$50.00	\$550.00	\$88.00	\$968.00	\$75.00	\$825.00
18	New Fire Hydrant	2	Ea.	\$3,300.00	\$6,600.00	\$3,700.00	\$7,400.00	\$3,100.00	\$6,200.00	\$2,800.00	\$5,600.00	\$2,830.00	\$5,660.00
19	6" Gate Valve & Box	2	Ea.	\$1,100.00	\$2,200.00	\$1,200.00	\$2,400.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,200.00
20	Meter Set	33	Ea.	\$1,500.00	\$49,500.00	\$1,050.00	\$34,650.00	\$750.00	\$24,750.00	\$800.00	\$26,400.00	\$1,320.00	\$43,560.00
21	Service Connection	33	Ea.	\$80.00	\$2,640.00	\$85.00	\$2,805.00	\$82.00	\$2,706.00	\$150.00	\$4,950.00	\$180.00	\$5,940.00
22	Service Saddle	33	Ea.	\$200.00	\$6,600.00	\$190.00	\$6,270.00	\$185.00	\$6,105.00	\$200.00	\$6,600.00	\$260.00	\$8,580.00
23	8" Gate Valve & Box	2	Ea.	\$1,500.00	\$3,000.00	\$1,625.00	\$3,250.00	\$1,400.00	\$2,800.00	\$1,400.00	\$2,800.00	\$1,420.00	\$2,840.00
24	10" Gate Valve & Box	1	Ea.	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00	\$1,700.00	\$1,700.00	\$2,100.00	\$2,100.00	\$2,000.00	\$2,000.00
25	90 Degree Swivel x Swivel Hydrant Ell	2	Ea.	\$525.00	\$1,050.00	\$305.00	\$610.00	\$240.00	\$480.00	\$250.00	\$500.00	\$560.00	\$1,120.00
26	8" x 45 deg Bend	4	Ea.	\$290.00	\$1,160.00	\$315.00	\$1,260.00	\$340.00	\$1,360.00	\$200.00	\$800.00	\$430.00	\$1,720.00
27	8" x 8" x 6" Tee	2	Ea.	\$475.00	\$950.00	\$425.00	\$850.00	\$400.00	\$800.00	\$300.00	\$600.00	\$655.00	\$1,310.00
28	10" x 10" x 8" Tee	1	Ea.	\$570.00	\$570.00	\$550.00	\$550.00	\$475.00	\$475.00	\$500.00	\$500.00	\$820.00	\$820.00
29	8" x 6" Reducer	2	Ea.	\$350.00	\$700.00	\$250.00	\$500.00	\$250.00	\$500.00	\$150.00	\$300.00	\$370.00	\$740.00
30	Mobilization	1	L.S.	\$25,000.00	\$25,000.00	\$3,000.00	\$3,000.00	\$9,500.00	\$9,500.00	\$15,100.00	\$15,100.00	\$5,615.00	\$5,615.00
31	Traffic Control	1	L.S.	\$12,000.00	\$12,000.00	\$1,500.00	\$1,500.00	\$8,500.00	\$8,500.00	\$2,500.00	\$2,500.00	\$5,615.00	\$5,615.00
Total Cost Project E				\$176,240.50		\$136,387.00		\$122,747.00		\$172,515.00		\$172,275.60	

Location F Waterline Upgrades - Hays, Kansas

				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 3	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost

1	8" Concrete Paving (AE)	117	S.Y.	\$50.00	\$ 5,850.00	\$59.00	\$ 6,903.00	\$47.00	\$ 5,499.00	\$91.00	\$ 10,647.00	\$80.00	\$ 9,360.00
1.1	Asphalt Overlay	5	Ton	\$180.00	\$ 900.00	\$200.00	\$ 1,000.00	\$200.00	\$ 1,000.00	\$161.00	\$ 805.00	\$210.00	\$ 1,050.00
2	6" Driveway Entrance (AE)	90	S.Y.	\$50.00	\$ 4,500.00	\$58.00	\$ 5,220.00	\$45.00	\$ 4,050.00	\$73.00	\$ 6,570.00	\$74.00	\$ 6,660.00
3	Gravel Drive	12	S.Y.	\$25.00	\$ 300.00	\$50.00	\$ 600.00	\$24.00	\$ 288.00	\$28.50	\$ 342.00	\$50.00	\$ 600.00
4	Concrete 4" Sidewalk (AE)	121	S.Y.	\$35.00	\$ 4,235.00	\$38.00	\$ 4,598.00	\$33.00	\$ 3,993.00	\$46.00	\$ 5,566.00	\$64.00	\$ 7,744.00
5	Combined Curb & Gutter (AE)	13	L.F.	\$35.00	\$ 455.00	\$30.00	\$ 390.00	\$35.00	\$ 455.00	\$101.00	\$ 1,313.00	\$97.00	\$ 1,261.00
6	Concrete Sidewalk Ramp (AE)	34	S.Y.	\$45.00	\$ 1,530.00	\$40.00	\$ 1,360.00	\$42.00	\$ 1,428.00	\$65.00	\$ 2,210.00	\$68.00	\$ 2,312.00
7	Brick Detectable Warning	2	S.Y.	\$90.00	\$ 180.00	\$80.00	\$ 160.00	\$120.00	\$ 240.00	\$101.00	\$ 202.00	\$180.00	\$ 360.00
8	Removal of Concrete Pavement	117	S.Y.	\$10.50	\$ 1,228.50	\$17.00	\$ 1,989.00	\$7.00	\$ 819.00	\$25.00	\$ 2,925.00	\$15.00	\$ 1,755.00
9	Removal of Concrete Sidewalk	121	S.Y.	\$10.50	\$ 1,270.50	\$17.00	\$ 2,057.00	\$6.00	\$ 726.00	\$15.00	\$ 1,815.00	\$18.00	\$ 2,178.00
10	Removal of Curb & Gutter	13	L.F.	\$10.50	\$ 136.50	\$35.00	\$ 455.00	\$9.00	\$ 117.00	\$20.00	\$ 260.00	\$9.00	\$ 117.00
11	Removal of Entrance Pavement	90	S.Y.	\$10.00	\$ 900.00	\$17.00	\$ 1,530.00	\$8.00	\$ 720.00	\$20.00	\$ 1,800.00	\$26.00	\$ 2,340.00
12	Removal of Gravel Drive	12	S.Y.	\$9.00	\$ 108.00	\$20.00	\$ 240.00	\$6.00	\$ 72.00	\$10.00	\$ 120.00	\$5.00	\$ 60.00
13	Concrete Retaining Wall	22	L.F.	\$105.00	\$ 2,310.00	\$40.00	\$ 880.00	\$20.00	\$ 440.00	\$50.00	\$ 1,100.00	\$150.00	\$ 3,300.00
14	Connecting to Existing Water Main	2	Ea.	\$1,200.00	\$ 2,400.00	\$650.00	\$ 1,300.00	\$1,200.00	\$ 2,400.00	\$1,200.00	\$ 2,400.00	\$5,200.00	\$ 10,400.00
15	8" Water Main (C900 PVC)	57	L.F.	\$36.00	\$ 2,052.00	\$42.00	\$ 2,394.00	\$36.00	\$ 2,052.00	\$63.00	\$ 3,591.00	\$56.00	\$ 3,192.00
16	6" Water Main (C900 PVC)	916	L.F.	\$22.00	\$ 20,152.00	\$26.50	\$ 24,274.00	\$21.00	\$ 19,236.00	\$39.00	\$ 35,724.00	\$35.00	\$ 32,060.00
17	1" Water Service Line	788	L.F.	\$10.00	\$ 7,880.00	\$6.00	\$ 4,728.00	\$5.00	\$ 3,940.00	\$16.00	\$ 12,608.00	\$1.90	\$ 1,497.20
18	1" Directional Boring	770	L.F.	\$12.00	\$ 9,240.00	\$13.00	\$ 10,010.00	\$12.00	\$ 9,240.00	\$10.00	\$ 7,700.00	\$8.00	\$ 6,160.00
19	6" Fire Line (DIP)	5	L.F.	\$60.00	\$ 300.00	\$85.00	\$ 425.00	\$50.00	\$ 250.00	\$121.00	\$ 605.00	\$80.00	\$ 400.00
20	New Fire Hydrant	1	Ea.	\$3,300.00	\$ 3,300.00	\$3,500.00	\$ 3,500.00	\$3,100.00	\$ 3,100.00	\$3,200.00	\$ 3,200.00	\$2,800.00	\$ 2,800.00
21	6" Gate Valve & Box	1	Ea.	\$1,100.00	\$ 1,100.00	\$1,200.00	\$ 1,200.00	\$1,000.00	\$ 1,000.00	\$1,100.00	\$ 1,100.00	\$1,220.00	\$ 1,220.00
22	Meter Set	28	Ea.	\$1,500.00	\$ 42,000.00	\$920.00	\$ 25,760.00	\$750.00	\$ 21,000.00	\$835.00	\$ 23,380.00	\$1,340.00	\$ 37,520.00
23	Service Connection	28	Ea.	\$80.00	\$ 2,240.00	\$80.00	\$ 2,240.00	\$82.00	\$ 2,296.00	\$130.00	\$ 3,640.00	\$210.00	\$ 5,880.00
24	Service Saddle	28	Ea.	\$200.00	\$ 5,600.00	\$180.00	\$ 5,040.00	\$185.00	\$ 5,180.00	\$200.00	\$ 5,600.00	\$285.00	\$ 7,980.00
25	8" Gate Valve & Box	1	Ea.	\$1,500.00	\$ 1,500.00	\$1,625.00	\$ 1,625.00	\$1,400.00	\$ 1,400.00	\$1,500.00	\$ 1,500.00	\$1,500.00	\$ 1,500.00
26	90 Degree Swivel x Swivel Hydrant Ell	1	Ea.	\$525.00	\$ 525.00	\$305.00	\$ 305.00	\$240.00	\$ 240.00	\$350.00	\$ 350.00	\$680.00	\$ 680.00
27	6" x 45 deg Bend	2	Ea.	\$250.00	\$ 500.00	\$225.00	\$ 450.00	\$350.00	\$ 700.00	\$250.00	\$ 500.00	\$400.00	\$ 800.00
28	8" x 45 deg Bend	2	Ea.	\$290.00	\$ 580.00	\$315.00	\$ 630.00	\$340.00	\$ 680.00	\$250.00	\$ 500.00	\$430.00	\$ 860.00
29	8" x 8" x 6" Tee	1	Ea.	\$475.00	\$ 475.00	\$425.00	\$ 425.00	\$400.00	\$ 400.00	\$450.00	\$ 450.00	\$780.00	\$ 780.00
30	8" x 6" Reducer	1	Ea.	\$350.00	\$ 350.00	\$250.00	\$ 250.00	\$250.00	\$ 250.00	\$150.00	\$ 150.00	\$370.00	\$ 370.00
31	Mobilization	1	L.S.	\$25,000.00	\$ 25,000.00	\$3,000.00	\$ 3,000.00	\$9,500.00	\$ 9,500.00	\$15,100.00	\$ 15,100.00	\$5,600.00	\$ 5,600.00
32	Traffic Control	1	L.S.	\$12,000.00	\$ 12,000.00	\$1,500.00	\$ 1,500.00	\$8,000.00	\$ 8,000.00	\$2,500.00	\$ 2,500.00	\$5,600.00	\$ 5,600.00
Total Cost Project F				\$ 161,097.50		\$ 116,438.00		\$ 110,711.00		\$ 156,273.00		\$ 164,396.20	

Location I Waterline Improvements - Elm Street from 1st to 4th				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 3	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8" Concrete Paving (AE)	239	S.Y.	\$50.00	\$ 11,950.00	\$59.00	\$ 14,101.00	\$	\$ -	\$91.00	\$ 21,749.00	\$80.00	\$ 19,120.00
2	Concrete 4" Sidewalk (AE)	12	S.Y.	\$35.00	\$ 420.00	\$38.00	\$ 456.00	\$	\$ -	\$50.00	\$ 600.00	\$63.00	\$ 756.00
3	Combined Curb & Gutter (AE)	22	L.F.	\$35.00	\$ 770.00	\$35.00	\$ 770.00	\$	\$ -	\$101.00	\$ 2,222.00	\$125.00	\$ 2,750.00
4	Removal of Concrete Pavement	239	S.Y.	\$10.50	\$ 2,509.50	\$17.00	\$ 4,063.00	\$	\$ -	\$25.00	\$ 5,975.00	\$14.00	\$ 3,346.00
5	Removal of Concrete Sidewalk	12	S.Y.	\$10.50	\$ 126.00	\$17.00	\$ 204.00	\$	\$ -	\$15.00	\$ 180.00	\$13.00	\$ 156.00
6	Removal of Curb & Gutter	22	L.F.	\$10.50	\$ 231.00	\$35.00	\$ 770.00	\$	\$ -	\$20.00	\$ 440.00	\$5.00	\$ 110.00

	Connecting to Existing Water											
7	Main	9	Ea.	\$1,200.00	\$ 10,800.00	\$600.00	\$ 5,400.00	\$ -	\$700.00	\$ 6,300.00	\$1,850.00	\$ 16,650.00
8	Wet Tap	1	Ea.	\$1,200.00	\$ 1,200.00	\$2,850.00	\$ 2,850.00	\$ -	\$1,300.00	\$ 1,300.00	\$4,700.00	\$ 4,700.00
9	8" Water Main (C900 PVC)	1,317	L.F.	\$36.00	\$ 47,412.00	\$36.00	\$ 47,412.00	\$ -	\$40.50	\$ 53,338.50	\$25.00	\$ 32,925.00
10	8" Directional Boring	527	L.F.	\$55.00	\$ 28,985.00	\$40.00	\$ 21,080.00	\$ -	\$41.00	\$ 21,607.00	\$29.00	\$ 15,283.00
11	6" Fire Line (DIP)	12	L.F.	\$60.00	\$ 720.00	\$60.00	\$ 720.00	\$ -	\$76.00	\$ 912.00	\$130.00	\$ 1,560.00
12	New Fire Hydrant	1	Ea.	\$3,300.00	\$ 3,300.00	\$3,400.00	\$ 3,400.00	\$ -	\$2,900.00	\$ 2,900.00	\$2,830.00	\$ 2,830.00
13	Relocated Fire Hydrant	2	Ea.	\$1,500.00	\$ 3,000.00	\$1,650.00	\$ 3,300.00	\$ -	\$1,100.00	\$ 2,200.00	\$1,800.00	\$ 3,600.00
14	Meter Set	1	Ea.	\$1,500.00	\$ 1,500.00	\$3,400.50	\$ 3,400.50	\$ -	\$2,700.00	\$ 2,700.00	\$4,600.00	\$ 4,600.00
15	Service Connection	1	Ea.	\$80.00	\$ 80.00	\$350.00	\$ 350.00	\$ -	\$600.00	\$ 600.00	\$1,050.00	\$ 1,050.00
16	6" Gate Valve & Box	4	Ea.	\$1,100.00	\$ 4,400.00	\$1,200.00	\$ 4,800.00	\$ -	\$950.00	\$ 3,800.00	\$1,040.00	\$ 4,160.00
17	Relocated 6" Gate Valve & Box	4	Ea.	\$450.00	\$ 1,800.00	\$625.00	\$ 2,500.00	\$ -	\$650.00	\$ 2,600.00	\$1,050.00	\$ 4,200.00
18	8" Gate Valve & Box	8	Ea.	\$1,500.00	\$ 12,000.00	\$1,625.00	\$ 13,000.00	\$ -	\$1,400.00	\$ 11,200.00	\$1,360.00	\$ 10,880.00
19	8" x 22.5 deg Bend	2	Ea.	\$350.00	\$ 700.00	\$315.00	\$ 630.00	\$ -	\$250.00	\$ 500.00	\$430.00	\$ 860.00
20	8" x 45 deg Bend	3	Ea.	\$290.00	\$ 870.00	\$345.00	\$ 1,035.00	\$ -	\$200.00	\$ 600.00	\$430.00	\$ 1,290.00
21	6"x6"x6" Tee	1	Ea.	\$450.00	\$ 450.00	\$350.00	\$ 350.00	\$ -	\$1,400.00	\$ 1,400.00	\$740.00	\$ 740.00
22	8" x 8" x 6" Tee	3	Ea.	\$475.00	\$ 1,425.00	\$425.00	\$ 1,275.00	\$ -	\$350.00	\$ 1,050.00	\$780.00	\$ 2,340.00
23	8" x 8" x 8" Tee	5	Ea.	\$500.00	\$ 2,500.00	\$490.00	\$ 2,450.00	\$ -	\$350.00	\$ 1,750.00	\$780.00	\$ 3,900.00
24	8" x 6" Reducer	5	Ea.	\$350.00	\$ 1,750.00	\$210.00	\$ 1,050.00	\$ -	\$150.00	\$ 750.00	\$270.00	\$ 1,350.00
25	8" x 4" Reducer	1	Ea.	\$325.00	\$ 325.00	\$215.00	\$ 215.00	\$ -	\$150.00	\$ 150.00	\$370.00	\$ 370.00
26	Cap and Block	1	Ea.	\$550.00	\$ 550.00	\$500.00	\$ 500.00	\$ -	\$350.00	\$ 350.00	\$680.00	\$ 680.00
27	Mobilization	1	L.S.	\$30,000.00	\$ 30,000.00	\$8,000.00	\$ 8,000.00	\$ -	\$16,600.00	\$ 16,600.00	\$5,600.00	\$ 5,600.00
28	Traffic Control	1	L.S.	\$9,000.00	\$ 9,000.00	\$2,400.00	\$ 2,400.00	\$ -	\$1,000.00	\$ 1,000.00	\$5,600.00	\$ 5,600.00
											\$ -	\$ -
	Total Cost Project I			\$ 178,773.50		\$ 146,481.50		\$ -	\$ 164,773.50		\$ 151,406.00	

