



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
FIRE DEPARTMENT TRAINING ROOM,
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, May 5, 2020

*****To reduce the spread of the COVID-19 illness, members of the public interested in attending the meetings are strongly encouraged to participate by electronic meeting (ZOOM) access. To request a Zoom link and password, please contact jrosien@washingtونيowa.gov or bhinson@washingtونيowa.gov prior to the meeting time.**

The physical meeting will be open to the public, but measures are being taken to keep the total number of persons onsite under 10 to comply with federal and state emergency guidelines. If you would like to submit comments for the Council's information, please provide these either to either of the above listed email addresses or to any City Councilor. All comments received will be referenced in the meeting minutes.***

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 5, 2020 to be approved as proposed or amended.

Consent:

1. Council Minutes April 21, 2020
2. Ahlers & Cooney, P.C., Series 2020 General Obligation Capital Loan Notes, \$14,104.59
3. Garden & Assoc., Bell Property Boundary and Subdivision, \$1,430.57
4. Garden & Assoc., Whitesell Boundary and Subdivision, \$8,398.75
5. Garden & Assoc., 2020 Sealcoat Project, \$694.55
6. Garden & Assoc., 15 Ave. Improvements Project, \$688.75
7. Terracon, N. 4th Ave. Improvements, \$8,023.75
8. Kevin Olson, Professional Services, \$765.00
9. Heather Perez Gibbs, 415 East Polk Street, Urban Chicken Permit.

10. Pizza Hut, 1018 W. Madison Street, Class B Beer (BB) includes Wine Coolers, Sunday Sales, **(renewal)**
11. Department Reports

Consent – Other:

DeLong Construction, Taxilane for Fuel Access at Airport, \$143,450.00

Claims & Financial Reports:

Claims for May 5, 2020

SPECIAL PRESENTATION

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes.

NEW BUSINESS

Public Hearing - Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for 2020 Sealcoat Project

1. Discussion and Consideration of Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for 2020 Sealcoat Project.
2. Discussion and Consideration of Resolution Making Award of Construction Contract for 2020 Sealcoat Project.

Public Hearing - Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for N. 4th Avenue Improvements

3. Discussion and Consideration of Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for N. 4th Avenue Improvements.
4. Discussion and Consideration of Resolution Making Awarding of Construction Contract for N. 4th Avenue Improvements.
5. Discussion and Consideration to Set a Public Hearing for May 19, 2020 for FY20 Budget Amendment #2.
6. Discussion and Consideration of Construction Testing Services Proposals for Wellness Park.
7. Discussion and Consideration of Task Order for Water Distribution System Modeling Update.
8. First Reading of an Ordinance Amending Chapter 63 “Speed Zones” and Chapter 65 “Special Stops” (West 5th Street). **(tabled 04-21-2020)**

Closed Session

Per Iowa Code 21.5(1c) Pending Litigation

DEPARTMENTAL REPORT

Police Department

City Attorney

City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Brendan DeLong

Steven Gault

Elaine Moore

Danielle Pettit-Majewski

Fran Stigers

Millie Youngquist

ADJOURNMENT

Council Minutes 04-21-2020

The Council of the City of Washington, Iowa, met in Regular Session in the Washington Fire Department Training Room, 215 East Washington Street on Tuesday, April 21, 2020 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong (by Zoom), Gault (by Zoom), Moore, Pettit-Majewski (by Zoom), Stigers (by Zoom), Youngquist (by Zoom). Absent: none.

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Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, April 21, 2020 be approved as proposed. Motion carried.

Consent:

1. Council Minutes April 7, 2020.
2. PAWS & More Animal Shelter, Animal Services January-March 2020, \$6,045.25
3. Fox Engineering, N. 4th Avenue & Utility Improvements Project, \$31,332.54
4. Farnsworth Group, City Hall/Police Station Project, \$2,081.92
5. Terracon, Environmental Services - Whitesell Building, \$523.75
6. Department Reports

Consent – Other:

1. MSA Professional Services, LAWCON Application for Wellness Park Phase 2, \$4,000.00
2. Bushong Construction, City Hall/Police Building Project, \$212289.81

Motion by Pettit-Majewski, seconded by Stigers, to approve the six items on the consent agenda. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve the consent-other items. Gault voted “no”. DeLong abstained with conflict. Motion carried.

Motion by DeLong, seconded by Moore, to approve payment of the claims as presented for April 21. Motion carried.

Finance Director Kelsey Brown gave the financial reports for March, 2020.

Motion by Gault, seconded by Pettit-Majewski, to accept the financial reports for March, 2020. Motion carried.

Special Presentations: none

Presentation from the Public: none.

Motion by Stigers, seconded by Moore, to approve the Resolution Accepting Civil Penalty for Tobacco Sale Violation (Cassey's General Store). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-041)**

Motion by Youngquist, seconded by Gault, to approve the Resolution Accepting Civil Penalty for Tobacco Sale Violation (Hy-Vee, Inc). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-042)**.

Motion by Youngquist, seconded by DeLong, to approve the Resolution Approving and Adopting Preliminary Plans, Specifications, Plat, Schedule and Estimate, and Providing for a Notice of Hearing on May 19 for the 2020 South Avenue E Project. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-043)**

Motion by Stigers, seconded by Gault, to approve the Resolution Approving Emergency Operations Plan and Continuity of Government Plan. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-044)**

Motion by Stigers, seconded by DeLong, to approve the Resolution Authorizing Levy, Assessment and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-045)**

Motion by Pettit-Majewski, seconded by Youngquist, to approve the West 5th Street and North Avenue D Pedestrian Improvements. Motion carried.

After discussion, motion by Moore, seconded by Gault, to table the First Reading of an Ordinance Amending Chapter 63 "Speed Zones" and Chapter 65 "Special Stops" (West 5th Street). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Gault, seconded by Pettit-Majewski, that the Regular Session held at 6:00 P.M., Tuesday, April 21, 2020, is adjourned.

Illa Earnest, City Clerk



AHLERS COONEY
ATTORNEYS

AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

April 26, 2020

CITY OF WASHINGTON, IOWA
CITY CLERK
224 W. MAIN STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 781875
Client #: 11307
Matter #: 62
Billing Attorney: JLC

INVOICE SUMMARY

RE: SERIES 2020, GENERAL OBLIGATION CAPITAL
LOAN NOTES

For professional services rendered and costs advanced through April 19, 2020:

Total Professional Services	\$ 13,500.00
Total Expenses	<u>\$ 604.59</u>
TOTAL THIS INVOICE	\$ 14,104.59



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

April 21, 2020

Invoice No: 39624

Project 7019317

Washington - Bell Property Boundary and Subdivision.

Client ID# 20040

Professional Services for the Period: March 20, 2020 to April 16, 2020

Professional Services

	Hours	Rate	Amount
Principal Engineer	5.00	149.00	745.00
Surveyor 1	1.00	122.00	122.00
Technician #2	4.75	95.00	451.25
Technician #5	.25	73.00	18.25
Totals	11.00		1,336.50
Total Professional Services			1,336.50

Unit Billing

Mileage	60.32
GPS Survey Equipment	33.75
Total Units	94.07

Total Project Invoice Amount \$1,430.57

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

April 21, 2020

Invoice No: 39623

Project 7019316 Washington - Whitesell Survey & Subdivision.
Client ID# 20040

Professional Services for the Period: March 20, 2020 to April 16, 2020

Professional Services

	Hours	Rate	Amount
Principal Engineer	6.50	149.00	968.50
Engineer #3	63.75	111.00	7,076.25
Surveyor 1	2.00	122.00	244.00
Technician #1	1.00	110.00	110.00
Totals	73.25		8,398.75
Total Professional Services			8,398.75
Total Project Invoice Amount			\$8,398.75

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

April 21, 2020
Invoice No: 39622

Project 5020098 Washington - 2020 Sealcoat Improvements
Client ID# 20040

Professional Services for the Period: March 20, 2020 to April 16, 2020

Professional Services

	Hours	Rate	Amount
Principal Engineer	2.00	149.00	298.00
Technician #5	4.75	73.00	346.75
Totals	6.75		644.75
Total Professional Services			644.75

Unit Billing

Copies - Color	24.00
Copies-Specs.	25.80
Total Units	49.80

Total Project Invoice Amount \$694.55

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

April 21, 2020
Invoice No: 39621

Project 5016276 Washington - 15th Ave Paving, Storm Sewer, Sanitary Sewer, Water Main.
Client ID #20040

Professional Services for the Period: March 20, 2020 to April 16, 2020

Professional Services

	Hours	Rate	Amount	
Principal Engineer	4.50	149.00	670.50	
Technician #5	.25	73.00	18.25	
Totals	4.75		688.75	
Total Professional Services				688.75
Total Project Invoice Amount				\$688.75

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



INVOICE

2640 12th St SW
Cedar Rapids, IA 52404-3440
319-366-8321

Project Mgr: Kyle Bieghler

Project: N 4th Avenue Improvements
N 4th Ave
Washington, IA

To: City of Washington, IA
Attn: Brent Hinson
215 E Washington St
PO Box 516
Washington, IA 52353-2024

REMIT TO:

Invoice Number: TD52430

Terracon Consultants, Inc.
PO Box 959673
St Louis, MO 63195-9673

Federal E.I.N.: 42-1249917

Project Number: 06195146
Invoice Date: 4/20/2020
For Period: 12/15/2019 to 3/14/2020

Quantity	Description of Services	Rate	Total
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Field Exploration Services

1.00 L.S.	Drill Rig Mobilization	\$300.00	\$300.00
1.00 Day(s)	Truck-Mounted Drill Rig	\$450.00	\$450.00
1.00 Day(s)	Drilling Support Truck	\$75.00	\$75.00
95.50 Feet	Auger Drilling & Sampling (0-20ft.)	\$13.50	\$1,289.25
1.00 Day(s)	Concrete Coring Machine & Generator	\$150.00	\$150.00
2.00 Hour(s)	2-Man Coring Crew	\$160.00	\$320.00
51.25 Inch(es)	Diamond-Bit Core Wear	\$4.00	\$205.00
7.00 Each	Pavement Patching	\$25.00	\$175.00
3.50 Hour(s)	Drilling Supervisor	\$105.00	\$367.50
		Subtotal	\$3,331.75