Package A

	J-Corp	Stripe and Seal	Nowak	Apac
Project E	\$ 136,387.00	\$ 122,747.00	\$ 172,515.00	\$ 172,275.60
plus Project F	\$ 116,438.00	\$ 110,711.00	\$ 156,273.00	\$ 164,396.20
minus Cost Reduction if awarded both E&F	\$ -	\$ -	\$ (10,000.00)	\$ (11,215.00)
TOTAL Package A	\$ 252,825.00	\$ 233,458.00	\$ 318,788.00	\$ 325,456.80

Package B

Project E	\$ 136,387.00	\$ 172,515.00	\$ 172,275.60
plus Project F	\$ 116,438.00	\$ 156,273.00	\$ 164,396.20
plus Project I	\$ 146,481.50	\$ 164,773.50	\$ 151,406.00
minus Cost reduction if awarded all	\$ -	\$ (20,000.00)	\$ (16,815.00)
Total Package B	\$ 399,306.50	\$ 473,561.50	\$ 471,262.80

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 8

MEETING DATE: 5-8-14

TOPIC:

2014 Waterline Improvements – Award of Bid – APAC

ACTION REQUESTED:

Authorize the City Manager to enter a contract with APAC-Kansas, Inc. in the amount of \$151,406 for waterline improvements on Elm Street from Fort Street to 4th Street. Funding would be from Water and Sewer Capital Reserve Fund.

NARRATIVE:

Bids were opened on April 16, 2014 for the replacement of city water mains on Hickory and Ash from 27th to 29th Street and on Elm Street from Fort to 4th Street. The award of bid for Hickory and Ash is a separate agenda item. The low bidder for Elm Street was JCorp; however, they could not meet the requirement to construct the improvements during FHSU's summer break. The next lowest bid is from APAC-Kansas, Inc. of Hays in the amount of \$151,406. They can meet the time schedule specified for construction. Work would be completed by August 15, 2014. The project is to be funded from Water and Sewer Capital Reserve.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Bernie Kitten, Director of Utilities
John Braun, Assistant Director of Public Works

ADMINISTRATION RECOMMENDATION:

City staff recommends entering a contract with APAC in the amount of \$151,406 for improvement on Elm Street.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Location Maps
Bid Tabulation

Commission Work Session Agenda

Memo

From: John Braun, Assistant Director of Public Works

Work Session: May 1, 2014

Subject: 2014 Waterline Improvements - Award of Bid

Person(s) Responsible: Bernie Kitten, Director of Utilities
John Braun, Assistant Director of Public Works

Summary

Bids have been received for the replacement of city water mains on Hickory and Ash from 27th to 29th Street and on Elm Street from Fort to 4th Street. The low bidder for Hickory and Ash Streets is Stripe and Seal of Hays in the amount of \$233,458.00. The low bidder for Elm Street is JCorp; however, they could not meet the requirement to construct the improvements during FHSU's summer break. The next lowest bidder is from APAC-Kansas, Inc. of Hays in the amount of \$151,406. They can meet the time schedule specified for construction. Staff recommends authorizing the City Manager to enter a contract with Stripe and Seal in the amount of \$233,458 for improvements on Hickory and Ash and a separate contract with APAC in the amount of \$151,406 for improvements on Elm Street. All would be funded from Water and Sewer Capital Reserve.

Background

In 2013, staff hired Kaw Valley Engineering to design water and sewer improvements at various locations around the City. The first of those projects were awarded in October 2013 and involved sanitary sewer work along the US-183 By-pass and waterline work on Fort Street, which is still under construction. The Capital Improvement Plan (CIP) within the 2014 budget identified the second group of projects to be completed. Those projects included the replacement of waterlines along Hickory and Ash from 27th to 29th Street and the addition of waterlines along Elm Street from Fort Street to 4th Street.

The Hickory and Ash project will replace the existing 6" lines, which have had a history of multiple line breaks and leakage. In the course of the project, Fire Hydrants will be upgraded at the end of the blocks to improve fire protection. The new waterline will be located behind the curb and sidewalk so that minimal pavement replacement will be needed except at the intersections of 27th and 29th for connection to the existing water mains. While there will be construction in 27th Street, the traffic will continue to flow in both directions. The contractor and City staff will coordinate with USD 489 staff for construction affecting Hays Middle School.

The Elm Street project involves connecting to the existing 12” water main at 4th Street and extending new 8” line southward along Elm Street, connecting to existing 6” water line installed by FHSU as part of the Indoor Practice Facility, connecting new 8” water line to existing 8” water main at 3rd Street, and installing new 8” water line connecting to existing 6” on Elm, 4” at Ash, 8” at Fort, and 6” running to the Golf Course and Historic Fort Hays. The improvements will connect several dead-end lines, provide looping for service reliability and water quality, and several Fire Hydrants will be added to significantly improve fire protection in the neighborhood. As a result of the improvements, approximately 700 feet of 6” water line that was installed by FHSU as part of the Indoor Practice Facility will be connected to and added to the City’s water distribution system. Subsequently, East Lewis Field Stadium and the Indoor Practice Facility will be metered separately from the main FHSU campus. **See attached map showing the location of improvements.**

Discussion

City Staff opened bids for the three projects on April 16th. Bids were received from four contractors. **The tabulation of bids is attached.**

Stripe and Seal presented the lowest bid for the Hickory and Ash Projects at a cost of \$122,747 and \$110,711 respectively for a combined total of \$233,458 for both projects. They did not submit a bid for Elm Street. Stripe and Seal indicated that they would begin work on Hickory and Ash September 29, 2014, and they have 60 working days to complete both.

JCorp submitted the lowest bid for Elm Street at a cost of \$146,481.50; however, they took exception to the requirement to do that work during the FHSU summer break. Instead they stated that they could do the work during FHSU winter break. The next lowest bidder for Elm Street is APAC at a cost of \$151,406. APAC indicated that they could complete the Elm Street work during the FHSU summer break.

The bid solicitation was structured to allow for a cost reduction (discount) for awarding multiple bids to the same contractor; however, the way the bids came in, this did not come into play.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

The CIP included \$1,100,000 for all three projects. The combination of recommended bids is \$384,864, which is considerably less than the budgeted amount for these projects.

The \$384,864 cost of the projects is to be funded out of Water and Sewer Capital Reserve.

Options

The Commission has the following options:

Option 1: Award any or all of the projects as presented by staff.

Option 2: Provide alternate direction to staff.

Recommendation

City staff recommends the following:

- Award contract to Stripe and Seal in the amount of \$233,458 for improvement on Hickory and Ash.
- Reject JCorp's bid as non-conforming, and award contract to APAC in the amount of \$151,406 for improvements on Elm Street.

Action Requested

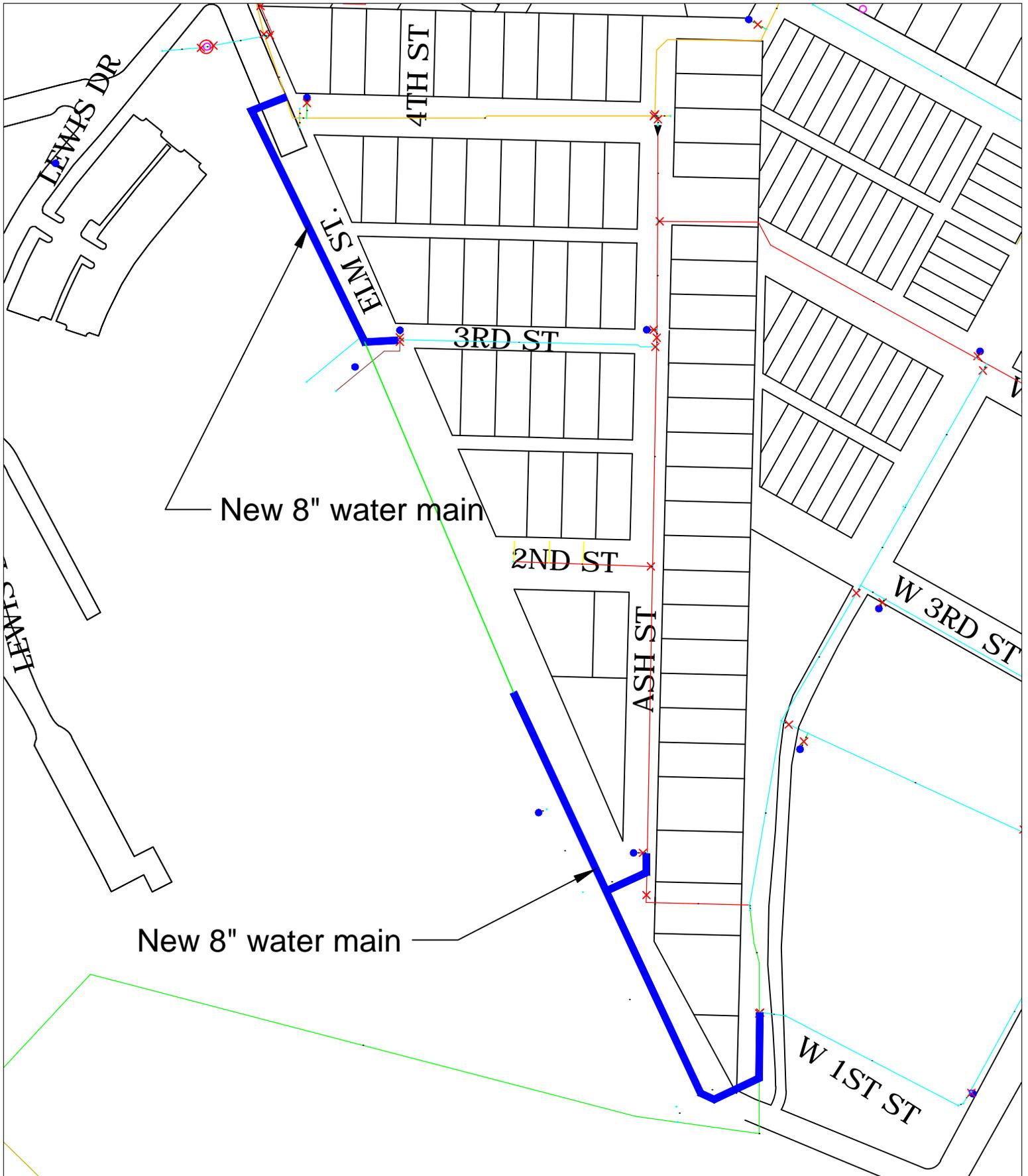
Consider authorizing the City Manager to enter a Contract with Stripe and Seal in the amount of \$233,458 for waterline improvements on Hickory and Ash from 27th Street to 29th Street and enter a contract with APAC-Kansas, Inc. in the amount of \$151,406 for waterline improvements on Elm Street from Fort Street to 4th Street. Funding would be from Water and Sewer Capital Reserve Fund.

Supporting Documentation

Location Maps
Bid Tabulation

Waterline Project I

Elm Street from 1st to 4th Street



Location E Waterline Improvements - Hickory from 27th to 29th

				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 4	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8" Concrete Paving (AE)	73	S.Y.	\$50.00	\$3,650.00	\$ 61.00	\$4,453.00	\$ 47.00	\$3,431.00	\$ 91.00	\$6,643.00	\$ 80.00	\$5,840.00
1.1	Asphalt Overlay	5	Tons	\$180.00	\$900.00	\$ 200.00	\$1,000.00	\$ 200.00	\$1,000.00	\$ 161.00	\$805.00	\$ 210.00	\$1,050.00
2	6" Driveway Entrance (AE)	53	S.Y.	\$50.00	\$2,650.00	\$62.00	\$3,286.00	\$45.00	\$2,385.00	\$74.00	\$3,922.00	\$73.00	\$3,869.00
3	Concrete 4" Sidewalk (AE)	151	S.Y.	\$35.00	\$5,285.00	\$38.00	\$5,738.00	\$33.00	\$4,983.00	\$45.00	\$6,795.00	\$64.00	\$9,664.00
4	Combined Curb & Gutter (AE)	3	L.F.	\$35.00	\$105.00	\$35.00	\$105.00	\$35.00	\$105.00	\$101.00	\$303.00	\$95.00	\$285.00
5	Concrete Sidewalk Ramp (AE)	33	S.Y.	\$45.00	\$1,485.00	\$40.00	\$1,320.00	\$42.00	\$1,386.00	\$64.00	\$2,112.00	\$68.00	\$2,244.00
6	Brick Detectable Warning	2	S.Y.	\$90.00	\$180.00	\$90.00	\$180.00	\$120.00	\$240.00	\$101.00	\$202.00	\$180.00	\$360.00
7	Removal of Concrete Pavement	73	S.Y.	\$10.50	\$766.50	\$17.00	\$1,241.00	\$7.00	\$511.00	\$25.00	\$1,825.00	\$16.00	\$1,168.00
8	Removal of Concrete Sidewalk	151	S.Y.	\$10.50	\$1,585.50	\$17.00	\$2,567.00	\$6.00	\$906.00	\$15.00	\$2,265.00	\$18.00	\$2,718.00
9	Removal of Curb & Gutter	3	L.F.	\$10.50	\$31.50	\$12.00	\$36.00	\$9.00	\$27.00	\$20.00	\$60.00	\$13.50	\$40.50
10	Removal of Entrance Pavement Connecting to Existing Water	53	S.Y.	\$10.00	\$530.00	\$17.00	\$901.00	\$8.00	\$424.00	\$20.00	\$1,060.00	\$27.00	\$1,431.00
11	Main	2	Ea.	\$1,200.00	\$2,400.00	\$925.00	\$1,850.00	\$1,200.00	\$2,400.00	\$1,300.00	\$2,600.00	\$5,260.00	\$10,520.00
12	10" Water Main (C900 PVC)	12	L.F.	\$50.00	\$600.00	\$75.00	\$900.00	\$38.00	\$456.00	\$84.00	\$1,008.00	\$66.00	\$792.00
13	8" Water Main (C900 PVC)	71	L.F.	\$36.00	\$2,556.00	\$42.00	\$2,982.00	\$36.00	\$2,556.00	\$63.00	\$4,473.00	\$47.00	\$3,337.00
14	6" Water Main (C900 PVC)	880	L.F.	\$22.00	\$19,360.00	\$28.00	\$24,640.00	\$21.00	\$18,480.00	\$49.50	\$43,560.00	\$36.00	\$31,680.00
15	1" Water Service Line	899	L.F.	\$10.00	\$8,990.00	\$6.00	\$5,394.00	\$5.00	\$4,495.00	\$16.00	\$14,384.00	\$1.90	\$1,708.10
16	1" Directional Boring	878	L.F.	\$12.00	\$10,536.00	\$13.00	\$11,414.00	\$12.00	\$10,536.00	\$10.00	\$8,780.00	\$8.00	\$7,024.00
17	6" Fire Line (DIP)	11	L.F.	\$60.00	\$660.00	\$85.00	\$935.00	\$50.00	\$550.00	\$88.00	\$968.00	\$75.00	\$825.00
18	New Fire Hydrant	2	Ea.	\$3,300.00	\$6,600.00	\$3,700.00	\$7,400.00	\$3,100.00	\$6,200.00	\$2,800.00	\$5,600.00	\$2,830.00	\$5,660.00
19	6" Gate Valve & Box	2	Ea.	\$1,100.00	\$2,200.00	\$1,200.00	\$2,400.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,200.00
20	Meter Set	33	Ea.	\$1,500.00	\$49,500.00	\$1,050.00	\$34,650.00	\$750.00	\$24,750.00	\$800.00	\$26,400.00	\$1,320.00	\$43,560.00
21	Service Connection	33	Ea.	\$80.00	\$2,640.00	\$85.00	\$2,805.00	\$82.00	\$2,706.00	\$150.00	\$4,950.00	\$180.00	\$5,940.00
22	Service Saddle	33	Ea.	\$200.00	\$6,600.00	\$190.00	\$6,270.00	\$185.00	\$6,105.00	\$200.00	\$6,600.00	\$260.00	\$8,580.00
23	8" Gate Valve & Box	2	Ea.	\$1,500.00	\$3,000.00	\$1,625.00	\$3,250.00	\$1,400.00	\$2,800.00	\$1,400.00	\$2,800.00	\$1,420.00	\$2,840.00
24	10" Gate Valve & Box	1	Ea.	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00	\$1,700.00	\$1,700.00	\$2,100.00	\$2,100.00	\$2,000.00	\$2,000.00
25	90 Degree Swivel x Swivel Hydrant Ell	2	Ea.	\$525.00	\$1,050.00	\$305.00	\$610.00	\$240.00	\$480.00	\$250.00	\$500.00	\$560.00	\$1,120.00
26	8" x 45 deg Bend	4	Ea.	\$290.00	\$1,160.00	\$315.00	\$1,260.00	\$340.00	\$1,360.00	\$200.00	\$800.00	\$430.00	\$1,720.00
27	8" x 8" x 6" Tee	2	Ea.	\$475.00	\$950.00	\$425.00	\$850.00	\$400.00	\$800.00	\$300.00	\$600.00	\$655.00	\$1,310.00
28	10" x 10" x 8" Tee	1	Ea.	\$570.00	\$570.00	\$550.00	\$550.00	\$475.00	\$475.00	\$500.00	\$500.00	\$820.00	\$820.00
29	8" x 6" Reducer	2	Ea.	\$350.00	\$700.00	\$250.00	\$500.00	\$250.00	\$500.00	\$150.00	\$300.00	\$370.00	\$740.00
30	Mobilization	1	L.S.	\$25,000.00	\$25,000.00	\$3,000.00	\$3,000.00	\$9,500.00	\$9,500.00	\$15,100.00	\$15,100.00	\$5,615.00	\$5,615.00
31	Traffic Control	1	L.S.	\$12,000.00	\$12,000.00	\$1,500.00	\$1,500.00	\$8,500.00	\$8,500.00	\$2,500.00	\$2,500.00	\$5,615.00	\$5,615.00
Total Cost Project E				\$176,240.50		\$136,387.00		\$122,747.00		\$172,515.00		\$172,275.60	

Location F Waterline Upgrades - Hays, Kansas

				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 3	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost

1	8" Concrete Paving (AE)	117	S.Y.	\$50.00	\$ 5,850.00	\$59.00	\$ 6,903.00	\$47.00	\$ 5,499.00	\$91.00	\$ 10,647.00	\$80.00	\$ 9,360.00
1.1	Asphalt Overlay	5	Ton	\$180.00	\$ 900.00	\$200.00	\$ 1,000.00	\$200.00	\$ 1,000.00	\$161.00	\$ 805.00	\$210.00	\$ 1,050.00
2	6" Driveway Entrance (AE)	90	S.Y.	\$50.00	\$ 4,500.00	\$58.00	\$ 5,220.00	\$45.00	\$ 4,050.00	\$73.00	\$ 6,570.00	\$74.00	\$ 6,660.00
3	Gravel Drive	12	S.Y.	\$25.00	\$ 300.00	\$50.00	\$ 600.00	\$24.00	\$ 288.00	\$28.50	\$ 342.00	\$50.00	\$ 600.00
4	Concrete 4" Sidewalk (AE)	121	S.Y.	\$35.00	\$ 4,235.00	\$38.00	\$ 4,598.00	\$33.00	\$ 3,993.00	\$46.00	\$ 5,566.00	\$64.00	\$ 7,744.00
5	Combined Curb & Gutter (AE)	13	L.F.	\$35.00	\$ 455.00	\$30.00	\$ 390.00	\$35.00	\$ 455.00	\$101.00	\$ 1,313.00	\$97.00	\$ 1,261.00
6	Concrete Sidewalk Ramp (AE)	34	S.Y.	\$45.00	\$ 1,530.00	\$40.00	\$ 1,360.00	\$42.00	\$ 1,428.00	\$65.00	\$ 2,210.00	\$68.00	\$ 2,312.00
7	Brick Detectable Warning	2	S.Y.	\$90.00	\$ 180.00	\$80.00	\$ 160.00	\$120.00	\$ 240.00	\$101.00	\$ 202.00	\$180.00	\$ 360.00
8	Removal of Concrete Pavement	117	S.Y.	\$10.50	\$ 1,228.50	\$17.00	\$ 1,989.00	\$7.00	\$ 819.00	\$25.00	\$ 2,925.00	\$15.00	\$ 1,755.00
9	Removal of Concrete Sidewalk	121	S.Y.	\$10.50	\$ 1,270.50	\$17.00	\$ 2,057.00	\$6.00	\$ 726.00	\$15.00	\$ 1,815.00	\$18.00	\$ 2,178.00
10	Removal of Curb & Gutter	13	L.F.	\$10.50	\$ 136.50	\$35.00	\$ 455.00	\$9.00	\$ 117.00	\$20.00	\$ 260.00	\$9.00	\$ 117.00
11	Removal of Entrance Pavement	90	S.Y.	\$10.00	\$ 900.00	\$17.00	\$ 1,530.00	\$8.00	\$ 720.00	\$20.00	\$ 1,800.00	\$26.00	\$ 2,340.00
12	Removal of Gravel Drive	12	S.Y.	\$9.00	\$ 108.00	\$20.00	\$ 240.00	\$6.00	\$ 72.00	\$10.00	\$ 120.00	\$5.00	\$ 60.00
13	Concrete Retaining Wall	22	L.F.	\$105.00	\$ 2,310.00	\$40.00	\$ 880.00	\$20.00	\$ 440.00	\$50.00	\$ 1,100.00	\$150.00	\$ 3,300.00
14	Connecting to Existing Water Main	2	Ea.	\$1,200.00	\$ 2,400.00	\$650.00	\$ 1,300.00	\$1,200.00	\$ 2,400.00	\$1,200.00	\$ 2,400.00	\$5,200.00	\$ 10,400.00
15	8" Water Main (C900 PVC)	57	L.F.	\$36.00	\$ 2,052.00	\$42.00	\$ 2,394.00	\$36.00	\$ 2,052.00	\$63.00	\$ 3,591.00	\$56.00	\$ 3,192.00
16	6" Water Main (C900 PVC)	916	L.F.	\$22.00	\$ 20,152.00	\$26.50	\$ 24,274.00	\$21.00	\$ 19,236.00	\$39.00	\$ 35,724.00	\$35.00	\$ 32,060.00
17	1" Water Service Line	788	L.F.	\$10.00	\$ 7,880.00	\$6.00	\$ 4,728.00	\$5.00	\$ 3,940.00	\$16.00	\$ 12,608.00	\$1.90	\$ 1,497.20
18	1" Directional Boring	770	L.F.	\$12.00	\$ 9,240.00	\$13.00	\$ 10,010.00	\$12.00	\$ 9,240.00	\$10.00	\$ 7,700.00	\$8.00	\$ 6,160.00
19	6" Fire Line (DIP)	5	L.F.	\$60.00	\$ 300.00	\$85.00	\$ 425.00	\$50.00	\$ 250.00	\$121.00	\$ 605.00	\$80.00	\$ 400.00
20	New Fire Hydrant	1	Ea.	\$3,300.00	\$ 3,300.00	\$3,500.00	\$ 3,500.00	\$3,100.00	\$ 3,100.00	\$3,200.00	\$ 3,200.00	\$2,800.00	\$ 2,800.00
21	6" Gate Valve & Box	1	Ea.	\$1,100.00	\$ 1,100.00	\$1,200.00	\$ 1,200.00	\$1,000.00	\$ 1,000.00	\$1,100.00	\$ 1,100.00	\$1,220.00	\$ 1,220.00
22	Meter Set	28	Ea.	\$1,500.00	\$ 42,000.00	\$920.00	\$ 25,760.00	\$750.00	\$ 21,000.00	\$835.00	\$ 23,380.00	\$1,340.00	\$ 37,520.00
23	Service Connection	28	Ea.	\$80.00	\$ 2,240.00	\$80.00	\$ 2,240.00	\$82.00	\$ 2,296.00	\$130.00	\$ 3,640.00	\$210.00	\$ 5,880.00
24	Service Saddle	28	Ea.	\$200.00	\$ 5,600.00	\$180.00	\$ 5,040.00	\$185.00	\$ 5,180.00	\$200.00	\$ 5,600.00	\$285.00	\$ 7,980.00
25	8" Gate Valve & Box	1	Ea.	\$1,500.00	\$ 1,500.00	\$1,625.00	\$ 1,625.00	\$1,400.00	\$ 1,400.00	\$1,500.00	\$ 1,500.00	\$1,500.00	\$ 1,500.00
26	90 Degree Swivel x Swivel Hydrant Ell	1	Ea.	\$525.00	\$ 525.00	\$305.00	\$ 305.00	\$240.00	\$ 240.00	\$350.00	\$ 350.00	\$680.00	\$ 680.00
27	6" x 45 deg Bend	2	Ea.	\$250.00	\$ 500.00	\$225.00	\$ 450.00	\$350.00	\$ 700.00	\$250.00	\$ 500.00	\$400.00	\$ 800.00
28	8" x 45 deg Bend	2	Ea.	\$290.00	\$ 580.00	\$315.00	\$ 630.00	\$340.00	\$ 680.00	\$250.00	\$ 500.00	\$430.00	\$ 860.00
29	8" x 8" x 6" Tee	1	Ea.	\$475.00	\$ 475.00	\$425.00	\$ 425.00	\$400.00	\$ 400.00	\$450.00	\$ 450.00	\$780.00	\$ 780.00
30	8" x 6" Reducer	1	Ea.	\$350.00	\$ 350.00	\$250.00	\$ 250.00	\$250.00	\$ 250.00	\$150.00	\$ 150.00	\$370.00	\$ 370.00
31	Mobilization	1	L.S.	\$25,000.00	\$ 25,000.00	\$3,000.00	\$ 3,000.00	\$9,500.00	\$ 9,500.00	\$15,100.00	\$ 15,100.00	\$5,600.00	\$ 5,600.00
32	Traffic Control	1	L.S.	\$12,000.00	\$ 12,000.00	\$1,500.00	\$ 1,500.00	\$8,000.00	\$ 8,000.00	\$2,500.00	\$ 2,500.00	\$5,600.00	\$ 5,600.00
Total Cost Project F				\$ 161,097.50		\$ 116,438.00		\$ 110,711.00		\$ 156,273.00		\$ 164,396.20	

Location I Waterline Improvements - Elm Street from 1st to 4th				J-Corp		Stripe and Seal		Nowak		Apac			
Item No.	Item	Quantity	Unit	Staff Estimate of Cost		Contractor 1		Contractor 2		Contractor 3		Contractor 3	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8" Concrete Paving (AE)	239	S.Y.	\$50.00	\$ 11,950.00	\$59.00	\$ 14,101.00	\$	\$ -	\$91.00	\$ 21,749.00	\$80.00	\$ 19,120.00
2	Concrete 4" Sidewalk (AE)	12	S.Y.	\$35.00	\$ 420.00	\$38.00	\$ 456.00	\$	\$ -	\$50.00	\$ 600.00	\$63.00	\$ 756.00
3	Combined Curb & Gutter (AE)	22	L.F.	\$35.00	\$ 770.00	\$35.00	\$ 770.00	\$	\$ -	\$101.00	\$ 2,222.00	\$125.00	\$ 2,750.00
4	Removal of Concrete Pavement	239	S.Y.	\$10.50	\$ 2,509.50	\$17.00	\$ 4,063.00	\$	\$ -	\$25.00	\$ 5,975.00	\$14.00	\$ 3,346.00
5	Removal of Concrete Sidewalk	12	S.Y.	\$10.50	\$ 126.00	\$17.00	\$ 204.00	\$	\$ -	\$15.00	\$ 180.00	\$13.00	\$ 156.00
6	Removal of Curb & Gutter	22	L.F.	\$10.50	\$ 231.00	\$35.00	\$ 770.00	\$	\$ -	\$20.00	\$ 440.00	\$5.00	\$ 110.00

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 9

MEETING DATE: 5-8-14

TOPIC:

Leak Detection Award of Contract

ACTION REQUESTED:

Authorize the City Manager to enter into contract with Wachs Water Services not to exceed \$43,920 for leak detection services on up to 180 miles of raw and potable water lines.

NARRATIVE:

Leaks can occur in the raw water and potable water systems and remain undetected for very long periods of time. These leaks can reduce potable water supplies during times of drought and can also be costly, due to unplanned overtime, infrastructure damage and the usage of chemicals and energy to produce potable water which is lost. Staff budgeted this item as part of a comprehensive water conservation effort. Wachs Water Services offered the broadest scope for leak detection services and received favorable references.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
Nicholas Willis, Interim Assistant Director of Utilities

ADMINISTRATION RECOMMENDATION:

Staff recommends the City Commission direct the City Manager to enter into a contract not to exceed \$43,920 with Wachs Water Services for leak detection services.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Leak Detection Proposals
Contract with Wachs Water Services

Commission Work Session Agenda

Memo

From: Nicholas Willis, Interim Assistant Director of Utilities

Work Session: May 1, 2014

Subject: Award of Leak Detection Contract

Person(s) Responsible: Bernie Kitten, Director of Utilities

Summary

In an effort to reduce water loss in the potable water distribution system and raw water collection system, city staff issued a Request for Proposals for leak detection services. Four firms submitted proposals. City staff is recommending award of contract to Wachs Water Services for Leak Detection Services not to exceed \$43,920 to be paid for from budgeted funds in the 2014 Utilities Department Water Conservation budget.

Background

Leak detection is considered a Best Management Practice for water utilities facing water supply constraints. Leak detection consists of “sounding” points on the system with specialized audio equipment. Leaking water has a specific frequency and can be readily heard through most pipe materials. Leaks can be pinpointed with a high degree of accuracy through a process known as leak correlation.

Hays has never surveyed its system for leaks. Staff is unsure of results, but does expect several leaks to be found. As the Utilities Department has a multi-year waterline replacement project, results, even those showing no leaks, can help inform the timeframe and urgency of waterline replacements.

Discussion

This service is being increasingly used by water utilities facing problems such as supply shortages, expensive treatment, liabilities related to water line breaks and excessive system losses. Locally, Salina used this type of service and found 180,000 gallons per day of leaks in their system, mostly coming from old fire hydrants.

Four firms submitted proposals for leak detection services. Two firms were disqualified; one submitted a proposal over the clearly outlined budget, while the other firm objected to city ordinances regarding indemnification.

All firms had similar scopes of services. Wachs Water Services is proposing to provide more coverage than other firms at a lower cost. Reference checks were favorable.

The two firms with acceptable proposals both appear to be high quality firms with deep experience in leak detection for utilities throughout the United States. Both finalist firms proposed to be able to cover the whole potable distribution system within budget, but Wachs Water Services proposed to cover the entire raw water collection system as well within their scope. The firm not being recommended proposed 55% coverage of the raw water system. Wachs also proposed slightly lower city staff time involvement when compared to other firms. City staff involvement should be limited to “lay of the land” local knowledge input, minor traffic control (the firm states their experience shows 95% of their work does not require traffic control above what they can handle) and cleaning of valve boxes when necessary. The project should take about a month.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

This is a budgeted item under Water Conservation projects. \$50,000 was allocated. The contract with Wachs Water Services proposes a cost of \$244 per mile. Staff is proposing a contract up to 180 miles in length with a not to exceed price of \$43,920.

Options

The City Commission has the following options:

- Award contract to Wachs Water Services
- Award contract to another vendor
- Reject all proposals

Recommendation

Staff recommends entering into a contract with Wachs Water Services not to exceed \$43,920 for leak detection services.