Soil Laboratory Services

7.25 Hour(s)	Stratification of Boring Logs	\$65.00	\$471.25
32.00 Hour(s)	Moisture Content & Visual Classification	\$7.50	\$240.00
16.00 Each	Dry Density (Thin-Wall Tube Sample)	\$7.50	\$120.00
13.00 Each	Unconfined Compressive Strength Test	\$17.50	\$227.50
14.00 Each	Hand Penetrometer Test	\$3.00	\$42.00
4.00 Each	Atterberg Limits - Three Point Method	\$125.00	\$500.00
2.00 Each	Organic Content - Loss on Ignition	\$55.00	\$110.00
3.00 Each	P200 Wash (% Passing No. 200 Sieve)	\$40.00	\$120.00
1.00 Each	Standard Proctor Test, 6-inch Mold	\$140.00	\$140.00
1.00 Each	CBR Test (Single-Point)	\$250.00	\$250.00
3.00 Each	Corrosion Suite with Miller Box	\$175.00	\$525.00
		Subtotal	\$2,745.75

Geotechnical Engineering Services

6.00 Hour(s)	Department/Senior Project Manager	\$145.00	\$870.00
10.25 Hour(s)	Field/Staff Engineer	\$105.00	\$1,076.25

TERMS: DUE UPON PRESENTATION OF INVOICE



INVOICE

Invoice No.: TD52430
Project No.: 06195146
Project: N 4th Avenue Improvements
N 4th Ave
Washington, IA

Project Mgr: Kyle Bieghler

Quantity	Description of Services	Rate	Total
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Continued

Subtotal \$1,946.25

Invoice Total \$8,023.75

Statement of Account	
Contract Amount	\$9,100.00
Amount Previously Billed	\$0.00
Total Due this Invoice	\$8,023.75
Total Billed	\$8,023.75
Payments to Date	\$0.00
Total Due	\$8,023.75

Kevin D. Olson
Attorney-at-Law
1400 5th Street, P.O. Box 5127
Coralville, Iowa 52241

Phone (319) 351-2277 Fax: (319) 351-2279 e-mail: kevinolsonlaw@gmail.com

May 1, 2020

Mr. Brent Hinson, City Administrator
City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

INVOICE

For legal services rendered to the City of Washington, Iowa in April, 2020

TOTAL HOURS	8.5 hours (reg)
TOTAL MILES	0 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
TOTAL INVOICE FOR APRIL, 2020	\$765.00

Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney



City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax

Urban Chicken Permit Application

*****Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. *****

1. Applicant Information

Name Heather Perez Gibbs

Property Address 415 East Polk St.

Daytime Phone # 319-461-4328 Evening Phone # _____

Number of chickens to be kept 4 (5 if allowed)
(No roosters are allowed, Maximum number of hens is 4)

2. Application Checklist

Resident's Submittal

Staff Review

- Landlord sign-off (if applicant is a tenant)

N/A

- Description of chicken coop and pen including materials used & cubic feet

HP

- Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address

HP

- Sign-off of all adjacent property owners (please use form attached as Exhibit A)

HP

3. Statement of Understanding (Please initial by each item)

HP 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

HP 2) I am aware that I must receive approval from the City prior to obtaining chickens.

HP 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

HP 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

HP 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

HP 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

HP 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

HP 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

HP 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

HP 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

HP 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.

Signature Heather J. Peery Date 4/28/2020

If applicant is a tenant, the landlord must sign below:

As the owner/authorized manager of the property at _____
(address), I give permission for my tenant _____ (applicant), to install a
chicken coop and to keep chickens on the property, as may be approved by the City Council.

Landlord Signature _____ Date _____

Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Craig Arbuckle, City Attorney



City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax

**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Heather Perez Gibbs

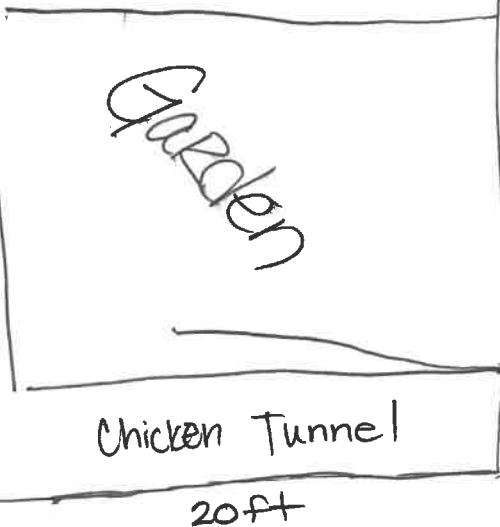
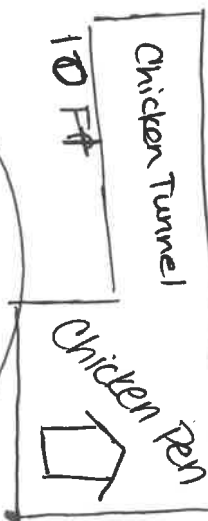
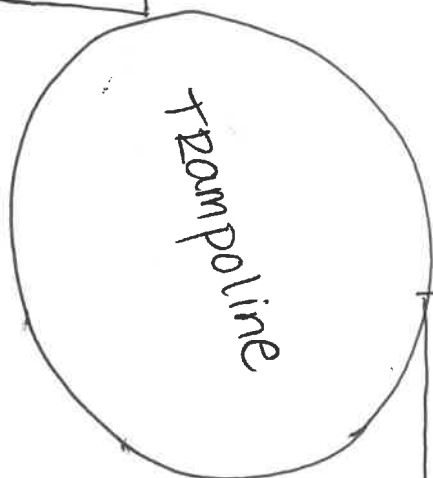
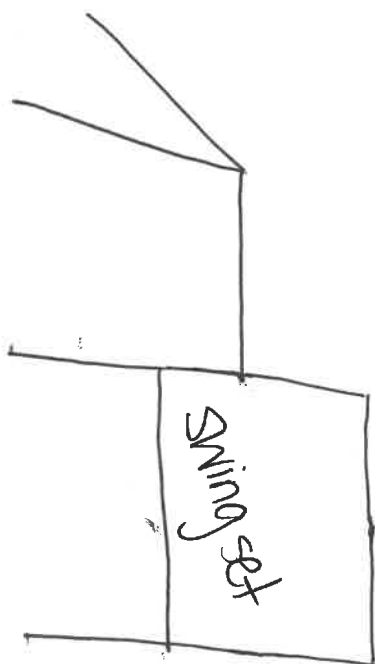
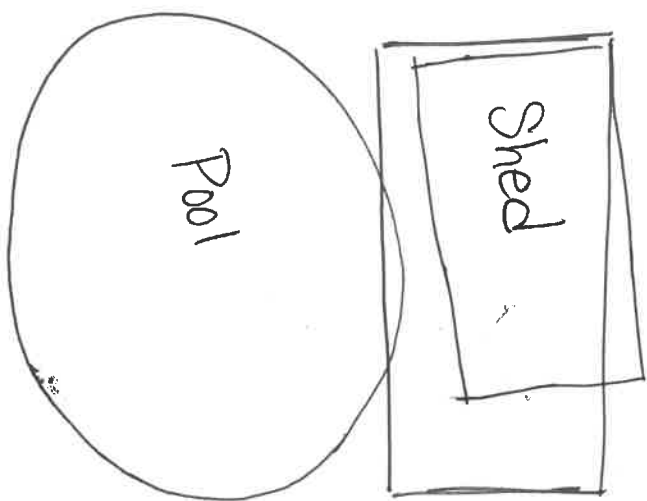
Site Address: 415 East Polk Street

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

Name(s) & Address	Phone	Signature(s) & Date
Pearl Valley Rehab 601 E. Polk St. Washington, Ia 52353	319-653-6526	Denise Taylor 4/28/20
Tom Welch 405 East Polk St.	653-2212	John Welch 4-28-20

(For additional adjacent property owners, please attach additional sheets)