Action Requested

Authorize the City Manager to enter into contract with Wachs Water Services as enclosed with this memorandum.

Supporting Documentation

Contract with Wachs Water Services

Proposals Received for Leak Detection Services

Company	Scope	Proposed Price	Notes
ADS Environmental Services	All pipe in potable distribution and raw water collection systems	\$49,255	Disqualified due to objection to indemnification clause in City Ordinances
M.E. Simpson Co., Inc.	All pipe in potable distribution and raw water collection systems	\$52,150	Disqualified due to proposal over clearly defined budget
Utility Services Associates	All pipe in potable distribution & 55% of raw water collection pipe	\$50,000	
Wachs Water Services	All pipe in potable distribution and raw water collection systems	\$43,920	

Other Notes:

Hays' Request for Proposals clearly outlined a budget of up to \$50,000.

All firms had similar approaches to leak detection and would likely provide a quality product.

References called for both Utility Services Associates and Wachs Water Services. Both were positive.

Wachs provides website during project as part of scope so city staff can view progress and leaks found. No other firm did this.

Wachs appears to have less need for city staff time during project than Utility Services based on proposals.

***City of Hays, Kansas
Request for Proposals***

***COH Project 2014-05
Water Distribution System Leak Detection Services
And Water Loss Management***

***Date of Issue: March 7, 2014
Proposal Due Date: April 1, 2014***

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1. Introduction

The City of Hays, Kansas Department of Utilities (hereinafter called “the City”) is soliciting Request for Proposals for professional services to conduct a comprehensive Water Distribution System Leak Detection Survey. The purpose of this survey is to reduce the capital and operating costs of water treatment and minimize any secondary damage which could result from leaks. All services performed by the selected party (“firm”, “submitter”, or “contractor”) shall comply with AWWA M36 Manual, Alliance for Water Efficiency and other applicable industry standards, as well as any specific requirements of State and Federal agencies.

2. Rules of Preparation

The submitted proposals must follow the rules and the format established within this RFP. Adherence to these rules will ensure a fair and objective analysis of all proposals. Failure to comply with any portion of this request may result in the rejection of a proposal.

3. Proposer Inquiries

The Utilities Department of the City of Hays has prepared this RFP and has designated the Storm Water/Water Conservation Superintendent, Nicholas Willis, as project manager. Please direct questions or comments concerning either the administrative or technical requirements of this RFP to:

Nicholas Willis
Stormwater/Water Conservation Superintendent
City of Hays Utilities Dept.
1002 Vine Street
Hays, Kansas 67601
(785) 628-7350 office
(785) 628-7352 fax
nwillis@haysusa.com

To ensure a timely response, questions requiring a response should be faxed or e-mailed to the Project Manager at the specified number or address above.

4. Submission of Proposals

Please prepare and submit original plus two (2) copies of the proposal. Completed proposals should be clearly marked "RFP for Water System Leak Detection" and be submitted no later than 5:00 P.M. **April 1, 2014** to the project manager at the address in section 3.

Proposals received after the above date and time will be considered late and will not be accepted. Any late proposals will be returned unopened to the firm.

The City of Hays will not pay costs incurred in the proposal preparation including the costs for printing, demonstration, negotiation process, etc. All costs for the preparation of the proposal shall be borne by the proposing firm.

5. Notification of Withdrawal of Proposal

Proposals may be modified or withdrawn by an authorized representative of the firm or by formal written notice prior to the final due date and time specified for proposal submission. Submitted proposals will become the property of the City of Hays after the proposal submission deadline.

6. Scope of Services

The City of Hays, Kansas, is a community of 20,000 located along I-70 in west central Kansas. The city's service area covers approximately 6 square miles.

At a minimum, the services to be provided by the selected firm are to include, but not limited to, the following:

- a) Conduct a water leak detection survey on approximately 130 miles of water distribution mains and approximately 47 miles of raw water transmission lines, ranging in size from 2" to 20" in diameter. The distribution pipe material consists of cast iron (CI), ductile iron (DI), polyvinyl chloride (PVC), and asbestos-cement (AC, e.g. Transite). The system consists of approximately 8,000 residential, commercial, and industrial service connections. Water distribution mains are buried from 4 to 5 feet and the pressure varies from 45 to 90 PSI. City staff, in conjunction with the firm, will prioritize areas of concern, with a primary focus on older lines.
- b) Based on the firm's prior experience on jobs of similar scope, the firm will provide a percentage estimate on the amount of distribution and raw water transmission mains that can be tested given our budgeted amount. The Hays City Commissioners budgeted \$50,000 for this project during the 2014 budgetary process. The City understands this percentage will be an estimate and in-field conditions will dictate the amount of survey completed.
- c) The firm shall include with his proposal a description of all leak detecting and locating equipment to be used to perform the professional services. This equipment should incorporate a variety of methods including, but not limited to, sonic listening, data loggers, hydrophones, computer-based leak sound correlators, and ground phones.
- d) Listening distances should not exceed 300 feet of separation between listening points where possible, i.e. valves, hydrants, meters, and flush valves.
- e) Conduct daily meetings with City utility department staff for updates on leak detection reports and setup the following day's testing schedule. The leak report provided by the firm to the City should include an estimate on the size of each leak located (in gallons per day), as well as a detailed location of the leak.
- f) Locate identified leaks with City crews and assist in prioritizing the repair schedule based on leak severity. Whenever the City repairs any leak detected by the firm prior to completion of the survey field work, the firm shall, without additional compensation, resurvey that particular section of the system.

7. Contents of Proposal

Each proposal will include the following:

- a) A cover page containing the firm's legal name, address, and contact information.
- b) A description of the capability of experienced personnel to perform the requested services, including experience in water system leak detection and development of water loss reports.
- c) Identification of dedicated staff of the firm proposed to be assigned, including qualifications of each of the professional personnel to be assigned (resumes, work experience may be attached).

- d) Approach to activities to be performed. **Included in the proposal will be specifics on the firm's methodology of performing leak detection on both water distribution mains and raw water transmission lines.**
- e) Documents that demonstrate the firm's deliverables during and after project completion, including sample leak reports and project summaries.
- f) A list and description of related experience on similar services performed for municipal/public utility clients that demonstrate the firm's competence and ability to perform the required services, including the name and contact information of a representative of the firm's client(s) who are knowledgeable of the firm's work.
- g) Attach a copy of the firm's proposed contract and fees.
- h) Obligations of the City regarding mapping, resources, personnel, and traffic control measures. If a City utility representative is required on a full-time basis during the survey, please indicate in the proposal.

8. Contractual Obligations

The successful firm will be required to enter an Agreement for Professional Services with the City of Hays in which the firm will undertake certain obligations. These obligations include, but are not limited to, the following:

Inclusion of Proposal: The proposal submitted in response to this RFP will be incorporated as part of the Agreement for Professional Services.

Insurance: The Contractor shall secure, and maintain throughout the duration of this Contract, insurance of such types and in such amounts as may be necessary to protect himself against all hazards or risks of loss as hereinafter designated and specified. The form and limits of such insurance, together with the underwriter thereof in each case, shall be approved by the Owner but, regardless of such approval, it shall be the responsibility of the firm to maintain adequate insurance coverage at all times. Failure of the firm to maintain such coverage shall not relieve him of any contractual responsibility or obligation.

If a part of the Contract work is to be sublet, the firm shall:

- a) Cover any and all subcontractors in his insurance policies, or
- b) Require each subcontractor not so covered to secure insurance, which will protect said subcontractor against all applicable hazards or risks of loss designated herein.

Satisfactory certificates of insurance shall be filed with the Owner prior to starting any work for or in connection with this Contract. Said certificates shall state that ten (10) day's written notice will be given the Owner before any policy covered thereby is changed or cancelled.

Workmen's Compensation and Employers' Liability Insurance: This insurance shall protect the Contractor against any and all claims brought under the Workmen's Compensation Law for the state or states involved in work performed under this Contract. It shall also protect the Contractor against claims for injury to, disease or death of workmen engaged in work under this Contract which, for any reason, may not fall within the provisions of the Workmen's Compensation Act.

Workmen's Compensation

Statutory

Employers' Liability	\$100,000 each person per accident
	\$100,000 each person for disease
	\$500,000 aggregate for disease

Comprehensive General Liability Insurance: This insurance, to be on the comprehensive form, shall protect the Contractor against any and all claims arising from injuries to members of the public or damage to property of others arising out of any act or omission of the Contractor, his agents, employees or subcontractor, in connection with the operation or performance of the work for and in connection with this Contract. In addition, this general liability insurance policy shall specifically insure the contractual liability of the Contractor assumed under the foregoing Paragraph, "Defense of Suits".

The property damage liability coverage under this policy shall contain no exclusion relative to damage to underground property.

Liability limits for general liability insurance coverage under this policy shall be not less than \$500,000 combined single limit per occurrence.

Comprehensive Automobile Liability Insurance: This insurance, to be on the comprehensive form, shall protect the Contractor against any and all claims for injuries to members of the public and damage to property of others arising from the use of automobiles and trucks in connection with the performance of work under this Contract, and shall cover the operation on or off the site of the work of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired by the Contractor. The policy shall include an "all states" endorsement.

Liability limits for automobile liability insurance coverage under this policy shall be not less than the following:

Bodily Injury	\$100,000 each person
	\$300,000 each accident
Property Damage	\$300,000 each accident

9. Right of the City of Hays to Reject Proposals

The City of Hays reserves the right to reject any and all proposals or any part of any proposals, to waive minor defects or technicalities, or to solicit new proposals on the same project or on a modified project which may include portions of the originally proposed project as the City of Hays may deem necessary in its best interest. The City also reserves the right to negotiate with any firm, all or part of any proposal that is in the best interest of the City.

10. Evaluations

The committee evaluating the proposals will base the evaluation on the proposal that will best serve the City of Hays most economically.

11. Non-limitations to RFP

The format of the RFP must be followed and all requested information must be submitted as indicated; however, the City of Hays is receptive to any additional suggestions pertaining to services development, additional related capabilities, and any alternative methods for providing related services. Any exceptions to the RFP terms and conditions must be included in writing in the proposal.

12. Interpretations and addenda

No interpretation made to any respondent as to the meaning of the RFP shall be binding on the City of Hays unless repeated in writing and distributed as an addendum by the City of Hays. Interpretations and/or clarification shall be requested in writing from the contact person listed in Section 3.

13. Projected Schedule of Events

<u>Release of RFP Document</u>	<u>March 7, 2014</u>
<u>Pre-proposal Conference</u>	<u>None</u>
<u>Last day to submit proposals</u>	<u>April 1, 2014</u>
<u>Staff Recommendation to City Commission</u>	<u>April 24, 2014</u>
<u>Anticipated Notice to Proceed</u>	<u>May 1, 2014</u>

14. Proposal Response Format

In order to facilitate the analysis of responses to this RFP, firms are required to prepare their proposal in accordance with the instructions outlined in sections 4 and 7.

Proposals should be prepared as simply as possible and provide a straightforward, concise description of the firm's capabilities to satisfy the requirements of the RFP. Expensive bindings, color displays, promotional material, etc., are not necessary or desired.

15. Confidentiality of Documents

All responses to the RFP submitted by firms shall be deemed public documents at the time opened by City of Hays. The RFP is intended to be worded in a manner so as not to elicit proprietary information from the firm. If proprietary information is submitted as part of the proposal, such information is to be labeled proprietary and be accompanied with a request that the information is to be returned by the City of Hays to the submitter. Any proposal that is submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.

16. Legal Notice

Required Contractual Provisions: Unless specifically waived in its request for bids or request for proposals, or included as alternate provisions to be bid or proposed, the City of Hays, Kansas, shall not award contracts nor let bids to individuals or entities unless the vendor, contractor or individual agrees to indemnify and hold the City of Hays, Kansas, harmless from any and all losses, damages or expenses of any kind arising out of any and all claims, demands, or causes of action initiated against the City of Hays, Kansas, by competing entities bidding on the project which is the subject of the contract.

Prohibited Contractual Provisions: Unless specifically waived in its request for bids or request for proposals, or included as alternate provisions to be bid or proposed, the City of Hays, Kansas, shall not award contracts nor let bids to individuals or entities which attempt to do any of the following or include any of the following in the proposed contract:

- a) Any diminishment of the common law or statutory standard of care, limitation of liability, or other attempt to reduce responsibility for mistake, error, or negligence of any type on the part of the vendor, contractor or individual.

- b) Attempts to limit liability for breach of contract or negligent performance to the amount of the payment to the contractor by the city.
- c) Attempt to claim ownership of intellectual property created during the performance of the contract with the city.
- d) Arbitration agreements.
- e) Provision for damages for breach by owner contrary to common law or statute including, but not limited to, any attempt to provide for attorney fees as part of recoverable damages.
- f) Attempt to designate any forum or venue for resolution of disputes other than Ellis County District Court, Kansas.
- g) Any other attempted reallocation of risk contrary to common law or statute.
- h) Any attempt to eliminate the city's ability to collect consequential, exemplary or punitive damages, or any other measure of damages permitted by law, in an action against the vendor, contractor or individual for breach of contract.

Prohibited Acts: Unless specifically permitted to do so by the request for bids or request for proposals, no vendor, contractor or individual submitting proposals or bids to the City of Hays, Kansas, shall attempt to insert any of the contractual provisions prohibited by Section 2-577 into any contracts or agreements proposed to the City of Hays, Kansas.

Penalty for Violation of Article: Any vendor, contractor or individual who, without the express permission of the City Manager of the City of Hays, Kansas, proposes to enter into or enters into a contract with the City of Hays, Kansas, which omits any of the contract provisions required by Section 2-576 of this article or contains any of the contract provisions barred by Section 2-577 of this article, may be found by the City Manager of the City of Hays, Kansas, to be in violation of this article and vendors, contractors or individuals found to be in violation of this article may be barred from bidding on future contracts with the City of Hays, Kansas.

Conflict Between Article and Contract: To the extent any contract entered into by or on behalf of the City of Hays, Kansas omits any of the contract provisions required by Section 2-576 of this article, the article will prevail and the required contract provisions will be read into the contract. To the extent any contract entered into by or on behalf of the City of Hays, Kansas contains any of the contract provisions barred by Section 2-577 of this article, the article will prevail and the offending provisions shall be null and void and shall be unenforceable as to the City of Hays, Kansas.

The City of Hays expects a professional job, done commensurate with the standards and practices of the profession/or business. All persons awarded and/or entering into purchase orders with the City of Hays shall be subject to and required to comply with all applicable City, State and Federal provisions.

The City of Hays has an affirmative action program. Any firm will be required to include the following statement in any contract with the City of Hays: "Contractor shall not discriminate in the employment of persons engaged in the performance of this Agreement on account of race, color, national origin, ancestry, religion, sex, marital status, physical handicap, or medical condition, in violation of any federal or state law. Contractor shall comply with all requirements of the City of Hays pertaining to affirmative action with regard to employment while this Agreement is in effect."

At any time, the City may elect to abandon the project. At that time, the consultant would be compensated for all items previously completed.

Rights to intellectual property developed, utilized, or modified in the performance of services shall remain the property of the City of Hays.

This contract is subject to the provisions of Part II, Chapter 2, Article XI of the City of Hays, Kansas Code of Ordinances.

All parties doing business with the City of Hays should familiarize themselves with the provisions of Chapter 2, Article XI, Sections 2-576 through 2-580, prior to proposing any contract to the City of Hays.

City of Hays, Kansas
 Water Distribution System Leak Detection and Water Loss Management
 COH Project 2014-05
 Addendum No. 1

The purpose of this addendum is to address questions that have been asked during the RFP review process.

Question 1: Please include the percentage of PVC, pipe diameter range, and number of miles of pipe over 14” for both the 130 mile water distribution system and 47 mile raw water transmission system.

Answer to Q1:

Water Distribution System	Raw Water Transmission System
11.45% PVC	36.4% PVC
Dia. Range – 1”-24”	Dia. Range – 1”-20”
>14” – 7.2 miles	>14” – 16.3 miles

Question 2: Please re-confirm that the total miles of pipe to be surveyed is 177 miles (130 distribution and 47 raw water transmission).

Answer to Q2: According to the most current records, the total miles of pipe to be surveyed is 176.2 miles (133.5 miles of water distribution system and 42.7 miles of raw water transmission).

Question 3: Please confirm the material type(s) for the raw water mains in percentage terms and/or miles.