405 East Polk St ↓



House

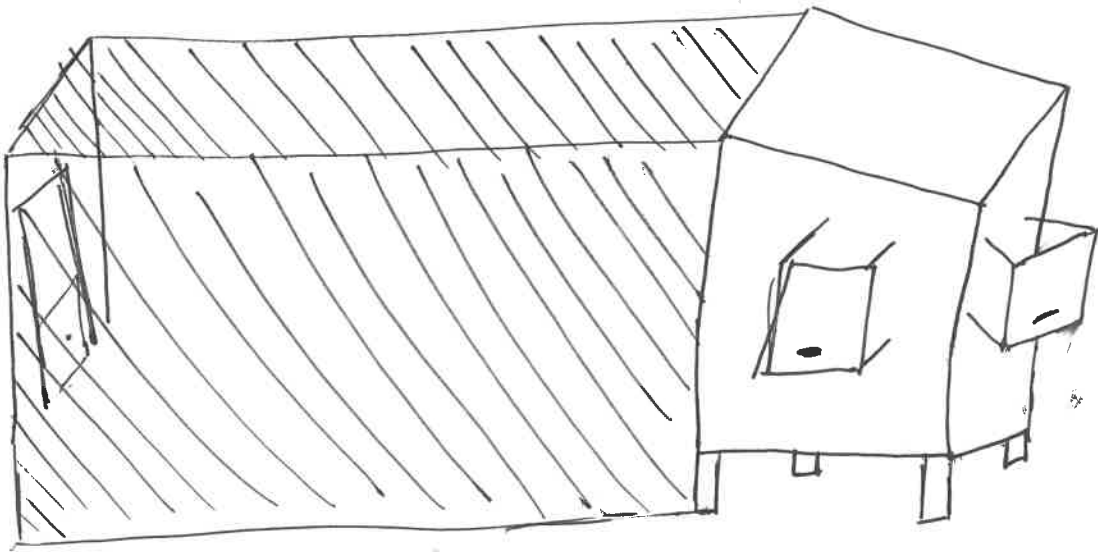
Garage

Pearl Valley ↓

~~~~~ Bushes ~~~~~

# Chicken Coop

- Will be made with wood, either painted or paneling to look nice, with a tin roof.
- We will have a "pen" with gate around the coop and "tunnels" with chicken wire for them to have Room to Roam.
- The coop will be approximately 4' x 5' x 6' with the main pen being approx 5' x 8'. The coop will also have additional nesting boxes approx 1' x 2'. Watering containers will be inside and outside the coop.



**Applicant License Application ( BB0037304 )**

**Name of Applicant:** COMES INVESTMENTS

**Name of Business (DBA):** PIZZA HUT

**Address of Premises:** 1018 WEST MADISON

**City** Washington

**County:** Washington

**Zip:** 52353

**Business** (319) 653-6521

**Mailing** 2045 GRAND AVE

**City** WEST DES MOINES

**State** IA

**Zip:** 50265

**Contact Person**

**Name** JOE W. COMES

**Phone:** (515) 330-1172

**Email**

JOECOMES@MAC.COM

**Classification** Class B Beer (BB) (Includes Wine Coolers)

**Term:** 12 months

**Effective Date:** 06/01/2020

**Expiration Date:** 05/31/2021

**Privileges:**

Class B Beer (BB) (Includes Wine Coolers)

Sunday Sales

**Status of Business**

**BusinessType:** Privately Held Corporation

**Corporate ID Number:** XXXXXXXXXX

**Federal Employer ID** XXXXXXXXXX

**Ownership**

**JOSEPH COMES**

**First Name:** JOSEPH

**Last Name:** COMES

**City:** CLIVE

**State:** Iowa

**Zip:** 50265

**Position:** PRESIDENT

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

**Insurance Company:** Wadena Insurance Company

**Policy Effective Date:** 06/01/2020

**Policy Expiration** 05/31/2021

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**WWTP report  
May 5, 2020  
Council meeting**

- **After hour alarm and dog call outs –**  
4/24/2020 Dog call 730 S 2<sup>nd</sup> Ave. 12:11 a.m. Dalton  
4/27/2020 Dog call 622 S 2<sup>nd</sup> Ave. 9:47 p.m. Dalton
- **Dept Head meetings –** I attended the meetings April 28<sup>th</sup> May 5<sup>th</sup> on Zoom.
- **UV Equipment-**Working well.
- **E-Coli testing-**1<sup>st</sup> round of E-coli testing was completed in April.
- **Hydrogen Sulfide Gas Testing-**We have 2 of the 3 monitors in collecting data before IRE starts discharging later this month
- **West EQ basin –** Iowa Pump Works returned with west lagoon pump #1 and installed it.
- **Mowing-**Mowing a lot at the WWTP
- **NPDES Permit-** We have to renew our NPDES permit next year and there is so extra testing required which the first round was competed April 24<sup>th</sup> .
- **Yard Waste Center (YWC) –** YWC to be open on Saturday mornings from 7:00 a.m. to 10:00 a.m. so Washington residents can haul their yard waste to the YWC. The dates are as follows:  
April 18, 25, May 2, 9, 16, 23.

**Jason Whisler  
5/1/2020 10:00 AM**

## **Zoom E-Meeting**

### **Regular Meeting Minutes- March 26, 2020**

**Call to Order:** The meeting was called to order at 10:12 a.m. by President Mike Kramme with Carol Ray, Mindy Graham, Rick Hofer, Margi Jarrard, Isabella Santoro and Bryna Walker, ex-officio, in attendance through Zoom. The city proclamation to close the library and the recommendation of the State of Iowa Library for social distancing prompted Director Walker to set up the meeting electronically.

**Approval of Minutes:** The minutes were approved with corrections in spelling of Santoro and Rosien.

**Approval of Expenditures:** Walker announced that expenditures are under budget. She said she is making cost comparisons. Santoro moved to approve the expenditures. Graham seconded, and the motion was approved.

**Budget Report:** At 66.67% of the year, the expenditures are slightly under at 66.07%. Walker said that there are now four full time employees. Everyone is full time except the pages. Janitorial is 72%, and office supplies are at 86%. There have been more sick leaves and vacations at 69%. Ray moved to accept the budget report, seconded by Jarrard. The motion was approved.

**New Business:** a. Riverboat Grant Spring Application: Walker has submitted a grant application for \$10,000 with a match of \$4000 from the gift fund. It is intended to make improvements to the teen room.

b. Walmart Grant Application for 2020- The grant application request for \$1,000 will be for program materials, frames and supplies. Hofer moved to apply for the grant. This was seconded by Ray, and the motion was approved.

c. Reading Chairs Recycling: Walker will check on places to donate the chairs.

d. Temporary E-Card Issuance during current closing of the library: Walker has checked into this. Because of the current circumstance of the library closing, certain requirements can be waived. The requirements of ID and proof of residence can be waived until June 1, 2020. Ray moved to approve the issuance of a temporary e-card. This was seconded by Frakes, and the motion was approved.

e. Use of Library Facilities and Equipment Policy Review: Jarrard moved to add the following addendum to the Emergency/Severe Weather Policy:

#### **Epidemic and Library Health Emergency Policy**

#### **Addendum to: Emergency/Severe Weather Policy**

1. The Washington Public Library may temporarily close because of an epidemic or library health emergency in the event that either of the following occur:
  - a. The City of Washington offices close because of a health emergency.

- b. A mandate, order, or recommendation for closure is issued by Washington County Public Health or other government authorities.
- 2. At the discretion of the Library Director, the Washington Public Library may temporarily close, reduce its operating hours, or limit services in the event that there is insufficient staff to maintain basic service hours.
- 3. In the event of closure, due dates and holds pickup dates for library materials will be adjusted so that no overdue charges are assessed and holds do not expire on dates in which the library is closed. The exterior book drop will be kept open and cleared periodically as long as possible.
- 4. The Washington Public Library/City of Washington Employee Handbook outlines the sick leave policy. This policy shall continue to be followed in the event of an epidemic or library health emergency.

The motion was seconded by Santoro, and it was approved. Walker said the staff has been coming in this week. Pages can return with parental permission.

f. Strategic Plan (rough draft analysis): Walker said that the measures for each goal need to be more quantitative. Timelines will be added, and baselines established for each goal. Walker noted that in the Community Analysis section, in the second paragraph "to reduce hunger at night in the library", a nutritious snack has been offered to children. The funds have come from a Walmart grant.

**Informational Items:** Walker announced that the children's room is being painted. The library budget has been approved by the city. The switch to the Apollo system has been made. The library Facebook site has been praised by the State of Iowa Library Director for its tutorials, community based items and daily challenges. Walker said that the Zoom format can be used whenever we want. The meeting should be posted 24 hours in advance so the public can have access.

**Announcements:** The Head of the State Library of Iowa said that curbside checkouts and book drop-offs should not be done at this time.

**Adjournment:** The meeting was adjourned at 10:58 a.m.

**Respectfully submitted:** Margi Jarrard, secretary

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

4-4-20/4-17-20

**STREETS:** Personnel repaired a number of signage that had been twisted, bent or hit by vehicular traffic. The street sweeper operated most of the City. Personnel added some rock to numerous alleys.

**WATER DISTRIBUTION:** Personnel flushed and got 2 samples for Chad McCleary to test for bacteria on South Ave B, those tests came back negative. With the water testing in good order, 9 services were hooked up to the new 8 inch PVC water main. A water main break (#7) took place while working on South Ave B when a corp blew off.

**SEWER COLLECTION:** Personnel jetted and vac'd out the sewer main from West 2nd St to the car wash on North Marion (lots of debris from car wash). Personnel jetted 400 ft of sewer located at South 2nd St-McCreedy Dr. Personnel also jetted and vac'd 1,000 ft of sewer on Marion Ave from the car wash to West 2nd St and west towards South Ave B.

**STORM SEWER COLLECTION:** Personnel checked out the drainage ditch south of West Buchanan on the west side of South Ave E (erosion).

**MECHANIC/SHOP:** Personnel serviced #117 (starter and transmission filter), Sewer Jet (battery test), PD 905 (rear brakes and rotate tires) and Street sweeper (replaced main broom and adjusted sweeping pattern).

**OTHER:** Personnel hauled numerous loads of road rock to the material storage building. Yard waste and brush pick up continued. Personnel responded to 25 One Call Locates.

\*Please note that this report does not include every task M/C personnel performed, but shall be a highlight of our work performed as a department.

**CONTRACTOR'S PAY REQUEST**

Washington Municipal Airport  
Construct Taxilane (Fuel Access)  
Washington, IA  
BMI #T51.117678

**DISTRIBUTION:**

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

BONDING CO. (1)

|                                                |              |
|------------------------------------------------|--------------|
| TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS   | \$412,248.10 |
| TOTAL, COMPLETED WORK TO DATE                  | \$330,676.00 |
| RETAINED PERCENTAGE ( 5% )                     | \$16,533.80  |
| TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS) | \$0.00       |
| NET AMOUNT DUE TO CONTRACTOR TO DATE           | \$314,142.20 |
| TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES        | \$170,692.20 |
| PAY CONTRACTOR AS ESTIMATE NO. <b>2 (Two)</b>  | \$143,450.00 |

**Certificate for Partial Payment**

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: DeLong Construction Inc.  
PO Box 488  
Washington, IA 52353

By

Name

President

Title

Date

4-17-20

**CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:**

ENGINEER: BOLTON & MENK, INC., ENGINEERS, 855 WRIGHT BORTHERS BLVD SW #2A, CEDAR RAPIDS, IA 52404

By

Carl L. Byers, P.E.

, PROJECT ENGINEER

Date

4/17/2020

**APPROVED FOR PAYMENT:****OWNER:**

By

Name

Comm Chair

Title

Date

4/28/2020

And

Name

Title

Date



**CITY OF WASHINGTON, IOWA  
CLAIM REPORT  
MAY 5, 2020**

|                             |                                    |                           |                 |
|-----------------------------|------------------------------------|---------------------------|-----------------|
| <b>POLICE</b>               | ACE-N-MORE                         | BATTERY                   | 31.96           |
|                             | ALLIANT ENERGY                     | ALLIANT ENERGY            | 412.22          |
|                             | ARNOLD MOTOR SUPPLY                | PARTS                     | 26.98           |
|                             | CAPPER CHRYSLER DODGE JEEP RAM     | VEHICLE REPAIR            | 159.94          |
|                             | GALLS LLC                          | FLASHLIGHT BATTERY        | 62.92           |
|                             | QUILL                              | SUPPLIES                  | 27.98           |
|                             | SIRCHIE                            | INVESTIGATION SUPPLIES    | 145.87          |
|                             | UPS                                | SHIPPING                  | 20.20           |
|                             | WAL-MART                           | SUPPLIES                  | 203.36          |
|                             | WMPF GROUP LLC                     | LEGAL ADVERTISING         | 26.62           |
|                             |                                    | <b>TOTAL</b>              | <b>1,118.05</b> |
|                             |                                    |                           |                 |
|                             |                                    |                           |                 |
| <b>FIRE</b>                 | ACE-N-MORE                         | BATTERIES                 | 83.97           |
|                             | ALLIANT ENERGY                     | ALLIANT ENERGY            | 852.02          |
|                             | AMAZON CAPITAL SERVICES            | MATT/CLOCK/SIGNS/STAND    | 433.49          |
|                             | ARNOLD MOTOR SUPPLY                | FIRE DOOR RING DOORBELL   | 692.25          |
|                             | CINTAS CORP LOC. 342               | TOWEL SERVICE             | 117.94          |
|                             | CUSTOM IMPRESSIONS INC             | ENGRAVED SIGNS            | 64.00           |
|                             | HIWAY SERVICE CENTER               | TANKER REPAIR             | 1,661.16        |
|                             | VISA                               | FUEL                      | 46.50           |
|                             |                                    | <b>TOTAL</b>              | <b>3,951.33</b> |
|                             |                                    |                           |                 |
|                             |                                    |                           |                 |
| <b>AMBULANCE</b>            | VISA                               | TRAINING                  | 3,598.00        |
|                             |                                    | <b>TOTAL</b>              | <b>3,598.00</b> |
| <b>ANIMAL CONTROL</b>       |                                    |                           |                 |
|                             | ACE-N-MORE                         | INSULATION DOG POUND      | 18.99           |
|                             | CARSON PLUMBING & HEATING SRVS INC | PLUMBING SINK IN POUND    | 330.53          |
|                             | WASHINGTON LUMBER                  | DOG POUND - REMODEL       | 635.13          |
|                             |                                    | <b>TOTAL</b>              | <b>984.65</b>   |
| <b>DEVELOPMENT SERVICES</b> |                                    |                           |                 |
|                             | BRUNS, DAVID                       | INSPECTION SERVICES       | 50.00           |
|                             | QUILL                              | SUPPLIES                  | 57.98           |
|                             |                                    | <b>TOTAL</b>              | <b>107.98</b>   |
| <b>LIBRARY</b>              |                                    |                           |                 |
|                             | AMAZON                             | LIBRARY MATERIALS         | 50.11           |
|                             | BAKER & TAYLOR                     | LIBRARY MATERIALS         | 678.81          |
|                             | CENGAGE LEARNING INC/GALE          | LIBRARY MATERIALS         | 61.57           |
|                             | FAREWAY STORES                     | JANITORIAL SUPPLIES       | 52.38           |
|                             | SEW ON THE GO                      | MASKS                     | 160.00          |
|                             | STAPLES BUSINESS ADVANTAGE         | OFFICE MATERIALS          | 284.06          |
|                             | VISA                               | RENTAL, POSTAGE, TELECOMM | 298.05          |
|                             |                                    | <b>TOTAL</b>              | <b>1,584.98</b> |
|                             |                                    |                           |                 |
| <b>PARKS</b>                | ACE-N-MORE                         | SUPPLIES                  | 280.86          |
|                             | ALLIANT ENERGY                     | ALLIANT ENERGY            | 763.99          |
|                             | ARNOLD MOTOR SUPPLY                | PARTS                     | 199.94          |
|                             | HIWAY SERVICE CENTER               | SKID LOADER REPAIR        | 72.83           |
|                             |                                    | <b>TOTAL</b>              | <b>1,317.62</b> |
|                             |                                    |                           |                 |
| <b>POOL</b>                 |                                    |                           |                 |
|                             | ALLIANT ENERGY                     | ALLIANT ENERGY            | 108.00          |
|                             |                                    | <b>TOTAL</b>              | <b>108.00</b>   |

|                         |                                       |                            |                 |
|-------------------------|---------------------------------------|----------------------------|-----------------|
| <b>CEMETERY</b>         | ACE-N-MORE                            | PARTS/SUPPLIES             | 233.30          |
|                         | ALLIANT ENERGY                        | ALLIANT ENERGY             | 153.65          |
|                         | ARNOLD MOTOR SUPPLY                   | PARTS                      | 174.41          |
|                         | ATCO INTERNATIONAL                    | DISINFECTANT SPRAY         | 137.74          |
|                         | VISA                                  | MOWER PARTS AND BLADES     | 1,111.11        |
|                         |                                       | <b>TOTAL</b>               | <b>1,810.21</b> |
|                         |                                       |                            |                 |
| <b>FINANCIAL ADMIN</b>  | ALLIANT ENERGY                        | ALLIANT ENERGY             | 824.43          |
|                         | AMAZON CAPITAL SERVICES               | CLOROX WIPES               | 21.61           |
|                         | DE LAGE LANDEN FINANCIAL SERVICES INC | COPIER LEASE AGREEMENT     | 154.98          |
|                         | IMPRESSIONS COMPUTERS, INC            | COMPUTER MAINTENANCE       | 100.00          |
|                         | IOWA COMMUNITIES ASSURANCE POOL       | WHITESELL PROPERTY INSURAN | 211.00          |
|                         | KCII                                  | ADVERTISING                | 121.28          |
|                         | MILLER & SONS LTD                     | PLUGGED DRAIN              | 240.00          |
|                         | PIP PRINTING                          | CLAIMS PROCESSING          | 165.50          |
|                         | QUILL                                 | SUPPLIES                   | 35.88           |
|                         | VISA                                  | CLEANING SUPPLIES          | 17.94           |
|                         | WASH CHAMBER OF COMMERCE              | ROSIEN JACKET RENTAL       | 20.00           |
|                         |                                       | <b>TOTAL</b>               | <b>1,912.62</b> |
|                         |                                       |                            |                 |
| <b>AIRPORT</b>          | CLOUDBURST 9                          | INTERNET                   | 72.09           |
|                         | METRO PAVING INC                      | TAXI LANE PAVING- WASH AIR | 1,500.00        |
|                         |                                       | <b>TOTAL</b>               | <b>1,572.09</b> |
|                         |                                       |                            |                 |
| <b>ROAD USE</b>         | ALLIANT ENERGY                        | ALLIANT ENERGY             | 26.35           |
|                         | ARNOLD MOTOR SUPPLY                   | PARTS                      | 26.77           |
|                         |                                       | <b>TOTAL</b>               | <b>53.12</b>    |
|                         |                                       |                            |                 |
| <b>STREET LIGHTING</b>  | ALLIANT ENERGY                        | ALLIANT ENERGY             | 257.46          |
|                         | MARIE ELECTRIC INC.                   | STOP LIGHT REPAIRS         | 330.00          |
|                         | MOBOTREX                              | TRAFFIC BULBS              | 348.00          |
|                         |                                       | <b>TOTAL</b>               | <b>935.46</b>   |
|                         |                                       |                            |                 |
| <b>HOTEL/MOTEL TAX</b>  | WASH CHAMBER OF COMMERCE              | HOTEL-MOTEL REIMB          | 714.33          |
|                         |                                       | <b>TOTAL</b>               | <b>714.33</b>   |
|                         |                                       |                            |                 |
| <b>CAPITAL PROJECTS</b> | IA DEPT OF NATL RESOURCES             | STORM WATER DISCHARGE-FIRE | 175.00          |
|                         |                                       | <b>TOTAL</b>               | <b>175.00</b>   |
|                         |                                       |                            |                 |
| <b>LIBRARY GIFT</b>     | BAKER & TAYLOR                        | LIBRARY MATERIALS          | 167.80          |
|                         |                                       | <b>TOTAL</b>               | <b>167.80</b>   |
|                         |                                       |                            |                 |
| <b>WATER PLANT</b>      | ALLIANT ENERGY                        | ALLIANT ENERGY             | 3,816.66        |
|                         | AMAZON CAPITAL SERVICES               | TONER CARTRIDGE            | 50.89           |
|                         | CENTRAL IOWA DISTRIBUTING             | SUPPLIES                   | 277.00          |
|                         | FERGUSON WATERWORKS# 2516             | METERS                     | 5,827.62        |
|                         | ION ENVIRONMENTAL SOLUTIONS           | LAB SERVICES               | 117.00          |
|                         | JENNINGS, ELAINE                      | MILEAGE REIMB              | 19.55           |
|                         | PIP PRINTING                          | DISCONNECT NOTICES         | 261.04          |
|                         | POSTMASTER                            | BULK MAILING WATER BILLS   | 805.69          |
|                         | STOREY KENWORTHY/MATT PARROTT         | WATER BILL FORMS           | 1,373.98        |
|                         | WAL-MART                              | SUPPLIES                   | 10.09           |
|                         | WATER SOLUTIONS UNLIMITED             | CHEMICALS FOR PLANT        | 7,974.12        |

|                           |                        |                            |                  |
|---------------------------|------------------------|----------------------------|------------------|
|                           |                        | <b>TOTAL</b>               | <b>20,533.64</b> |
| <b>WATER DISTRIBUTION</b> | ALLIANT ENERGY         | ALLIANT ENERGY             | 74.11            |
|                           | QUAD CITY WINWATER     | GATE VALVES, GASKETS, CURB | 5,757.00         |
|                           | SCHIMBERG CO.          | S. B AVENUE PROJ           | 16,470.09        |
|                           | WAL-MART               | SUPPLIES                   | 46.02            |
|                           |                        | <b>TOTAL</b>               | <b>22,347.22</b> |
| <b>SEWER PLANT</b>        | ALLIANT ENERGY         | ALLIANT ENERGY             | 19.73            |
|                           | ATCO INTERNATIONAL     | LIFTSTATION CLEANER        | 410.00           |
|                           | VISA                   | FUEL & WORKSHOP FEE        | 63.94            |
|                           | WIDE, TOM              | T-SHIRTS                   | 201.25           |
|                           |                        | <b>TOTAL</b>               | <b>694.92</b>    |
| <b>SEWER COLLECTION</b>   | ARNOLD MOTOR SUPPLY    | TOOL BOX/PARTS             | 173.01           |
|                           | HY-VEE                 | MEETINGS                   | 40.54            |
|                           |                        | <b>TOTAL</b>               | <b>213.55</b>    |
| <b>SANITATION</b>         | WASH CO HUMANE SOCIETY | COLLECTIONS FOR APRIL      | 362.50           |
|                           |                        | <b>TOTAL</b>               | <b>362.50</b>    |
|                           |                        | <b>TOTAL</b>               | <b>64,263.07</b> |

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF  
CONTRACT, AND ESTIMATE OF COST**

WHEREAS, Garden & Associates, Ltd. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the "2020 Sealcoat Project"; and

WHEREAS, notice of hearing on plans, specifications, form of contract, and estimate of cost for said public improvements was published as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA.

Section 1. That the plans, specifications, form of contract, and estimate of cost are hereby approved as the plans, specifications, form of contract, and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED, this 5th day of May, 2020.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT**

WHEREAS, the construction project known as "2020 Sealcoat Project" has been designed and publicized for bid, and bids were received on April 30, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as "2020 Sealcoat Project" be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: L.L. Pelling Company, Inc

Amount of Bid: \$100,621.85

Section 2. That the Mayor and Clerk are hereby directed to execute contract & ancillary documents with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 5th day of May, 2020.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF  
CONTRACT, AND ESTIMATE OF COST**

WHEREAS, FOX Engineering Associates, Inc. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as “2020 North 4<sup>th</sup> Improvements Project”; and

WHEREAS, notice of hearing on plans, specifications, form of contract, and estimate of cost for said public improvements was published as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA.