Answer to Q3:

Material	Miles	Percentage of System
PVC	15.53 mi.	36.4%
CIP	14.88 mi.	34.8%
RCCP	8.64 mi.	20.2%
DIP	2.36 mi.	5.5%
AC (Transite)	1.32 mi.	3.1%

Question 4: Please confirm the material type(s) for the water distribution mains in percentage terms and/or miles.

Answer to Q4:

Material	Miles	Percentage of System
DIP	116.5	87.24%
PVC	15.3	11.45%
AC (Transite)	0.5	0.38%
CIP	0.02	0.01%
Undocumented	1.2	0.92%

Question 5: Please confirm the type of material(s) your water services are. If mixed, please confirm by type mains in percentage terms and/or miles.

Answer to Q5: Until a year or two ago, all standard water services had copper between main and meter. Most residential homes have copper from meter to service entry into the home. We do not believe there is any lead or galvanized service lines between meter and main, but may be wrong. New meter sets will be poly line between meter and main.

Service lines for big meters will vary, but more than likely will match the main line material. All but approximately 100 meters are brass. We have a few composite i-pearl meters; most would be in new development. A few steel meters (larger diameters) do exist.

Fire hydrant lines will almost always be the same material as the main line unless it's been replaced. Valves & fire hydrants will all be metal.

Question 6: Does the City of Hays have a water meter replacement program?

Answer to Q6: No systematic water meter replacement program is currently implemented.

Question 7: What is the average age of the meters in your system?

Answer to Q7: The City of Hays started a 10-year meter change out program in 1995, averaging 750 meter replacements per year. This meter replacement program was completed in 2004. Average meter age is approximately 15 years.

Mr. Nicholas Willis
City of Hays, Kansas – Utilities Department
1002 Vine Street
Hays, Kansas 67601

COH Project 2014-05

City of Hays, Kansas – Water Distribution System Leak Detection Services and Water Loss Management RFP for 130 Miles (Water Distribution Mains) and 47 Miles (Raw Water Transmission Lines)

Mr. Willis,

Wachs Water Services (WWS) is pleased to submit to the City of Hays the enclosed proposal to provide distribution system leak detection survey services using the most advanced processes and the most experienced team of water services professionals. Our Team will survey, pinpoint and document more listening points than any other proposer and thusly will provide the most accurate and complete water loss survey possible for the City of Hays. The purpose of this program is to identify, pinpoint and dramatically reduce any potential water losses utilizing proven methodologies that produce the most cost effective results. Our approach, as outlined within this proposal, will meet and exceed every project objective and deliver the most complete and accurate water loss survey.

Wachs Water Services delivers more value than any other proposer by: leak listening to more assets (using more listening points), delivering the highest level of accuracy (finding more leaks), and reporting progress and results in near real time on a daily basis (not at the end of the project). Using a feature rich, web-based browser application, Wachs will make available to the City of Hays managers and project personnel project details and activities on an unprecedented level. We will make available and share online every listening point on map overlays, the results of each leak listening activity, and all other asset inspection data collected (including pictures). This is all done online, using readily available and FREE web browser applications. This will make the Wachs Team and our service delivery the most transparent and keep the City of Hays highly informed on the execution and superior value being delivered by Wachs as part of this program.

Wachs Water Services submits the following information regarding our submittal:

Proposal Title:	Water Distribution System Leak Detection Services and Water Loss Management RFP for the City of Hays
Company Name:	Wachs Valve and Hydrant Services, LLC dba Wachs Water Services
Company Address:	801 Asbury Drive Buffalo Grove, Illinois 60089
Company Telephone No:	800-525-5821
Company Fax No:	847-415-2196
Company Executive:	Wayne Pratt, Vice President
Contact Person:	Paul Schumi, Business Development Manager

We are very pleased to submit the attached proposal for your consideration.

Sincerely,

Paul Schumi
Business Development Manager
Mobile: 630-485-9870
pschumi@wachsws.com

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Water Distribution System Leak Detection Services

Key Staff Credentials

Wachs Water Services (“WWS”) maintains a team of highly qualified and experienced personnel in many different parts of the country. Our leak service crews are highly trained professionals with the expertise necessary to deliver your program objectives. We utilize state-of-the-art analog and digital leak detection equipment to identify pinpoint, measure and reduce water losses. Wachs Water Services has the deep experience and qualifications needed to make the City of Hays Program a resounding success. Below is information on our Lead Leak Detection Project Manager and Technicians. Personnel will be made available to support the City of Hays Program as needed.

Henry Scott, Project Manager

Henry Scott is a Project Manager and Lead Leak Detection Technician for Wachs Water Service. Henry has experience with leak detection on virtually all pipe materials and has developed leak detection techniques for each. He has assisted in training and developing personnel in the work order and water auditing areas. Henry is our Baltimore operation leak detection expert because he has a strong knowledge of troubleshooting water system problems, especially the hydraulic path of water leakage through and along water systems. Henry has personally worked on water system infrastructure repairs, water valve exercising and conducted water system shutdowns in the Baltimore Metropolitan Water System. He has a strong knowledge of Wachs’ operations and procedures including valve/hydrant assessment, leak detection, shutdowns and work order repairs. Henry has helped to implement leak detection procedures and procedure summary documentation. Using his knowledge of how water systems are connected and hydraulically operate, he has the critical skills necessary to review and seek out the root causes of system problems, or challenges and develop and execute actions to achieve results.

Training & Certifications: OSHA 10 Hour, Wachs Certified Operator, Crew Chief and Project Manager, Wachs Certified Trainer, Water Utility Infrastructure Maintenance & Management, Wachs Water Audit / Leak Detection Certified Technician, Baltimore Operation Leak Detection Expert, Confined Space Entry Trained, MD SHA Trained Temporary Traffic Control Manager, First Aid / CPR Certification, Hydrant Flushing / Flow Trained (AWWA M17, NFPA 291), Trimble GPS, Certified TM-7 Operator, DOT Certified Vehicle Driver

Justin Christman, Leak Detection Technician (resume attached)

Justin has worked on many water distribution system projects in cities across the country including Houston, TX, Atlanta, GA and Des Plaines, IL. Justin is trained in all of Wachs leak detection processes, equipment,



“Wachs Water Services maintains a team of highly qualified and experienced personnel.”



and techniques and has over five (5) years of professional experience in leak detection.

Training & Certifications: OSHA ten (10) Hour, Field Operations Classroom Trained, Wachs Certified Operator, Crew Chief, Truck Safety, Equipment and Inspection Training, Trimble Operation and Data Management Training, Wachs Water Audit / Leak Detection Certified Technician, First Aid/CPR Certification, Confined Space Entry Trained, Flagger Certification,

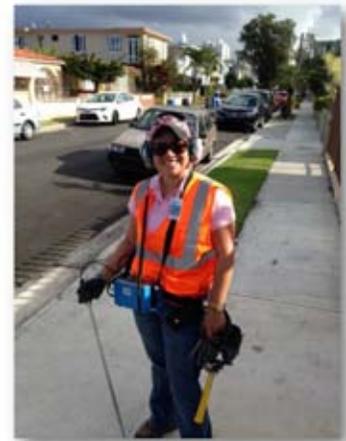
Kristopher Henley, Leak Detection Technician

Since joining Wachs Water Services Kristopher has worked on many water distribution system projects in cities across the country including, Austin, TX, Fort Carson, CO and San Antonio, TX. Kristopher has over six (6) years of professional experience in the water industry, specifically in leak detection.

Training & Certifications: Field Operations Classroom Trained, Wachs Certified Operator, Crew Chief, Truck Safety, Equipment and Inspection Training, Trimble Operation and Data Management Training, Wachs Water Audit / Leak Detection Certified Technician First Aid/CPR Certification, Confined Space Entry Trained.

Jose Rose, Leak Detection Technician

Since joining Wachs Water Services Jose has worked on many leak detection projects in cities across the country including, Jaffrey, NH, Amherst, VA, Baltimore, MD and Berkley Springs, WV. Jose is experienced with the successful delivery of our leak detection and, valve and hydrant programs to utilities nationwide. As a lead special services technician, Jose performs leak detection investigations, water sampling, water audits, pressure checks, and troubleshoots customer water complaints. Jose is trained in all of Wachs leak detection processes, equipment, and techniques. Jose has trained leak detection operators on listening/ survey equipment, correlators, and digital loggers. He has excellent interpersonal skills and is able to communicate effectively with residents and customers as to the nature and causes of their water leak issues.



Training & Certifications: OSHA ten (10) Hour, Field Operations Classroom Trained, Wachs Certified Operator, Crew Chief, Truck Safety, Equipment and Inspection Training, Trimble Operation and Data Management Training, First Aid/CPR Certification, Confined Space Entry Trained, Flagger Certification, Hydrant Flushing/ Flow Trained (AWWA M17, NFPA 291, Wachs Water Audit / Leak Detection Certified Technician.

NOTE: Wachs Water Services reserves the right to utilize additional or other qualified staff to provide the services offered within this proposal, and may at any time allocate other resources, as is necessary.

List of Equipment

Leak Survey Equipment

Wachs Water Services will provide specialized, advanced, CPU based electronic leak detection equipment, sonic audio listening devices and skilled operators to effectively and efficiently perform the leak survey (equipment make/model listed below).

FCS Lmic

We use the Lmic for general leak sounding operations within our programs. The Lmic can be fitted with either a tripod foot (for use as a ground microphone) or probe rods (for sounding at fittings).

Stethophon® 04

The Stethophon compact is an acoustic detector for water leak detection.

Radiodetection CAT3+

C.A.T3 (Cable Avoidance Tool) is an advanced cable avoidance tool delivering world class performance from a powerful digital processing platform detects signals naturally radiating from metallic services or the Genny3 can be used to apply a distinctive signal that the C.A.T can detect.

Sewerin Listening Device Aquaphon

When a pressurized water pipe develops a leak the water flows out into the surrounding soil at high speed, which causes the pipe material to vibrate at the exit point. This vibration, or sound, is transmitted by the pipe. This “noise” can be heard with the even at remote contact points. It may also cause the water jet and the pipe, in the vicinity of the leak, to induce vibration into the surrounding soil. This “noise” is transmitted to the surface, where it can be picked up.

“WWS will provide specialized, advanced, CPU based electronic leak detection equipment, sonic audio listening devices and skilled operators.”



Metrotech VM-810

The antenna system in the locator is different to a normal locator. Instead of placing Antennas on the same center line – one antenna is offset to the right and another to the left. This together with extremely sensitive electronics enables the locator to find which antenna is receiving the strongest signal and therefore indicate which direction one has to move to be over the buried line. Other locators look for the trend in the increase or decrease of signal strength from inline antennas. Differential Left/Right location provides a much sharper crisp response making the position of the buried line easier to pinpoint.



Leak Pinpointing Equipment

Wachs Water Services will provide specialized, advanced, sensitive electronic leak pinpointing equipment and skilled operators to effectively and efficiently perform the leak pinpointing. Electronic correlation equipment is one method that will be employed to pinpoint leaks. After a leak has been correlated a final audio detection will be performed to verify the leak. Records and documentation of all leak pinpointing activities will be maintained, and presented to the Customer. Wachs Water Services will attempt to pinpoint as many leaks as possible found during the sounding audit (equipment make/model listed below).

“Wachs Water Services will provide specialized, advanced, sensitive electronic leak pinpointing equipment and skilled operators.”

Subsurface Leak Detection LD-12

The SubSurface LD-12 Water Leak Detector offers the top features in amplification and audio clarity. One of the finest sonic listening devices on the market today, the large meter display of the leak sound intensity is easily visible in all outdoor lighting, from bright sunlight to total darkness. The LD-12 includes a base plate for "ground miking" on city streets or concrete slabs and both a magnet base and a contact rod for water leak "surveying" at hydrants, valves, and meters.



Subsurface Leak Detection LC-2500

The SubSurface LC-2500 Leak Noise Correlator is very lightweight and compact, yet it offers full capabilities for programming and correlating leak noise from many different pipe materials and pipe diameters. Great Sensors, powerful radios and fast processing of sounds make the LC-2500 truly the best performing correlator on the market.

Sewerin Leak Correlator SeCorr -08

The SeCorr® 300 is Sewerin's new fully digital correlator offering unprecedented performance in finding water leaks even on plastic pipes and trunk mains. The fully digital signal processing and data transmission largely eliminate the limitations experienced with conventional analogue correlators.



Metrolog HL 7000

Acoustic noise loggers designed for continuous, battery-powered maintenance free use. All leak information is transferred via radio to a receiver. The Metrolog sound loggers store and transmit leak status, noise level, frequency, and logger mode designations. The bidirectional radio system allows the loggers to be programmed individually or in groups.



HL6000X – PC Correlator

The correlator uses sophisticated radio technology for long range operation. The user can perform correlations on and off-site with saved data files. There are enhanced process integrations with a GPS antenna and the ability to integrate GIS software. If pipe data is unknown, the user can carry out automatic speed measurements in conjunction with the automatic filtering and multi-position correlation results to find the correct pipe data to perform correlations.



Quality Control and Assurance

The experience of our field technicians and the equipment we use reduces the amount of false positives. We collect our data using smart devices like iPads and integrate in the utilities' enterprise GIS. Our data collection workflow facilitates our data to be available in real time which can greatly expedite the leak repair process.

All electronic leak detection equipment goes through a self system check upon start-up. Audio listening devices are checked on a regular basis utilizing a replicated leak, by means of a fire hydrant. Critical battery levels are constantly monitored during all equipment use.

“All electronic leak detection equipment goes through a self system check upon start-up. Audio listening devices are checked on a regular basis.”

Approach and Methodology

WWS understands that a Leak Detection program is an important revenue reclamation activity for the City of Hays. We will develop a program plan that meets your objectives and delivers the results that you want. We are the nation's experts at delivering distribution system programs and we know how to achieve program objectives. WWS brings added value to all our programs through our distribution system experience and best practices. We are content to share our learning's with you from across the country.



The purpose of the leak detection survey is to accurately identify specific locations as requested by the City of Hays, which then can be excavated by the City of Hays staff and remediated as necessary to reduce any amount of water loss and recover loss revenue. WWS understands that raw water transmission lines may have less access points and lower pressure than water distribution system mains. Since these factors affect the technician's ability to identify a leak with standard listening survey equipment, WWS will utilize acoustic zone monitoring data loggers with the ability to identify a leak in the pipeline during the overnight hours. Data loggers are highly sensitive and are more effective in identifying leaks on transmission mains.

Workflow and Other Documentation

The workflow diagram pictured right is a visual representation of our leak detection workflow process which demonstrates and describes the process we will use to perform the work for this project from receipt of an assignment through data delivery to the City of Hays.

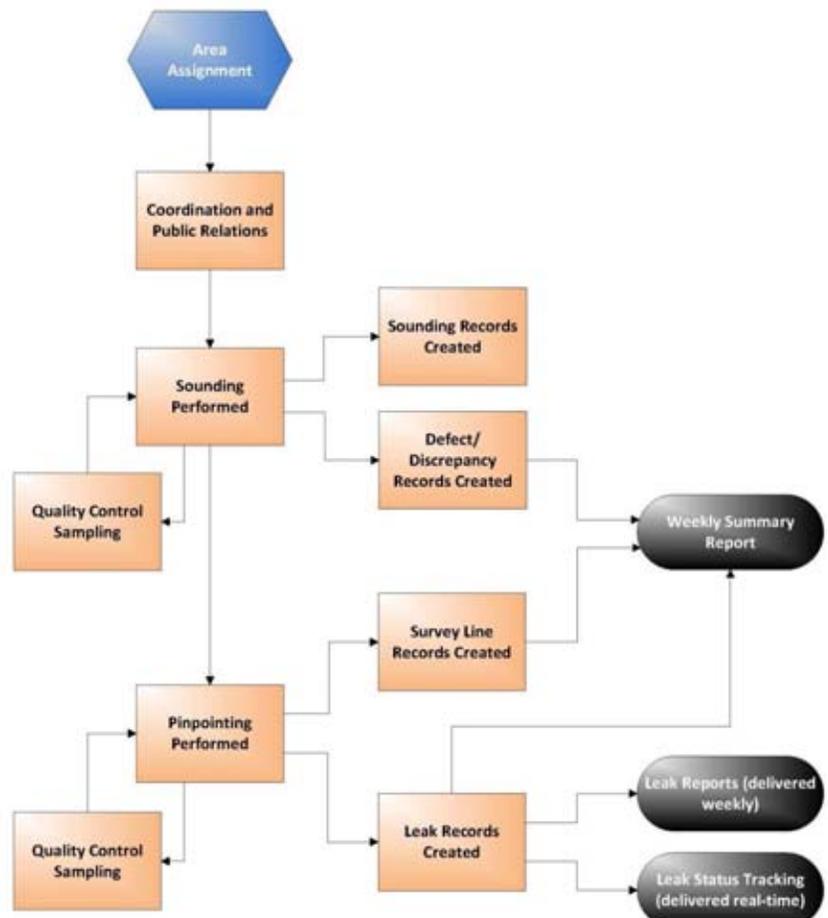
Overview of Leak Detection Activities

WWS will ensure the highest efficiency and effectiveness of leak detection efforts. Prior to the daily execution of leak detection survey activities all of the pre-work and planning will have been completed. The Project Manager will oversee all activities:

The sequence of work, on a daily basis, will include all of the following activities.