Section 1. That the plans, specifications, form of contract, and estimate of cost are hereby approved as the plans, specifications, form of contract, and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED, this 5<sup>th</sup> day of May, 2020.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



- |       |                                                                                                                                            |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------|
| W25-3 | "ROAD CLOSED AHEAD"                                                                                                                        |
| R15-4 | "ROAD CLOSED TO THROUGH TRAFFIC" ON TYPE III BARCADE WITH SUPPLEMENTAL SIGN DETOUR SOUTH TO E. AND STREET"                                 |
| R15-4 | "ROAD CLOSED TO THROUGH TRAFFIC" ON TYPE III BARCADE WITH SUPPLEMENTAL SIGN DETOUR EAST TO W. AND AVENUE OR AVENUE SOUTH TO W. AND AVENUE" |
| D     | LOCATED TEMPORARY ROAD CLOSURE REQUIRED FOR PROPOSED WORK FOLLOWED BY MUTED GUIDELINES                                                     |



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT**

WHEREAS, the construction project known as “2020 North 4<sup>th</sup> Improvements Project” has been designed and publicized for bid, and bids were received on April 28, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as “2020 North 4<sup>th</sup> Improvements Project” be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: \_\_\_\_\_ Cornerstone Excavating, Inc.

Amount of Bid: \_\_\_\_\_ \$1,552,705.20

Section 2. That as per guidance from the City Attorney, the Council hereby waives any irregularities with the above bid.

Section 3. That the Mayor and Clerk are hereby directed to execute contract & ancillary documents with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 5<sup>th</sup> day of May, 2020.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk





May 1, 2020

**Mayor & City Council**  
City of Washington  
215 E. Washington Street  
Washington, IA 52353

**N. 4<sup>th</sup> Avenue Improvements Project - Recommendation of Award**

*FOX Ref No: 7114-19A.440*

Dear Mayor and City Council:

The City of Washington received bids on April 28, 2020 for the N. 4<sup>th</sup> Avenue Improvements Project. The project generally includes removal and replacement of 4,100 SY of 8-inch mainline pavement, 1,900 SY of sidewalk, 1,500 CY of earthwork, 2,400 LF of storm sewer storm sewer piping, 1,200 LF of sanitary sewer piping, 2,100 LF of water main piping, two acres of seeding, erosion control, storm sewer structures, sanitary sewer structures, and other associated work.

The city received and accepted two bids on the project. The Engineer's opinion of probable construction cost for the base bid was \$1,674,268.60. The bid tabulation Summary is attached for your reference.

Cornerstone Excavating, Inc. of Washington, Iowa submitted the low base bid of \$1,554,400.20. The following is a breakdown of the base bids and bid alternates received:

| Contractor                          | Location              | Base Bid              | Bid Alternate No. 1 |
|-------------------------------------|-----------------------|-----------------------|---------------------|
| <i>Cornerstone Excavating, Inc.</i> | <i>Washington, IA</i> | <i>\$1,554,400.20</i> | <i>\$28,137.00</i>  |
| DeLong Construction, Inc.           | Washington, IA        | \$1,818,585.00        | \$40,680.00         |

The low bid is approximately \$119,868.40 below the Engineer's opinion of probable construction cost.

A description of the project bid alternate is as follows:

Bid Alternate No. 1 – HDPE-Lined RCP Sanitary Sewer Pipe to replace base bid SUDAS pipe materials.

FOX contacted Cornerstone Excavating, Inc. to discuss their bid, schedule, equipment, and similar projects completed in Iowa. Cornerstone Excavating, Inc. believes their bid is reasonable and have found no errors or omissions during review. Cornerstone Excavating, Inc. believes the contract dates for substantial and final completion will give adequate time for the work to be completed.

To evaluate their Bid, we discussed their current projects and reviewed their performance on previous projects. Cornerstone Excavating, Inc. has been in business since 2008 and operates out of an office location in Washington, Iowa. FOX Engineering has not worked with Cornerstone Excavating, Inc. on past projects. However, city staff have worked with Cornerstone Excavating, Inc. on several occasions and indicated that they have provided satisfactory performance.

Cornerstone Excavating, Inc. plans to utilize subcontractors to complete some of the work as follows:

- Pate Jones Paving
- Stevens Erosion Control

- 
- Service Signing
  - LL Pelling Company

A bid alternate was included in the bid. Bid Alternate No. 1 removes the bid value for the 24-inch Sanitary Sewer pipe (bid item 4.15) of \$29,832.00 and replaces it with the bid alternate amount of \$28,137.00 (net reduction of \$1,695.00). Bid Alternate No. 1 includes HDPE Lined Reinforced Concrete Pipe (RCP) for use as sanitary sewer piping. The piping system is not currently included in the Iowa Statewide Urban Design and Specifications (SUDAS) and was included as a bid alternate during the bidding process by addendum. The supplier submitted documentation indicating that the product has been approved by the SUDAS committee and will likely be included as part of next year's SUDAS specifications update. The combination of RCP and incorporated lining material from the factory allow the product to be both durable and reduce infiltration in the sanitary sewer system. Based on discussions with the supplier, the City of Washington was likely provided a reduced cost for the product to be competitive with other pipe products. FOX recommends accepting Bid Alternate No. 1.

A couple of irregularities occurred during the bidding process. However, based on discussions with city staff and the city attorney, it was determined that these irregularities can be waived for purposes of award.

FOX Engineering believes that Cornerstone Excavating, Inc. has the capability to complete the work, has a practical knowledge of the work, adequate equipment and personnel, sufficient schedule, and has the financial resources to complete the project. Therefore, based on the bids received and accepted by the City of Washington, FOX Engineering Associates, Inc. recommends that the N. 4<sup>th</sup> Avenue Improvements Project be awarded to Cornerstone Excavating, Inc. for the total of the Base Bid and Bid Alternate No. 1 in the amount of \$1,552,705.20. We believe this represents the lowest responsive, responsible bid and is in the best interest of the project.

Prior to the City of Washington approving the contract, the City's insurance counsel should review the Contractor's insurance certificates as well as the performance and maintenance bonds for conformance with the City of Washington requirements.

The notice of award is attached for your consideration. If approved, please sign and return to FOX Engineering and it will then be forwarded to the Contractor along with the agreement. Please contact me with any questions or comments regarding this recommendation.

Sincerely,  
FOX Engineering Associates, Inc.



Steven Soupir, P.E.,CFM  
Project Manager

Attachments: Bid Tab and Notice of Award

BID TABULATION

**N. 4th Avenue Improvements**

City of Washington, Iowa

BID DATE: April 28, 2020 at 11:00 AM

FOX PN: 7114-19A

| CONTRACTORS:                                    |                                                           |       |       | Engineer's Opinion<br>Probable Cost |              |              | Cornerstone Excavating, Inc.<br>1320 W. Main St<br>Washington, IA 52353 |               |               | DeLong Construction, Inc<br>PO Box 488<br>Washington, IA 52353 |  |  |
|-------------------------------------------------|-----------------------------------------------------------|-------|-------|-------------------------------------|--------------|--------------|-------------------------------------------------------------------------|---------------|---------------|----------------------------------------------------------------|--|--|
| CHECK OR BID BOND                               |                                                           |       |       |                                     |              |              |                                                                         |               |               |                                                                |  |  |
| ITEM NO.                                        | DESCRIPTION                                               | UNITS | QTY   | UNIT PRICE                          | TOTAL PRICE  | UNIT PRICE   | TOTAL PRICE                                                             | UNIT PRICE    | TOTAL PRICE   |                                                                |  |  |
| DIVISION 1 - GENERAL                            |                                                           |       |       |                                     |              |              |                                                                         |               |               |                                                                |  |  |
| 1.01                                            | MOBILIZATION                                              | LS    | 1     | \$ 85,000.00                        | \$ 85,000.00 | \$ 55,500.00 | \$ 55,500.00                                                            | \$ 140,000.00 | \$ 140,000.00 |                                                                |  |  |
| 1.02                                            | TRAFFIC CONTROL                                           | LS    | 1     | \$ 20,000.00                        | \$ 20,000.00 | \$ 8,500.00  | \$ 8,500.00                                                             | \$ 15,000.00  | \$ 15,000.00  |                                                                |  |  |
| 1.03                                            | REMOVALS, MISCELLANEOUS                                   | LS    | 1     | \$ 10,000.00                        | \$ 10,000.00 | \$ 12,500.00 | \$ 12,500.00                                                            | \$ 11,500.00  | \$ 11,500.00  |                                                                |  |  |
| 1.04                                            | WASTE COLLECTION                                          | LS    | 1     | \$ 6,000.00                         | \$ 6,000.00  | \$ 8,000.00  | \$ 8,000.00                                                             | \$ 1,500.00   | \$ 1,500.00   |                                                                |  |  |
| 1.05                                            | TEMPORARY MAILBOX CLUSTER                                 | LS    | 1     | \$ 2,500.00                         | \$ 2,500.00  | \$ 1,450.00  | \$ 1,450.00                                                             | \$ 1,500.00   | \$ 1,500.00   |                                                                |  |  |
| 1.06                                            | CONSTRUCTION CONTINGENCY (ALLOWANCE)                      | LS    | 1     | \$ 25,000.00                        | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00                                                            | \$ 25,000.00  | \$ 25,000.00  |                                                                |  |  |
| 1.07                                            | SUBMITAL EXCHANGE FEE (ALLOWANCE)                         | LS    | 1     | \$ 5,000.00                         | \$ 5,000.00  | \$ 5,000.00  | \$ 5,000.00                                                             | \$ 5,000.00   | \$ 5,000.00   |                                                                |  |  |
| 1.08                                            | RAILROAD PROTECTIVE LIABILITY INSURANCE                   | LS    | 1     | \$ 2,500.00                         | \$ 2,500.00  | \$ 12,500.00 | \$ 12,500.00                                                            | \$ 15,000.00  | \$ 15,000.00  |                                                                |  |  |
| DIVISION 2 - EARTHWORK                          |                                                           |       |       |                                     |              |              |                                                                         |               |               |                                                                |  |  |
| 2.01                                            | CLEARING AND GRUBBING, TREE REMOVAL, AND TREE TRIMMING    | LS    | 1     | \$ 7,500.00                         | \$ 7,500.00  | \$ 11,000.00 | \$ 11,000.00                                                            | \$ 12,500.00  | \$ 12,500.00  |                                                                |  |  |
| 2.02                                            | TOPSOIL, STRIP, STOCKPILE, FURNISH AND SPREAD             | CY    | 550   | \$ 20.00                            | \$ 11,000.00 | \$ 49.50     | \$ 27,225.00                                                            | \$ 45.00      | \$ 24,750.00  |                                                                |  |  |