- Safety meeting
- Provide appropriate traffic control and safety measures
- Locating starting asset to begin survey
- Listen to assets to identify audible leaks

Workflow Diagram



- If no leak sound heard, move to the next identified asset in the leak detection survey.
 - If a leak sound is heard, identify other nearby assets to narrow the leak location point (valves/meter boxes, etc.)
 - Begin correlation between the two (2) assets with highest audible sound of suspect leak
 - Place correlator sensors on two (2) identified assets (this is in areas where metallic pipe is known)
- On the control box, enter all of the known information (distance, pipe material, etc.)
- Begin correlation
- If correlators are able to identify the leak and the main location is known, then mark off the area with a measuring wheel and white paint
- If the correlators are able to identify the leak, and the main location is not known, then use a ground microphone to pinpoint the leak location and mark with white paint, a four (4) ft. by six (6) ft. box with a nail and ribbon
- GPS map location of leak and assets used to correlate
- Return the work area to its original state

“Wachs Water Services has the deep experience and qualifications needed to make the City of Hays Program a resounding success.”

Listening Point Access

The City of Hays will provide WWS with at least one (1) copy of their most current water distribution maps for the project area.

Listening Points

Listening points shall include water main valves, meters and hydrants and any other appurtenance necessary to perform a thorough leak survey. When additional acoustic information is required, and water main access is limited, ground microphones will be utilized on ground surfaces for surveying.

Correlating/Pinpointing Leaks

Correlation is a way of pinpointing leaks in water mains. A leak in a pipe under pressure creates noise that travels through the pipe walls, the surrounding ground and along the contents of the pipe. If two highly sensitive correlation microphones are attached to two different listening points on a pipe with an identified potential leak, sound from the leak takes longer to travel to the microphone furthest from the leak; this is referred to as the “time delay”. Utilizing this and other information (pipe diameter, material and length of section under test), the exact leak position can be calculated by using the correlators. Once a suspected leak is correlated, a Wachs technician will then use a ground microphone to confirm the leak. The leak will then be mapped via GPS and marked accordingly. Since the accuracy of pinpointing relies primarily on the acoustic characteristics of the pipe, the accuracy of the pipe size, length, material and lateral configurations, overnight, and possibly longer term logging may be utilized to record acoustic information, at the discretion of the City of Hays.

City of Atlanta Pilot Leak Detection Survey

ADDRESS 750	SERVICE REQUEST No. 11007	LEAK REPORT No. 1
STREET Richardson Rd NW	PLAT 2215-05	RESPONSIBILITY CDA
CROSS STREET Wingman Rd NW	DATE 10/2/09	TIME 1:00:00 PM
LEAK TYPE SERVICED CITY	CLASS 1	STATUS ACTIVE
EST. GPM 2.0 gpm		
EST. GPD 0.330 gpd		
EST. GPM 1.570 (200) gpm		
EQUAL WATER No		
PIPE SIZE 3045	COMMENTS: Leak found by crew #2 (shooting at ground)	
PIPE MATERIAL 7	MARKED YES SUBMITTED YES	
DEPTH HYD MAIN 6ft	COMMENTS: Leak found by crew #2 (shooting at ground)	
COVER (Material)		
ACOUSTIC YES		
CORRELATION Yes		
LOGGED OVERNIGHT NO		
TECHNICIAN Tom Christian 10/2/09		

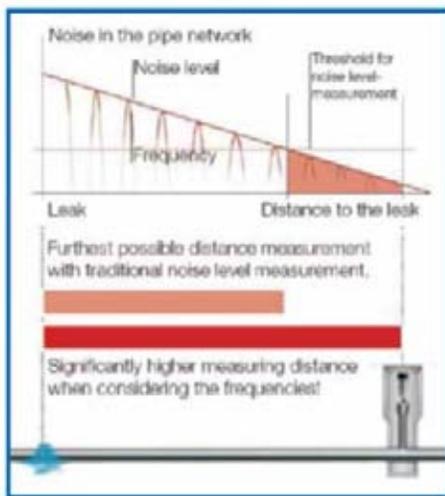
Detailed Leak Report

Utilizing Acoustic Data Loggers

WWS utilizes The Metrolog which is the only acoustic logging system that analyzes sound frequency and level. This is especially important on applications sound levels diminish rather quickly. By capturing the frequency, the Metrolog HL7000 can provide a more reliable diagnosis of a leak. The captured frequency will add in the correlation of leaks. The user will know exactly what noise filtering to utilize during the leak correlation phase which will reduce false positives.

The frequency analysis allows for leak identification on distribution, transmission, and raw water lines. The loggers will identify a leak noise and determine its frequency. This technology allows our technicians to identify the presence of a leak on pipelines where access points are minimal. The data can be downloaded and saved to a PC and further analyzed by the technician.

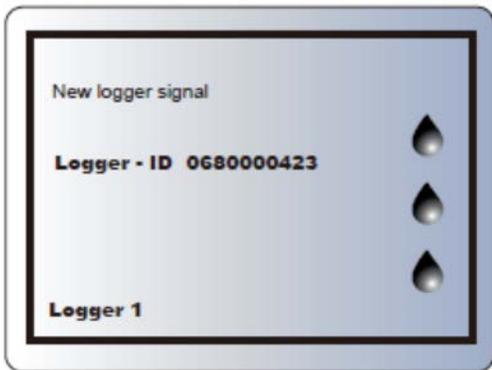
Best Sound Results



Above diagram shows the difference between trying to record the sound and establishing the frequency of the sound. More distance can be achieved.

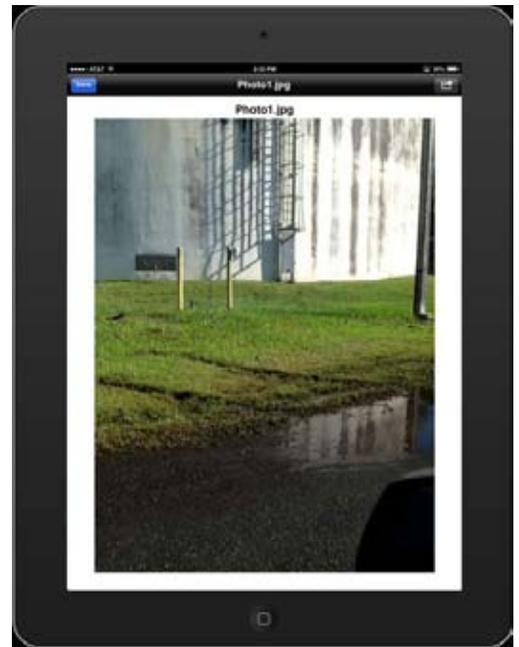


Map section with color coding that shows listening points, assets (listening points) with discrepancies and leak locations. These views are also available through the free web-based application.



Status Showing Leak

Upon retrieval of data, there is a display identifying a potential leak that was encountered by the logger.



Picture of Located Leak

Received loggers 12:00:01

No.	ID	Commet :	Time	Date	STAT
1	0680000423	Logger 1	12:00:01	06.01.	79
2	0680000424	Logger 2	12:00:01	06.01.	7
3	0680000425	Logger 3	12:00:01	06.01.	5
4	0680000426	Logger 4	12:00:01	06.01.	6
5	0680000427	Logger 4	12:00:01	06.01.	3

E -> list of missed loggers
back Not received loggers

Show Receiving List

The above Receiving Loggers list shows the STAT - noise level probability of a leak being present. In the picture, 79% of the total noise analyzed was at the leak frequency. This is important to know in high ambient noise applications.

Work Area Traffic Control

All crew personnel receive traffic control training during the Wachs Water Services training program. Crews will be provided traffic control signs, cones, traffic arrow sticks on the trucks and will use these traffic control tools to set up a safe workplace. If traffic control is very difficult in certain areas, then WWS may shift to night operations (for ease of traffic control), or request assistance by the City of Hays for “significant traffic control”. Significant traffic control is where multiple lanes are disrupted, a full intersection is disrupted or a two lane road is narrowed to a single lane. In our experience, we find that our conventional traffic control will achieve over 95% of all instances we find in the field.

Reporting

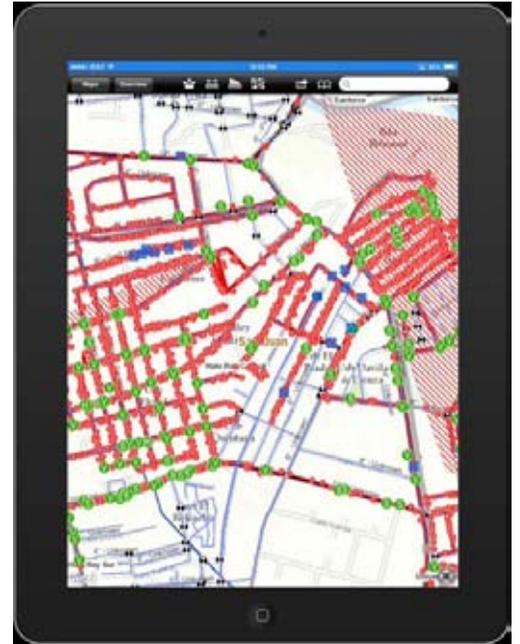
Individual Leak Reports: WWS will submit diagrammatic leak reports for each located leak on a weekly basis. This report will include the following:

- An assigned leak identification number
- Diagram depicting the leak location
- Documented physical location of the leak on the diagram by recording the X and Y coordinates as determined by a handheld GPS device
- Estimate on the volume of water lost at the leak location in gallons per minute and recorded on the diagram

Weekly Summary Reports: At the end of each week, WWS will submit a Weekly Summary, which will include the following information:

- Number of miles of and the location of mains surveyed
- Number (and classification) of leaks detected and pinpointed for that week
- All progress totals to date - miles of main surveyed, number and classification of leaks detected and pinpointed, and an estimate of total water loss to date
- Miles of survey remaining (adjusted weekly)
- Estimated completion date (adjusted weekly)

Final Report: At the completion of the survey, WWS will submit the completed progression map detailing the areas of the water distribution system that have been successfully surveyed. WWS will prepare a final report that will contain legible copies of all individual leak reports produced during the survey. The Final Report will include a statistical breakdown of the sources of leakage i.e.: number of leaks on mains broken down by material, services, main line valves, hydrants etc., and a cumulative total of estimated leakage for each category, along with a total estimated water loss identified during the survey.

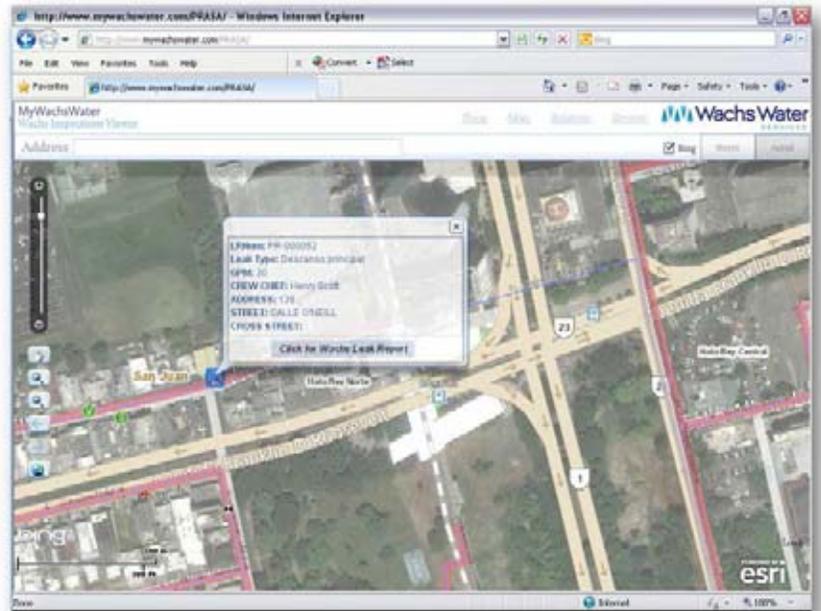


Zoomed in view of map on iPad in the field.

Near Real Time Information Available on a Daily Basis

Wachs Water Services uses a feature rich, web-based browser application that Wachs will make available to the City of Hays managers and project personnel project details and activities on an unprecedented level. We will make available and share online every listening point on map overlays, the results of each leak listening activity, and all other asset inspection data collected (including pictures). This is all done online, using readily available and FREE web browser applications. This will make our Team and service delivery the most transparent, and keep the City of Hays highly informed on the execution and superior value being delivered by Wachs as part of this program.

The image to the right shows the web based application with leak survey details. With this application you will have easy access to the detailed leak reports and photos.



Past Performance/ Similar Experience

Past Performance of Similar Work

Customer	Dallas Fort Worth Airport, TX	Houston, TX	Austin, TX	Brownsville, TX	Baltimore, MD
Contract Type	Leak Detection	Emergency Valve Turning Services / Leak Sounding	Hydrant Assessment Program / Leak Detection	Leak Detection	Distribution System and Leak Detection Consultant
Contract Time Period	1 Year (2011-2012)	1 Year (2011-2012)	5 Years/3 Years (Ongoing)	1 Year (2013)	3 Years (Ongoing)
Contact(s)	Brian Yancy Assistant Vice President	Orin Smith Managing Engineer - UMB	Steve Christensen Engineering Associate Onnie Bohr Project Coordinator	Robert Zama Senior Engineer	Dale Walker Chief - Water Analyzer
Contact Info	DFW Airport 3200 E. Airfield Drive DFW Airport, TX 75261 byancy@dfwairport.com No. (972)574-0251	2700 Dalton Houston, TX 77251 orin.smith@houstontx.gov No. (713) 641-9531	3907 South Industrial Drive 2nd Floor - office 201 Austin, TX 78744 Steve.Christensen@ci.austin.tx.us No. (512) 972-1184 onnie.bohr@austintexas.gov No. (512) 972-1029	1425 Robinhood Dr. Brownsville, TX 78523 rzama@brownsville-pub.com No. (956) 983-6219	3001 Druid Park Drive Baltimore, MD 21215 dale.walker@baltimorecity.gov No. (410) 396-0275
No. of Subcontractors	0	0	0	0	5

Wachs Water Services has the deep experience and qualifications needed to make the City of Hays Leak Detection Survey Program a resounding success. To ensure program success, Wachs provides the necessary program management and expertise at all levels: Project Oversight, Project Manager, Leak Detection Technicians, Information Manager and Data Analyst. We have managed many programs, large and small incorporating distribution system assessments, documentation, and water loss mitigation, programs with over 100,000 valves and hydrants and over 3,000 miles of main for leak detection.

Dallas Fort Worth Airport, TX

Wachs Water Services recently completed a water loss audit for one of the largest airports in Texas. The program included a systematic approach to identify leaks in water mains, hydrants, storage reservoirs, pump stations and meter points, as well as chlorine residual testing on water pools located in close proximity to buried pipe infrastructure. **Over 140 miles of water main and associated water assets were inspected and nine (9) leaks with an estimated water loss of over 50,000 gallons per day/18 million gallons per year were pinpointed.** With this information, the world class airport will not only reduce water loss, but will be one step closer to achieving their environmental sustainability objectives.



City of Austin, TX

Wachs Water Services conducted a systematic 700 mile per year leak survey and pinpointing program in Austin, TX. This program utilized the most advanced analog and digital leak detection equipment available, and in multiple pressure zones in rural and downtown areas. In this program, Wachs crews performed leak detection surveys and pinpointing including GPS mapping of all leak locations. All the resulting data will be integrated into the City of Austin's GIS for tracking, system planning and analysis. **Of the 700 miles of main surveyed, Wachs Water Services was able to identify 189 leaks and total leakage of 105 million gallons per year.** WWS was recently awarded an additional Leak Detection Services Contract in the City of Austin which is currently underway.