| 2.03                                            | EXCAVATION, CLASS 10                                      | CY    | 1,500 | \$ 17.00                            | \$ 25,500.00 | \$ 30.00     | \$ 45,000.00                                                            | \$ 23.00      | \$ 34,500.00  |                                                                |  |  |
| 2.04                                            | SUBGRADE PREPARATION, 12-INCH                             | SY    | 4,542 | \$ 5.50                             | \$ 24,981.00 | \$ 4.50      | \$ 20,439.00                                                            | \$ 3.50       | \$ 15,897.00  |                                                                |  |  |
| 2.05                                            | MODIFIED SUBBASE, 6-INCH                                  | SY    | 4,542 | \$ 9.50                             | \$ 43,149.00 | \$ 7.10      | \$ 32,248.20                                                            | \$ 9.50       | \$ 43,149.00  |                                                                |  |  |
| 2.06                                            | SUBGRADE TREATMENT (CONTINGENCY)                          | SY    | 4,542 | \$ 6.00                             | \$ 27,252.00 | \$ 14.00     | \$ 63,588.00                                                            | \$ 10.00      | \$ 45,420.00  |                                                                |  |  |
| 2.07                                            | GRANULAR SURFACING - TEMPORARY                            | TON   | 150   | \$ 36.00                            | \$ 5,400.00  | \$ 24.00     | \$ 3,600.00                                                             | \$ 85.00      | \$ 12,750.00  |                                                                |  |  |
| 2.08                                            | GRANULAR SURFACING - PERMANENT                            | TON   | 75    | \$ 36.00                            | \$ 2,700.00  | \$ 22.00     | \$ 1,650.00                                                             | \$ 45.00      | \$ 3,375.00   |                                                                |  |  |
| 2.09                                            | REMOVAL OF PIPE, EXISTING STORM SEWER                     | LF    | 250   | \$ 24.00                            | \$ 6,000.00  | \$ 12.00     | \$ 3,000.00                                                             | \$ 40.00      | \$ 10,000.00  |                                                                |  |  |
| DIVISION 3 - TRENCH AND TRENCHLESS CONSTRUCTION |                                                           |       |       |                                     |              |              |                                                                         |               |               |                                                                |  |  |
| 3.01                                            | TRENCH FOUNDATION                                         | TON   | 200   | \$ 38.00                            | \$ 7,600.00  | \$ 28.50     | \$ 5,700.00                                                             | \$ 40.00      | \$ 8,000.00   |                                                                |  |  |
| 3.02                                            | REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL               | CY    | 200   | \$ 24.00                            | \$ 4,800.00  | \$ 36.00     | \$ 7,200.00                                                             | \$ 75.00      | \$ 15,000.00  |                                                                |  |  |
| 3.03                                            | GROUTING EXISTING UTILITIES                               | CY    | 260   | \$ 160.00                           | \$ 41,600.00 | \$ 165.00    | \$ 42,900.00                                                            | \$ 200.00     | \$ 52,000.00  |                                                                |  |  |
| DIVISION 4 - SEWERS AND DRAINS                  |                                                           |       |       |                                     |              |              |                                                                         |               |               |                                                                |  |  |
| 4.01                                            | STORM SEWER, TRENCHED, 18-INCH, AS SUBDRAIN               | LF    | 195   | \$ 90.00                            | \$ 17,550.00 | \$ 78.00     | \$ 15,210.00                                                            | \$ 100.00     | \$ 19,500.00  |                                                                |  |  |
| 4.02                                            | STORM SEWER, TRENCHED, 21-INCH, AS SUBDRAIN               | LF    | 36    | \$ 110.00                           | \$ 3,960.00  | \$ 92.00     | \$ 3,312.00                                                             | \$ 135.00     | \$ 4,860.00   |                                                                |  |  |
| 4.03                                            | STORM SEWER, TRENCHED, 24-INCH, AS SUBDRAIN               | LF    | 255   | \$ 128.00                           | \$ 32,640.00 | \$ 89.00     | \$ 22,695.00                                                            | \$ 140.00     | \$ 35,700.00  |                                                                |  |  |
| 4.04                                            | STORM SEWER, TRENCHED, 12-INCH                            | LF    | 67    | \$ 70.00                            | \$ 4,690.00  | \$ 48.00     | \$ 3,216.00                                                             | \$ 75.00      | \$ 5,025.00   |                                                                |  |  |
| 4.05                                            | STORM SEWER, TRENCHED, 15-INCH                            | LF    | 715   | \$ 80.00                            | \$ 57,200.00 | \$ 48.50     | \$ 34,677.50                                                            | \$ 79.00      | \$ 56,485.00  |                                                                |  |  |
| 4.06                                            | STORM SEWER, TRENCHED, 24-INCH                            | LF    | 79    | \$ 112.00                           | \$ 8,848.00  | \$ 60.00     | \$ 4,740.00                                                             | \$ 115.00     | \$ 9,085.00   |                                                                |  |  |
| 4.07                                            | STORM SEWER SERVICE CONNECTION TO 8-INCH SUBDRAIN, 4-INCH | EA    | 7     | \$ 250.00                           | \$ 1,750.00  | \$ 400.00    | \$ 2,800.00                                                             | \$ 830.00     | \$ 5,810.00   |                                                                |  |  |
| 4.08                                            | STORM SEWER SERVICE CONNECTION TO RCP STORM SEWER, 4-INCH | EA    | 3     | \$ 450.00                           | \$ 1,350.00  | \$ 525.00    | \$ 1,575.00                                                             | \$ 1,750.00   | \$ 5,250.00   |                                                                |  |  |
| 4.09                                            | STORM SEWER SERVICE, 4-INCH                               | LF    | 146   | \$ 45.00                            | \$ 6,570.00  | \$ 40.00     | \$ 5,840.00                                                             | \$ 54.00      | \$ 7,884.00   |                                                                |  |  |
| 4.10                                            | SANITARY SEWER SERVICE REPLACEMENT, 4-INCH                | LF    | 200   | \$ 80.00                            | \$ 16,000.00 | \$ 55.50     | \$ 11,100.00                                                            | \$ 90.00      | \$ 18,000.00  |                                                                |  |  |
| 4.11                                            | SANITARY SEWER SERVICE REPLACEMENT, 6-INCH                | LF    | 200   | \$ 105.00                           | \$ 21,000.00 | \$ 61.00     | \$ 12,200.00                                                            | \$ 110.00     | \$ 22,000.00  |                                                                |  |  |
| 4.12                                            | SANITARY SEWER SERVICE CONNECTION                         | EA    | 11    | \$ 850.00                           | \$ 9,350.00  | \$ 900.00    | \$ 9,900.00                                                             | \$ 950.00     | \$ 10,450.00  |                                                                |  |  |
| 4.13                                            | SANITARY SEWER, GRAVITY, TRENCHED, 8-INCH                 | LF    | 10    | \$ 75.00                            | \$ 750.00    | \$ 69.00     | \$ 690.00                                                               | \$ 110.00     | \$ 1,100.00   |                                                                |  |  |

BID TABULATION

# N. 4th Avenue Improvements

City of Washington, Iowa

BID DATE: April 28, 2020 at 11:00 AM

FOX PN: 7114-19A

| CONTRACTORS:      |                                                                        |       |       | Engineer's Opinion<br>Probable Cost |               |             | Cornerstone Excavating, Inc.<br>1320 W. Main St<br>Washington, IA 52353 |             |               | DeLong Construction, Inc<br>PO Box 488<br>Washington, IA 52353 |             |  |
|-------------------|------------------------------------------------------------------------|-------|-------|-------------------------------------|---------------|-------------|-------------------------------------------------------------------------|-------------|---------------|----------------------------------------------------------------|-------------|--|
| CHECK OR BID BOND |                                                                        |       |       |                                     |               |             |                                                                         |             |               |                                                                |             |  |
| ITEM NO.          | DESCRIPTION                                                            | UNITS | QTY   | UNIT PRICE                          | TOTAL PRICE   | UNIT PRICE  | TOTAL PRICE                                                             | UNIT PRICE  | TOTAL PRICE   | UNIT PRICE                                                     | TOTAL PRICE |  |
| 4.14              | SANITARY SEWER, GRAVITY, TRENCHED, 15-INCH                             | LF    | 439   | \$ 95.00                            | \$ 41,705.00  | \$ 73.00    | \$ 32,047.00                                                            | \$ 115.00   | \$ 50,485.00  |                                                                |             |  |
| 4.15              | SANITARY SEWER, GRAVITY, TRENCHED, 24-INCH                             | LF    | 339   | \$ 165.00                           | \$ 55,935.00  | \$ 88.00    | \$ 29,832.00                                                            | \$ 120.00   | \$ 40,680.00  |                                                                |             |  |
| 4.16              | SANITARY SEWER, CONNECT TO EXISTING STRUCTURE                          | EA    | 1     | \$ 2,500.00                         | \$ 2,500.00   | \$ 2,750.00 | \$ 2,750.00                                                             | \$ 2,500.00 | \$ 2,500.00   |                                                                |             |  |
| 4.17              | SANITARY SEWER, TESTING                                                | LS    | 1     | \$ 7,500.00                         | \$ 7,500.00   | \$ 3,500.00 | \$ 3,500.00                                                             | \$ 6,500.00 | \$ 6,500.00   |                                                                |             |  |
| 4.18              | SUBDRAIN, 8-INCH                                                       | LF    | 839   | \$ 25.00                            | \$ 20,975.00  | \$ 21.50    | \$ 18,038.50                                                            | \$ 35.00    | \$ 29,365.00  |                                                                |             |  |
| 4.19              | SUBDRAIN CLEANOUT, 8-INCH DIAMETER                                     | EA    | 6     | \$ 625.00                           | \$ 3,750.00   | \$ 500.00   | \$ 3,000.00                                                             | \$ 975.00   | \$ 5,850.00   |                                                                |             |  |
|                   |                                                                        |       |       |                                     |               |             |                                                                         |             |               |                                                                |             |  |