City of Baltimore, MD

Wachs Water Services is currently executing a multi-year contract with the City of Baltimore. In addition to assessment and repair activities Wachs plans and executes all pre-planned shutdowns for capital projects in the system, performs leak detection survey and pinpointing, repairs large (up to 60") and small valves, repairs fire hydrants, provides troubleshooting support and continues to assist Baltimore in the development of their water distribution GIS capabilities. To date, we have completed 47,000 valve assessments, 20,000 hydrant assessments and 20,000 hydrant isolation valve assessments and shot and post processed 100,000 GPS positions for the City of Baltimore. **To date, we have completed 577 service requests for leak detection and have identified 589 leaks. 66 of the leaks we have identified were on pipe sizes above 24".**

City of Houston, Emergency Valve Program

In 2012 Wachs Water Services provided Leak Detection Survey and Pinpointing Services on 600 miles of water main for the City of Houston as part of an Emergency Valve Program. 500 miles were asbestos cement pipe and 100 miles were various metallic pipes.

City of Brownsville, TX

The Brownsville Public Utilities Board (BPUB) contracted Wachs Water Services to conduct leak detection on approximately 411 miles of water PVC pipe ranging in size 4 inch thru 16 inch diameter.

WWS's ability to successfully manage and carryout the scope of this program and work effectively with the City of Hays rests squarely on experience having performed condition assessment and leak detection projects for public and private utilities, locally and nationally including:

- DC Water, DC
- WSSC, DC
- Atlanta, GA
- Houston, TX
- Phoenix, TX
- Howard County, VA
- Fort Lauderdale, FL
- Knoxville, TN
- Pensacola, FL
- Wilmington, DE
- Charlotte, NC
- Raleigh, NC
- Columbus, OH
- Kansas City, MO
- Tampa, FL
- Austin, TX
- San Antonio, TX
- Hollywood, FL
- Golden State, CA
- Springfield, MA
- Baltimore, MD
- Camden, NJ
- Orlando, FL
- Winston Salem, NC
- American Water
- United Water
-and many others

Firm Experience

Wachs Water Services, initially, worked solely on distribution system efficiency programs and provided highly specialized services and best practices that have resulted in detailed operating procedures and field and information management processes. WWS provided the committed expertise, state-of-the-art equipment, technology and personnel to deliver world class water distribution system deliverables and benefits. Some of the clients which have received these benefits are:

- Knoxville, TN – 6 Year Valve Assessment Program
- Atlanta, GA – 3 Year Asset Management Program
- Austin, TX – 3 Year Leak Detection Program and 5 Year Hydrant Assessment Program
- Baltimore, MD – 3 Year Control System Program
- DC Water, DC – 3 Year Valve Operations Program
- Fort Lauderdale, FL – 5 Year Valve Assessment Program
- Houston, TX – 4 Year Valve Operations Program
- Kansas City, MO – 5 Year Valve Operations Program
- San Antonio, TX – 3 Year Valve Assessment Program

Today, Wachs Water Services is using this past experience, ample existing resources, innovative approaches, and long term dedication to its clients, to deliver world class collection system deliverables as well.

Qualifications

WWS will have all of the equipment, hardware, software, and support in place to deploy the necessary field crews for this project. We have managed many programs, large and small incorporating distribution system assessments, documentation, and water loss mitigation, programs with over 100,000 valves and hydrants and over 3,000 miles of main for leak detection. Some of our qualifications related to this project are listed below:

- Active member of the national AWWA Distribution Committee.
- Active member of the national AWWA Water Loss Control Committee.
- Executed one of the largest known leak detection surveys and pinpointing programs as part of a full system water audit.
- Business partner of ESRI, the world's leading provider of GIS software systems.
- Business partner of Trimble, the world's leading provider of GPS systems and equipment.
- Author of numerous published articles, including AWWA Journal, Water World, ESRI Water Writes and Underground Infrastructure Management (UIM).

Firm Profile



Number of Years in Business

14

States Worked

26

Number of Trucks

70+

Number of Communities Served

200+

Company Name

Wachs Valve and Hydrant Services, LLC
dba Wachs Water Services

Corporate Headquarters Address

801 Asbury Drive
Buffalo Grove, IL 60089

Company Telephone

1-800-525-5821

Company Executive

Wayne Pratt, Vice President

Contact Person

Paul Schumi, Business Development Manager

- Detailed training program which ensures proper procedures and processes are used in all operations (see detailed description in the training section).
- Nationally recognized expert in the field of distribution system improvement programs.
- Presents papers and at seminars to national, state and local water organizations across the country.

Proposed Fees

Turn-Key, Per Mile Price

Wachs Water Services, water audits and water loss prevention programs for water utilities for the better part of a decade. Wachs' leak detection technicians have surveyed thousands of miles of main across the U.S. on every known pipe material. Our leak service crews are highly trained professionals with the expertise necessary to deliver your program objectives. Wachs' experience will dramatically minimize the risks of this leak detection program and guarantee exceptional program results. Wachs Water Services can offer these our leak detection services at a price of \$244.00 per mile.

Obligations of the City

The City of Hays will provide WWS with at least one (1) copy of their most current water distribution maps for the project area. Additionally, WWS envisions that nearly all (or 100%) of the approximately 130 miles of water distribution mains and 47 miles of raw water transmission lines will be surveyed and leaks pinpointed and all under the \$50,000 budgeted for the project by the City. WWS may require minimal assistance by City staff for minor traffic control or vacuum of valve boxes of debris, plus local "lay of the land" knowledge. WWS looks forward to working with the City of Hays to deliver this project.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) Wachs Valve and Hydrant Services LLC	
	Business name/disregarded entity name, if different from above Wachs Water Services	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ P <input type="checkbox"/> Other (see instructions) ▶	Exemptions (see instructions): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____
	Address (number, street, and apt. or suite no.) 801 Asbury Drive	Requester's name and address (optional)
City, state, and ZIP code Buffalo Grove, IL 60089-4509		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																				
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																				
	<table border="1" style="margin: auto;"> <tr><td colspan="9" style="text-align: center;">Social security number</td></tr> <tr> <td style="width: 20px; height: 20px;"></td> </tr> </table>	Social security number																		
Social security number																				
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="margin: auto;"> <tr><td colspan="9" style="text-align: center;">Employer identification number</td></tr> <tr> <td style="width: 20px; height: 20px; text-align: center;">3</td> <td style="width: 20px; height: 20px; text-align: center;">6</td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">3</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> <td style="width: 20px; height: 20px; text-align: center;">6</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">3</td> </tr> </table>	Employer identification number									3	6	-	4	3	7	7	6	4	3
Employer identification number																				
3	6	-	4	3	7	7	6	4	3											

Part II Certification	
Under penalties of perjury, I certify that:	
<ol style="list-style-type: none"> 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below), and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. 	
<p>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.</p>	

Sign Here	Signature of U.S. person ▶		Date ▶	8/31/2013
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on www.irs.gov/w9 for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



CERTIFICATE OF LIABILITY INSURANCE

OP ID: MD

DATE (MM/DD/YYYY)

04/04/2014

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

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

PRODUCER Insurance Resource Consultants 620 Academy Drive Northbrook, IL 60062-2421 Penny B. Kynion		Phone: 847-498-6600 Fax: 847-498-0629	CONTACT NAME: Marilyn Rad PHONE (A/C, No, Ext): 847-498-6600 FAX (A/C, No): 847-498-0629 E-MAIL ADDRESS: mrad@insres.com PRODUCER CUSTOMER ID #: WACHS-1														
INSURED Wachs Valve and Hydrant Services, LLC Wachs Water Services 801 Asbury Drive Buffalo Grove, IL 60089		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Prop Cas Co A+XV</td> <td>25674</td> </tr> <tr> <td>INSURER B: Essex Insurance AXIV</td> <td>39020</td> </tr> <tr> <td>INSURER C: Landmark American Ins Co AXIV</td> <td>33138</td> </tr> <tr> <td>INSURER D: Charter Oak Fire Ins Co A+XV</td> <td>25615</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Prop Cas Co A+XV	25674	INSURER B: Essex Insurance AXIV	39020	INSURER C: Landmark American Ins Co AXIV	33138	INSURER D: Charter Oak Fire Ins Co A+XV	25615	INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC			P-SLS-4841A776-TIL-13	08/16/2013	08/16/2014	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Emp Ben. \$ 1,000,000
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			P-810-4842A539-COF-13	08/16/2013	08/16/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUBW4651113	08/16/2013	08/16/2014	EACH OCCURRENCE \$ 10,000,000
							AGGREGATE \$ 10,000,000
							\$
							\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	UB3D903667	08/16/2013	08/16/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liab.			LHR743868	03/01/2014	03/01/2015	Ea Claim \$ 5,000,000
							Aggregate \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 RE: COH Project 2014-05 Water Distribution System Leak Detection Services And Water Loss Management

10 Day written notice of cancellation will be given to certificate holder

CERTIFICATE HOLDER**CANCELLATION**

HAYS City of Hays Utilities Dept. 1002 Vine Street Hays, KS 67601	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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The City of Hays Water Distribution Leak Detection and Water Loss Management program is priced below and is a not to exceed amount for a 1-year period. The attached documents constitute the entire agreement between the City of Hays and Wachs Water Services. Any changes to this agreement must be agreed in writing and signed by both the City and Wachs Water Services.

Item #	Service	Unit	Price Per Unit	Description	Total Price
1	Leak Detection (Per mile)	180	\$ 244	Leak Detection and Water Loss Mitigation of Distribution and Raw Water Transmission Mains	\$ 43,920
2	Mobilization - Demobilization	1	\$ n/a	Mobilization / Demobilization	\$ included
3	Reporting	1	\$ n/a	Leak Detection Reports and Deliverables	\$ included

TOTAL AMOUNT (ITEMS 1 THROUGH 3), and not to exceed contract amount: \$43,920.00

Signing this Letter of Agreement, by each party, constitutes an agreement to provide and perform the services summarized within.

This Contract is entered into this, the _____ day of _____, 20____.

(PLEASE THOROUGHLY EXECUTE THIS INSTRUMENT)

THE CONSULTANT
WACHS WATER SERVICES

THE OWNER
CITY OF HAYS

BY: Paul Schumi
(NAME)

BY: _____
(NAME)

Paul Schumi
Print Name

Print Name

TITLE: National Sales Manager

TITLE: _____

DATE: April 04, 2014

DATE: _____

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 10

MEETING DATE: 5-8-14

TOPIC:

City Commission Representative on Ellis County Coalition Board

ACTION REQUESTED:

Determine who will be the City Commission representative on the Ellis County Coalition Board.

NARRATIVE:

For many years, the Mayor served as the City Commission's representative on the Ellis County Coalition Board. Citing a lack of continuity due to the Mayor changing every year, the City Commission decided a few years back to appoint a representative that would serve for a longer period of time on the Coalition Board. Commissioner Steward has been serving since 2013, and Mayor Schwaller has offered his name up as the replacement.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

City Commission

ADMINISTRATION RECOMMENDATION:

N/A

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

None

COMMISSION INFORMATIONAL MEMORANDUM

TO: City Commission
FROM: Toby Dougherty, CPM
City Manager
DATE: May 1, 2014

Attached are the following items:

1. The minutes of the February 17, 2014 meeting of the **Hays Area Planning Commission.**
2. The minutes of the February 18, 2014 meeting of the **Hays Convention and Visitors Bureau Advisory Committee.**
3. The minutes of the April 3, 2014 meeting of the **Hays Recreation Commission Board.**

If you have any questions regarding this information, please do not hesitate to contact me.

aw

**HAYS AREA PLANNING COMMISSION
CITY HALL IN COMMISSION CHAMBERS
FEBRUARY 17, 2014
MINUTES
6:30 P.M.**

1. CALL TO ORDER: The Hays Area Planning Commission met in regular session Monday, February 17, 2014 at 6:30 p.m. in Commission Chambers at City Hall. Acting Chairman Paul Phillips declared that a quorum was present and called the meeting to order.

Roll Call:

Present:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

Absent:	Larry Gould	Lou Caplan	Jim Fouts
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City Staff in attendance: John Bird, City Attorney, Toby Dougherty, City Manager, I.D. Creech, Director of Public Works, John Braun, Assistant Director of Public Works, Jesse Rohr, Superintendent of Planning, Inspection and Enforcement, Bernie Kitten, Director of Utilities, Nicholas Willis, Stormwater/Water Conservation Superintendent, and Jason Riegel, Conservation Specialist and Linda Bixenman, Administrative Assistant.

Paul Phillips explained that the first item is to make changes to the agenda. The City Manager will update the commission on water issues. The rezoning and final plat of the Geist Addition will be done together in sequence.

2. MINUTES: Travis Rickford moved, Pam Rein seconded the motion to approve the minutes as presented from the January 20, 2014 meeting. There were no additions or corrections to those minutes.

Vote:

AYES:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

5. (A) UPDATE FROM THE CITY MANAGER ON THE R9 RANCH: Toby Dougherty, City Manager, came before the commission to update the commission on the water issues. He handed out a packet of information that included past water studies and the information on the R9 Ranch as a potential water supply.

The City Commission approved an ordinance directing him to begin the regulatory paperwork to transfer water from the R9 Ranch to the City of Hays. He identified the ranch as the most viable, long-term water solution for the City.

The City will begin the process of filing an application with the Division of Water Resources to change the use of water and change its point of diversion. It will

trigger the State's Water Transfer Act, a never-before used legal provision, that kicks in when 2,000 acre feet or more of water will be moved more than 35 miles from the source.

The transfer act will require a public hearing and evidence to justify the transfer. The hearing panel will include the State's Chief Engineer, the Director of the Kansas Water Division Office, and the Secretary of the Kansas Department of Health and Environment. It may be there is a change in the regulatory side that the water may not be available. He explained that this will be a lengthy project depending on who intervenes.

Paul Phillips asked if it will be open to litigation as the 3 member panel determines their decision. Toby Dougherty answered that it is open to litigation on either side. John Bird, answered that it is anticipated and if not that would be great.

Jake Glover voiced his appreciation to Toby Dougherty of the informed update. He asked what duties and responsibilities are expected of the commission and how they can help. Toby Dougherty answered that this is in the preliminary stages and their understanding where they are in the process is important. It is not a done deal and from a governing point it is business as usual.

Toby Dougherty pointed out there were two questions and the first question needs to be answered before the second as follows:

First - Can we bring up water from the ranch?

Second - Should we bring water up from the ranch?

3 (A). PUBLIC HEARING FOR REZONING OF THE PROPOSED GEIST ADDITION FROM "A-L" AGRICULTURE TO "C-O" OFFICE & INSTITUTION DISTRICT: Jesse Rohr presented a power point presentation that included the site map and surrounding zoning districts of the proposed development of the Geist Addition located south of 22nd Street between Canterbury and Wheatland. The property is an island of un-annexed territory with development around it that should be brought into the City limits for orderly development. The developer has submitted applications for the rezoning, final plat and annexation. The final plat reflects four proposed commercial lots.

The rezoning request is to change the zoning classification from "A-L" Agriculture to "C-O" Office and Institution District. This is a good fit for the property because of the compatible zoning districts surrounding it as follows: "C-O" to the north (Hays Medical Center); "C-O" (Medical Office Buildings) and "R-2" single family to the west; "R-2" single family and "R-4" multi-family across the alley to the south; "R-3" two-family to the east with multi-family further to the east.

The adopted comprehensive plan future land use map reflects the area as medium density residential and by definition the "C-O" zoning classification would be compatible with this area. Per Section 71-434 of the zoning regulations, *"Uses in this district are intended to be compatible with adjoining residential districts."* There are similarities to the land uses in the area.

He stated the zoning uses allowed by right and exception in the "C-O" zoning district. The exception would be that a special use permit would be required from the Board of Zoning if there was a request for residential use.

The necessary right-of-way dedication is reflected on the plat; particularly the 20' needed adjacent to Canterbury Drive. The full 50' of Canterbury right-of-way dedication is part of the plat.

Per the inquiry of Tom Denning at the last meeting, if there should be access control; the city did require access control requirements and restrictions per the corridor management policy that are reflected on the final plat at the intersections along Canterbury and 22nd and Wheatland and 22nd Street.