|                   | <b>DIVISION 5 - WATER MAIN AND APPURTENANCES</b>                       |       |       |                                     |               |             |                                                                         |             |               |                                                                |             |  |
| 5.01              | WATER MAIN, CONNECT TO EXISTING                                        | EA    | 9     | \$ 3,800.00                         | \$ 34,200.00  | \$ 4,000.00 | \$ 36,000.00                                                            | \$ 3,500.00 | \$ 31,500.00  |                                                                |             |  |
| 5.02              | WATER MAIN, CONNECT TO EXISTING WITH TAPPING VALVE AND SLEEVE, 10-INCH | EA    | 1     | \$ 8,500.00                         | \$ 8,500.00   | \$ 6,900.00 | \$ 6,900.00                                                             | \$ 5,000.00 | \$ 5,000.00   |                                                                |             |  |
| 5.03              | WATER MAIN LOWERING                                                    | EA    | 4     | \$ 8,000.00                         | \$ 32,000.00  | \$ 4,500.00 | \$ 18,000.00                                                            | \$ 4,500.00 | \$ 18,000.00  |                                                                |             |  |
| 5.04              | WATER SERVICE CONNECTION                                               | EA    | 24    | \$ 600.00                           | \$ 14,400.00  | \$ 275.00   | \$ 6,600.00                                                             | \$ 750.00   | \$ 18,000.00  |                                                                |             |  |
| 5.05              | WATER SERVICE, 1-INCH                                                  | LF    | 360   | \$ 85.00                            | \$ 30,600.00  | \$ 38.75    | \$ 13,950.00                                                            | \$ 40.00    | \$ 14,400.00  |                                                                |             |  |
| 5.06              | WATER SERVICE CURB STOP                                                | EA    | 24    | \$ 650.00                           | \$ 15,600.00  | \$ 275.00   | \$ 6,600.00                                                             | \$ 500.00   | \$ 12,000.00  |                                                                |             |  |
| 5.07              | WATER MAIN PIPE, 4-INCH                                                | LF    | 10    | \$ 48.00                            | \$ 480.00     | \$ 80.00    | \$ 800.00                                                               | \$ 55.00    | \$ 550.00     |                                                                |             |  |
| 5.08              | WATER MAIN PIPE, 6-INCH                                                | LF    | 10    | \$ 50.00                            | \$ 500.00     | \$ 40.00    | \$ 400.00                                                               | \$ 60.00    | \$ 600.00     |                                                                |             |  |
| 5.09              | WATER MAIN PIPE, 10-INCH                                               | LF    | 2,081 | \$ 55.00                            | \$ 114,455.00 | \$ 51.50    | \$ 107,171.50                                                           | \$ 65.00    | \$ 135,265.00 |                                                                |             |  |
| 5.10              | RESILIENT WEDGE GATE VALVE, 4-INCH                                     | EA    | 3     | \$ 1,200.00                         | \$ 3,600.00   | \$ 875.00   | \$ 2,625.00                                                             | \$ 950.00   | \$ 2,850.00   |                                                                |             |  |
| 5.11              | RESILIENT WEDGE GATE VALVE, 6-INCH                                     | EA    | 1     | \$ 1,600.00                         | \$ 1,600.00   | \$ 1,000.00 | \$ 1,000.00                                                             | \$ 1,200.00 | \$ 1,200.00   |                                                                |             |  |
| 5.12              | RESILIENT WEDGE GATE VALVE, 10-INCH                                    | EA    | 9     | \$ 2,300.00                         | \$ 20,700.00  | \$ 1,950.00 | \$ 17,550.00                                                            | \$ 2,000.00 | \$ 18,000.00  |                                                                |             |  |
| 5.13              | FIRE HYDRANT ASSEMBLY                                                  | EA    | 4     | \$ 5,300.00                         | \$ 21,200.00  | \$ 4,400.00 | \$ 17,600.00                                                            | \$ 5,500.00 | \$ 22,000.00  |                                                                |             |  |
| 5.14              | WATER MAIN TESTING AND DISINFECTION                                    | LS    | 1     | \$ 7,500.00                         | \$ 7,500.00   | \$ 1,400.00 | \$ 1,400.00                                                             | \$ 3,500.00 | \$ 3,500.00   |                                                                |             |  |
|                   |                                                                        |       |       |                                     |               |             |                                                                         |             |               |                                                                |             |  |
|                   | <b>DIVISION 6 - STRUCTURES FOR SANITARY AND STORM SEWERS</b>           |       |       |                                     |               |             |                                                                         |             |               |                                                                |             |  |
| 6.01              | STORM SEWER MANHOLE, SW-401, 48-INCH                                   | EA    | 4     | \$ 3,600.00                         | \$ 14,400.00  | \$ 2,900.00 | \$ 11,600.00                                                            | \$ 3,750.00 | \$ 15,000.00  |                                                                |             |  |
| 6.02              | STORM SEWER MANHOLE, SW-401, 60-INCH                                   | EA    | 1     | \$ 4,500.00                         | \$ 4,500.00   | \$ 4,200.00 | \$ 4,200.00                                                             | \$ 5,400.00 | \$ 5,400.00   |                                                                |             |  |
| 6.03              | STORM SEWER MANHOLE, SW-406                                            | EA    | 1     | \$ 4,000.00                         | \$ 4,000.00   | \$ 3,850.00 | \$ 3,850.00                                                             | \$ 4,670.00 | \$ 4,670.00   |                                                                |             |  |
| 6.04              | STORM SEWER, SINGLE GRATE INTAKE, SW-501                               | EA    | 5     | \$ 3,800.00                         | \$ 19,000.00  | \$ 3,850.00 | \$ 19,250.00                                                            | \$ 4,370.00 | \$ 21,850.00  |                                                                |             |  |
| 6.05              | STORM SEWER, SINGLE OPEN-THROAT CURB INTAKE, SW-507                    | EA    | 3     | \$ 7,400.00                         | \$ 22,200.00  | \$ 4,500.00 | \$ 13,500.00                                                            | \$ 4,000.00 | \$ 12,000.00  |                                                                |             |  |
| 6.06              | STORM SEWER, RECTANGULAR AREA INTAKE, SW-511                           | EA    | 2     | \$ 6,000.00                         | \$ 12,000.00  | \$ 3,250.00 | \$ 6,500.00                                                             | \$ 3,700.00 | \$ 7,400.00   |                                                                |             |  |
| 6.07              | STORM SEWER, CIRCULAR AREA INTAKE, SW-512                              | EA    | 1     | \$ 4,000.00                         | \$ 4,000.00   | \$ 2,200.00 | \$ 2,200.00                                                             | \$ 2,750.00 | \$ 2,750.00   |                                                                |             |  |
| 6.08              | SANITARY SEWER MANHOLE, SW-301, 48-INCH                                | EA    | 2     | \$ 4,200.00                         | \$ 8,400.00   | \$ 4,700.00 | \$ 9,400.00                                                             | \$ 4,250.00 | \$ 8,500.00   |                                                                |             |  |
| 6.09              | SANITARY SEWER MANHOLE, SW-301, 60-INCH                                | EA    | 1     | \$ 9,000.00                         | \$ 9,000.00   | \$ 6,500.00 | \$ 6,500.00                                                             | \$ 5,750.00 | \$ 5,750.00   |                                                                |             |  |
| 6.10              | SANITARY SEWER MANHOLE, SW-303, 60-INCH                                | EA    | 1     | \$ 10,500.00                        | \$ 10,500.00  | \$ 8,450.00 | \$ 8,450.00                                                             | \$ 5,500.00 | \$ 5,500.00   |                                                                |             |  |
| 6.11              | REMOVE EXISTING SANITARY MANHOLE                                       | EA    | 1     | \$ 2,000.00                         | \$ 2,000.00   | \$ 1,500.00 | \$ 1,500.00                                                             | \$ 650.00   | \$ 650.00     |                                                                |             |  |
| 6.12              | REMOVE EXISTING STORM STRUCTURE                                        | EA    | 10    | \$ 1,200.00                         | \$ 12,000.00  | \$ 1,500.00 | \$ 15,000.00                                                            | \$ 1,000.00 | \$ 10,000.00  |                                                                |             |  |



BID TABULATION

**N. 4th Avenue Improvements**

City of Washington, Iowa

BID DATE: April 28, 2020 at 11:00 AM

FOX PN: 7114-19A

| CONTRACTORS:                            |                                                         |       |       | Engineer's Opinion<br>Probable Cost |               |             | Cornerstone Excavating, Inc.<br>1320 W. Main St<br>Washington, IA 52353 |              |               | DeLong Construction, Inc<br>PO Box 488<br>Washington, IA 52353 |             |  |
|-----------------------------------------|---------------------------------------------------------|-------|-------|-------------------------------------|---------------|-------------|-------------------------------------------------------------------------|--------------|---------------|----------------------------------------------------------------|-------------|--|
| ITEM NO.                                | DESCRIPTION                                             | UNITS | QTY   | UNIT PRICE                          | TOTAL PRICE   | UNIT PRICE  | TOTAL PRICE                                                             | UNIT PRICE   | TOTAL PRICE   | UNIT PRICE                                                     | TOTAL PRICE |  |
| CHECK OR BID BOND                       |                                                         |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
| DIVISION 7 - PAVEMENT AND APPURTENANCES |                                                         |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
| 7.01                                    | PCC PAVING, 8-INCH, MAINLINE                            | SY    | 4,171 | \$ 62.00                            | \$ 258,602.00 | \$ 67.00    | \$ 279,457.00                                                           | \$ 64.00     | \$ 266,944.00 |                                                                |             |  |
| 7.02                                    | PCC PAVING, FULL DEPTH PATCH                            | SY    | 244   | \$ 75.00                            | \$ 18,300.00  | \$ 97.25    | \$ 23,729.00                                                            | \$ 87.25     | \$ 21,289.00  |                                                                |             |  |
| 7.03                                    | PCC PAVING COMMERCIAL/ALLEY, 7-INCH                     | SY    | 302   | \$ 60.00                            | \$ 18,120.00  | \$ 75.00    | \$ 22,650.00                                                            | \$ 65.00     | \$ 19,630.00  |                                                                |             |  |
| 7.04                                    | PCC PAVING RESIDENTIAL, 6-INCH                          | SY    | 186   | \$ 54.00                            | \$ 10,044.00  | \$ 72.00    | \$ 13,392.00                                                            | \$ 62.00     | \$ 11,532.00  |                                                                |             |  |