There is a drainage way within the 100 year flood plain that has been dedicated and will be preserved through the platting process. The drainage area would be maintained by the City Parks Department along with the remainder of the drainage area already maintained by them. City Parks Department has reviewed and agreed with the proposal as submitted.

The Utility Advisory Committee has reviewed and agreed with the proposed plat. The proposed plat includes all required easements.

The property is proposed to be annexed to the city that would force upon it the Code of Ordinances by the City of Hays, Kansas. The public utilities are in place including public water and sewer. Utilities staff has reviewed and agreed with the proposal as submitted.

Jesse Rohr presented the options that the commission could consider. Staff's recommendation is to approve the rezoning request and final plat as submitted.

Tom Denning asked how the rezoning would affect the existing home on lot one; asking if they would have to apply for a special use permit. Jesse Rohr explained that it would remain as existing, non-conforming and allowed to stay as long as the use is the same. If the use would change, then they would have to meet the requirements of the "C-O" zoning district.

Paul Phillips explained that per the Kansas Open Meetings Act, that the first part of the hearing would be a public hearing for the rezoning request. Then the public hearing would be closed for the commission members to discuss this request among themselves to approve or disapprove Staff Finding of Fact and a substantive motion of their recommendation to the governing body.

He asked for comments from the audience.

Martha Lang, property owner of 2403 E 21st, came before the commission to ask what development is proposed for these lots and if the property has been sold by Mr. Geist. Paul Phillips and Jesse Rohr explained that the Planning Commission has to determine their action on consideration of all the potential allowed uses and

exceptions listed within the "C-O" zoning district. They are not approving the plans for the lots.

She asked why, "they as property owners abutting the subject property from the alley, couldn't know what is planned for development in case they need to protest".

Galen Romme, Romme Real Estate, agent for the developer, came before the commission to explain that one lot is under contract for a government office building. There are currently no buyers for the other three lots. This is the reason they would not know what development will be on those lots. The reason they are rezoning all the lots is to stay compatible with the land uses.

Mrs. Lang asked which lot would be for the proposed government office building. Galen Romme explained it would be the proposed lot three.

Paul Phillips explained that the planning commission is only approving the rezoning not the plans proposed for any of the lots.

There were no more comments from the audience.

Paul Phillips closed the public hearing for the commission to discuss the request for the rezoning. The commission members will make a motion to approve or disapprove staff findings of fact and a substantive motion for their recommendation to the governing body based on any of the listed factors for consideration. He read them to the commission.

Paul Phillips entertained a motion for Staff Findings of Fact.

Jake Glover moved, Tom Denning seconded the motion to approve Staff Findings of Fact.

Vote:

AYES:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

Jake Glover moved, Pam Rein seconded the motion to recommend to the governing body to change the zoning classification of the proposed Geist Addition from "A-L" Agriculture to "C-O" Office and Institution District based on the following factors: The zoning and uses of property nearby and staff findings of fact.

Jake Glover explained to the audience that the "C-O" rezoning of this island of property would be in the best interest of the city to protect the city from potential misuse of the land as it is currently zoned. The "C-O" zoning classification would better align with what is already there.

Vote:

AYES:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

4 (A). CONSIDER THE FINAL PLAT OF THE GEIST ADDITION: Jesse Rohr explained that the final plat meets the required easements, access control, and setback lines that are in place and it captures the drainage easement that is within the 100 year flood plain.

Pam Rein moved, Travis Rickford seconded the motion to recommend to the governing body for approval of the final plat of the Geist Addition.

Vote:

AYES:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

Jesse Rohr explained that the annexation, rezoning and final plat will go before the City Commission Work Session on March 6, 2014 and for final action at the meeting on March 13, 2014.

3. (B) PUBLIC HEARING TO CONSIDER CHANGES TO THE LANDSCAPE AND IRRIGATION REGULATIONS WITHIN THE CITY ORDINANCE CHAPTER 71, ARTICLE VI:

Nicholas Willis, Stormwater/Water Conservation Superintendent, presented a power point presentation to explain the update on the water situation as part of the public hearing. He presented a chart reflecting the measurement of a city well and a well at the Smoky Hill River well fields that are at the lowest water level on record since the droughts in 1991 and 1985 respectively.

He provided the status of the December water level reading of Cedar Bluff Reservoir to show that there is no water available for release. There were 1,186 acre feet released in early 2013 to fill the Smoky Hill Well fields. With the drought, the well fields are again declining.

He presented a chart reflecting the U.S. Seasonal Drought Outlook that reflected continued drought. A chart reflected precipitation averages. Dry Springs pose a great concern of no rain water to replenish the aquifer.

He pointed out that Hays is significantly larger than during prior bad droughts. The in-town private wells are in very poor shape. There is no state action to protect senior water rights from heavy irrigation use of alluvial aquifers feeding Big Creek, Cedar Bluff and the Smoky Hill River.

He presented a list of what the city is doing to conserve water supplies.

- Increase water rates for outdoor use
- Replacement of city-owned fixtures
- \$100K for toilet rebates approved
- \$45K for urinal rebates approved
- Propose adoption of Green Building Code

- Distribution system leak detection
- Hiring of Water Conservation Specialist

He presented an extrapolation of streets in different areas of town to reflect that there is greater water usage in the newer developments pointing out the figures of increased water usage as development continues throughout the city.

He explained that from the rules and regulations of the Kansas Water Appropriation Act for water wells by the chief engineer, the hydrologic units shall be closed to further new surface water and groundwater appropriations except for domestic use, temporary permits and term permits for 5 years or less.

He explained what would trigger the compliance to the proposed regulations:

- Construction of new Irrigation System
- Increase in irrigated area greater than 400 square feet
- Connection of existing irrigation to City's potable system
- Alterations resulting in changes requiring more irrigation than already required.

He explained what is not being regulated:

- Irrigation with non-domestic water rights
- Participation in City Rebate Programs
- Public Properties
- Replacement of 50% of system without increasing irrigation needs
- Replacement and movement of heads without increasing irrigation needs

The new proposed regulations would allow the following:

- All Properties: Maximum irrigated area of 10,000 square feet
- Residential Properties: Maximum 5,000 square feet of turf of which 2,000 square feet of cool season turf and balance in xeriscape
- Commercial Requirements – allow 5,000 square feet of irrigated turf. No more than 30% of 2,000 sq feet cool season turf and the minimum 30% of xeriscaping.

Overhead irrigation shall not be allowed within 5 feet of driveways, sidewalks and hardscape to prevent water runoff on windy days. Irrigation system plans must be submitted for approval with the lawn sprinkler irrigation permit application.

Language was added to accommodate shelter belt plantings.

It was city staff's recommendation to recommend these regulations as written to the governing body.

Paul Phillips asked if there was anyone in the audience for comments.

Darren Rueschhoff, owner of Darren's Lawn Service, stated they he liked the buffer zone around the parking areas and sidewalks; although he thought 5 feet was to extreme for aesthetic reasons. He suggested three or four feet would be more aesthetically pleasing for the design. He asked about the plan if a landscaping and irrigation plan to be submitted at that time.

Jesse Rohr explained that the trigger is permanent irrigation system. He explained that the landscape plans will only apply to commercial areas, not residential areas. The irrigation plans will need to be filed for all zoning classifications with the installation of an irrigation system. They will have to comply with the City's regulations.

Jake Glover asked for more clarification regarding the 5 foot distance requirement. Travis Rickford asked about the different irrigation heads and if there is a significant cost difference of having it 3 feet versus five feet from the hard surface. He preferred it be 3 feet. Jesse Rohr explained that the type of heads being used would weigh in on the cost. One of the contractors stated that there would be a significant cost difference.

Paul Phillips stated that the reason for the 5 foot distance is to prevent from getting a ticket to ultimately prevent water from running down the street.

There were several suggestions by several of the planning commission that would entail percentages.

I.D. Creech, Director of Public Works, explained that if the determination had to be done as percentages, this would be a mathematical process that would not work as a very efficient method.

Pam Rein stated that she thought the five foot distance should remain.

Nick Willis explained that the Planning Commission's realm of jurisdiction and the Building Trades Board area of jurisdiction would go hand in hand for water conservation. The Building Trades Board has recommended to the City Commission to adopt the supplement of the 2012 green plumbing and mechanical code that would include regulations on the amount of pressure on the irrigation heads.

It was pointed out that there could be a drip irrigation system and foliage next to the hard surface; just not overhead sprinklers.

The commission chose to keep the regulations as written.

Matthew Wheeler moved, Pam Rein seconded the motion to recommend to the governing body to approve the ordinance as presented for changes to the Landscape and irrigation regulations within the City Ordinance, Chapter 71, Article VI.

Vote:

AYES:	Paul Phillips	Pam Rein	Travis Rickford
	Tom Denning	Jake Glover	Matthew Wheeler

5. (A) CITY COMMISSION ACTION AND PLANNING AND DEVELOPMENT UPDATES ON PLANNING COMMISSION RELATED ISSUES: None.

5. (B) OTHER: ZONING REWRITE CONSULTANT Jesse Rohr voiced appreciation to Matthew Wheeler and Travis Rickford for their assistance on the selection committee for a search for a consultant for the rezoning rewrite.

Matthew Wheeler commended the city staff committee members of I.D. Creech, Jesse Rohr and Nick Willis, for their great job of communication and keeping the scheduled meetings on track.

The committee selected three of what they thought were the best of the nine proposals submitted for the project. They conducted three interviews and selected Kendig Keast Collaborative of Sugar Land, Texas. They were the most forward thinking and apply advanced modern technology.

5. (C) OTHER: 41ST RECONSTRUCTION: John Braun explained the process of the reconstruction of 41st Street as it is set to begin on March 24, 2014. He informed them of the public information open house meeting on March 11, 2014 at 5:30 p.m. at KDOT on Frontier Road by the bypass. Notification letters will be sent out of the public information meeting to the abutting property owners along the area being reconstructed.

5. (D) OTHER: 13TH STREET FROM MAIN TO MILNER: John Braun explained that the comprehensive plan identified 13th Street from Main to Milner as a gateway to downtown that needed aesthetic improvement. The 2014 budget included funds for the design and construction of improvements to this section of 13th Street.

The engineering consultant, Driggs Design Group PA of Hays will be available at the informational meeting on March 5, 2014 at 5:30 p.m. at Commission Chambers at City Hall. Notification of the informational meeting will be sent to the nearby property owners.

It will go before the City Commission Work Session on March 20, 2014 to present the concept and forward to the meeting for action. If the project is approved it will be started in the year of 2015.

5. (E) OTHER: 2014 STREET MAINTENANCE: John Braun explained that bid for the respective 2014 Street Maintenance projects would be going before the City Commission for approval. The work would begin as soon as bids are approved.

5. (F) OTHER: WATERLINE PROJECT ON FORT STREET: John Braun explained the waterline project on Fort Street has begun.

6. ADJOURNMENT: Chairman Paul Phillips adjourned the meeting at 7:49 p.m.

Submitted by: Linda K. Bixenman, Administrative Assistant
Planning, Inspection and Enforcement

**HAYS CONVENTION & VISITORS BUREAU
MINUTES**

**Tuesday, February 18th, 2014
Lunch Meeting**

Welcome Center Conference Room

PRESENT

Jane Matlock - Chair
Sabrina Symns
Lorraine Howerton
Reese Barrick

Andy Stanton
Don Westfall
Connie Schmidt

ABSENT

Marjorie Dansel
Stacey Smith

Greg Walhers

Guests

Aaron White

Tammy Younger

Staff

Jana Jordan

Janet Kuhn

The Hays Convention and Visitors Bureau Advisory Committee Meeting was called to order by Chair Jane Matlock.

APPROVAL OF MINUTES FROM THE NOVEMBER MEETING – Jane

Sabrina made a motion to accept the November Meeting minutes. Lorraine seconded the motion.

Motion carried.

ANNUAL REPORT – Jana

Jana reviewed the 2013 Annual Report. Highlights included:

- The CVB continues to implement the Market Hays Plan. We are pleased to announce the Hays CVB won the Travel Industry of Kansas print and marketing award for the state of Kansas.
- 40,000 “brand Champion” pieces were distributed to FHSU students and faculty, by frontline throughout the lodging properties, and in “Welcome to Hays” packets and relocation buckets.
- An additional component of the Market Hays Plan was implemented in 2013. The very successful Core2Campus event took place in downtown Hays with hundreds of FHSU students and faculty enjoying food, prizes and music.
- Over 10,000 people used the Welcome Center to access local information, coming from 50 states and 19 countries.

- Assisted 19 motorcoach groups in 2013 and prepared and distributed a new "Westward Ho" themed tour and itinerary.
- The Shrine Bowl selected Hays as their 2015 site.
- The CVB worked with over 160 convention & meeting groups and submitted 49 formal bids.
- TGT collections for CY 2012 was \$782,507.23 making total local lodging receipts \$15,650,144.00.

Convention Center Up-date – Aaron

Aaron updated the group on the latest findings of the ECCED Convention Center task force. After some revisions on the footprint the latest projected cost of the project is 8.5 million (that is the ceiling). At this point the taskforce is preparing to request the City Commission ok a .60% CID on the area businesses for 10 years and raise the local TGT 3% with that increase going to support the project. A lengthy discussion about the project and it's financing took place. The Advisory Board basically felt that proposal was placing an unfair burden on the lodging properties. A compromise was discussed which would be a .65% CID (10 years) with a 2% TGT increase to support the project. Reese made a motion for the Advisory Board to recommend to City Commissioners a .65% CID for 10 years and a TGT raise of 2% to support the project be coordinated. Also, when the Welcome Center building is paid off the extra 1% that was dedicated to that project be dropped making a total of 6% local TGT (4% to the CVB budget & 2% to the Convention Center). Andy seconded the motion, it passed unanimously.

Adjournment – Chair

This being a very lengthy meeting Lorraine made a motion to adjourn and Sabrina seconded the motion. Motion carried.

There were no staff reports.

**HAYS RECREATION COMMISSION
REGULAR MEETING
April 3, 2014**

Chair called the meeting to order at 11:34 am.

Roll Call

Chair	Jeff Briggs
Secretary	Mark Junk
Commissioner	Nancy Jeter
Commissioner	Clint Albers
Superintendent	Roger Bixenman

Commissioner	Nancy Jeter arrived at 11:55am
Vice-Chair	Lynn Maska was absent.

Approval of Agenda

Motion by Mark Junk to approve the agenda with the additions of two (2) new business items. Second by Clint Albers. Motion carried 3-0.

Approval of Minutes

Motion by Clint Albers to approve the minutes of the regular meeting for February 26, 2014. Second by Mark Junk. Motion carried 3-0.

Motion by Clint Albers to approve the minutes of the special meeting for March 5, 2014. Second by Mark Junk. Motion carried 3-0.

Audience Participation

No Audience Participation

Written Communication

Written communications were shared with the board.

Finances

Financial Statement

Motion by Mark Junk to approve the financial statement for February 2014. Second by Clint Albers. Motion carried 3-0.

Staff Reports

Sports Director

Information was shared with the board concerning sports.

Program Director

Information concerning all programming was shared with the board.

Aquatics Director

Information was shared with the board concerning aquatics.

Wellness Director

Information was shared with the board concerning wellness.

Sports Complex Director

Information was shared with the board concerning the sports complex.

Superintendent

Discussion was held on insurance on the new passenger vehicle. Discussion was held on applying for a variance on the north lot property line.

Unfinished Business

No Unfinished Business

New Business

Presentation of the 2013 Audit Report

Motion by Clint Albers to approve the 2013 Audit Report presented by Gudenkoff & Malone. Second by Mark Junk. Motion carried 3-0.

Nancy Jeter arrived

Consider Beverage Contract

Motion by Nancy Jeter to approve the proposal presented by Pepsi for beverage contract for a period of three years. Second by Clint Albers. Motion carried 4-0.

Consider Gym Floor Refinishing

Motion by Mark Junk to accept the bid from Von Lintel Refinishing & Flooring, Inc. in the amount of \$5,456.00 for gym floor refinishing. Second by Clint Albers. Motion carried 4-0.

Approval of At Large Board Member

Motion by Mark Junk to approve Dustin Armbruster to fulfill the unexpired term of board member at large Clint Albers who will be leaving the board in June 2014 with Dustin beginning July of 2014. Second by Nancy Jeter. Motion carried 4-0.

Board Member Reports

None

Other Action

None

Executive Session

None

Adjournment

Motion by Mark Junk to adjourn the meeting. Second by Clint Albers. Motion carried 4-0.

Respectfully submitted,

Roger Bixenman CPRP
Superintendent