| 7.05                                    | PCC SIDEWALK, 5-INCH                                    | SY    | 1,914 | \$ 45.00                            | \$ 86,130.00  | \$ 55.25    | \$ 105,748.50                                                           | \$ 45.50     | \$ 87,087.00  |                                                                |             |  |
| 7.06                                    | HMA ASPHALT PAVING, 6-INCH, LOW TRAFFIC (LT)            | SY    | 642   | \$ 68.00                            | \$ 43,656.00  | \$ 52.00    | \$ 33,384.00                                                            | \$ 52.00     | \$ 33,384.00  |                                                                |             |  |
| 7.07                                    | REMOVAL OF PAVEMENT, MAINLINE                           | SY    | 4,485 | \$ 10.00                            | \$ 44,850.00  | \$ 9.00     | \$ 40,365.00                                                            | \$ 11.00     | \$ 49,335.00  |                                                                |             |  |
| 7.08                                    | REMOVAL OF PAVEMENT,<br>SIDEWALK/ALLEY/DRIVEWAY/PARKING | SY    | 2,118 | \$ 10.00                            | \$ 21,180.00  | \$ 11.00    | \$ 23,298.00                                                            | \$ 14.00     | \$ 29,652.00  |                                                                |             |  |
| 7.09                                    | REMOVAL OF CURB AND GUTTER                              | LF    | 20    | \$ 5.00                             | \$ 100.00     | \$ 15.00    | \$ 300.00                                                               | \$ 30.00     | \$ 600.00     |                                                                |             |  |
| 7.10                                    | PCC CURB AND GUTTER, 30-INCH                            | LF    | 20    | \$ 60.00                            | \$ 1,200.00   | \$ 100.00   | \$ 2,000.00                                                             | \$ 50.00     | \$ 1,000.00   |                                                                |             |  |
| 7.11                                    | CUT/GRIND CURB                                          | LF    | 15    | \$ 40.00                            | \$ 600.00     | \$ 125.00   | \$ 1,875.00                                                             | \$ 30.00     | \$ 450.00     |                                                                |             |  |
| 7.12                                    | PAINTED PAVEMENT MARKINGS                               | LS    | 1     | \$ 7,500.00                         | \$ 7,500.00   | \$ 2,500.00 | \$ 2,500.00                                                             | \$ 2,500.00  | \$ 2,500.00   |                                                                |             |  |
| 7.13                                    | SIGNAGE                                                 | LS    | 1     | \$ 10,000.00                        | \$ 10,000.00  | \$ 7,000.00 | \$ 7,000.00                                                             | \$ 7,500.00  | \$ 7,500.00   |                                                                |             |  |
| 7.14                                    | DETECTABLE WARNING                                      | SF    | 366   | \$ 48.00                            | \$ 17,568.00  | \$ 40.00    | \$ 14,640.00                                                            | \$ 40.00     | \$ 14,640.00  |                                                                |             |  |
| 7.15                                    | PCC RAILROAD SIDEWALK CROSSING                          | LS    | 1     | \$ 2,500.00                         | \$ 2,500.00   | \$ 5,000.00 | \$ 5,000.00                                                             | \$ 25,000.00 | \$ 25,000.00  |                                                                |             |  |
| 7.16                                    | ENGINEERING FABRIC                                      | SY    | 4,996 | \$ 3.00                             | \$ 14,988.60  | \$ 2.00     | \$ 9,992.00                                                             | \$ 3.25      | \$ 16,237.00  |                                                                |             |  |
|                                         |                                                         |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
|                                         | DIVISION 8 - TRAFFIC SIGNALS (NOT USED)                 |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
|                                         |                                                         |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
|                                         |                                                         |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
|                                         | DIVISION 9 - SITE WORK AND LANDSCAPING                  |       |       |                                     |               |             |                                                                         |              |               |                                                                |             |  |
| 9.01                                    | SEEDING, FERTILIZING, AND MULCHING - TYPE 1             | AC    | 2     | \$ 4,000.00                         | \$ 8,000.00   | \$ 6,875.00 | \$ 13,750.00                                                            | \$ 5,000.00  | \$ 10,000.00  |                                                                |             |  |
| 9.02                                    | STABILIZED CONSTRUCTION ENTRANCE                        | SY    | 180   | \$ 8.00                             | \$ 1,440.00   | \$ 20.00    | \$ 3,600.00                                                             | \$ 20.00     | \$ 3,600.00   |                                                                |             |  |
| 9.03                                    | MOWING/TRIMMING                                         | AC    | 2     | \$ 800.00                           | \$ 1,600.00   | \$ 400.00   | \$ 800.00                                                               | \$ 1,000.00  | \$ 2,000.00   |                                                                |             |  |
| 9.04                                    | SILT FENCE, INSTALL & REMOVE                            | LF    | 200   | \$ 3.00                             | \$ 600.00     | \$ 4.00     | \$ 800.00                                                               | \$ 10.00     | \$ 2,000.00   |                                                                |             |  |
| 9.05                                    | FILTER SOCK                                             | LF    | 700   | \$ 3.50                             | \$ 2,450.00   | \$ 3.50     | \$ 2,450.00                                                             | \$ 5.00      | \$ 3,500.00   |                                                                |             |  |
|                                         |                                                         |       |       | \$                                  | 1,674,268.60  | \$          | 1,554,400.20                                                            | \$           | 1,818,585.00  |                                                                |             |  |

|       |                                                   |    |     |    |    |          |              |           |              |
|-------|---------------------------------------------------|----|-----|----|----|----------|--------------|-----------|--------------|
| ALT 1 | SANITARY SEWER, TRENCHED, 24-INCH, HDPE-LINED RCP | LF | 339 | \$ | \$ | \$ 83.00 | \$ 28,137.00 | \$ 120.00 | \$ 40,680.00 |
|       | Total                                             |    |     | \$ | -  | \$       | 28,137.00    | \$        | 40,680.00    |

**NOTICE OF PUBLIC HEARING  
AMENDMENT OF FY2019-2020 CITY BUDGET**

The City Council of Washington in WASHINGTON County, Iowa  
will meet at Fire Station Training Room, 215 E. Washington Street  
at 6:00 on 5/19/2020  
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2020  
(year)  
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.  
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

|                                                                                        |    | Total Budget<br>as certified<br>or last amended | Current<br>Amendment | Total Budget<br>after Current<br>Amendment |
|----------------------------------------------------------------------------------------|----|-------------------------------------------------|----------------------|--------------------------------------------|
| <b>Revenues &amp; Other Financing Sources</b>                                          |    |                                                 |                      |                                            |
| Taxes Levied on Property                                                               | 1  | 3,707,941                                       |                      | 3,707,941                                  |
| Less: Uncollected Property Taxes-Levy Year                                             | 2  | 0                                               |                      | 0                                          |
| <b>Net Current Property Taxes</b>                                                      | 3  | 3,707,941                                       | 0                    | 3,707,941                                  |
| Delinquent Property Taxes                                                              | 4  | 0                                               |                      | 0                                          |
| TIF Revenues                                                                           | 5  | 309,473                                         |                      | 309,473                                    |
| Other City Taxes                                                                       | 6  | 914,074                                         | 75,000               | 989,074                                    |
| Licenses & Permits                                                                     | 7  | 107,550                                         |                      | 107,550                                    |
| Use of Money and Property                                                              | 8  | 195,008                                         | 28,000               | 223,008                                    |
| Intergovernmental                                                                      | 9  | 2,775,990                                       | 305,197              | 3,081,187                                  |
| Charges for Services                                                                   | 10 | 5,275,792                                       |                      | 5,275,792                                  |
| Special Assessments                                                                    | 11 | 63,000                                          |                      | 63,000                                     |
| Miscellaneous                                                                          | 12 | 512,832                                         | 261,013              | 773,845                                    |
| Other Financing Sources                                                                | 13 | 4,664,150                                       | 1,355,416            | 6,019,566                                  |
| Transfers In                                                                           | 14 | 6,986,431                                       | 191,606              | 7,178,037                                  |
| <b>Total Revenues and Other Sources</b>                                                | 15 | 25,512,241                                      | 2,216,232            | 27,728,473                                 |
| <b>Expenditures &amp; Other Financing Uses</b>                                         |    |                                                 |                      |                                            |
| Public Safety                                                                          | 16 | 1,773,318                                       | 72,518               | 1,845,836                                  |
| Public Works                                                                           | 17 | 1,359,484                                       | 11,200               | 1,370,684                                  |
| Health and Social Services                                                             | 18 | 0                                               |                      | 0                                          |
| Culture and Recreation                                                                 | 19 | 991,922                                         | 15,492               | 1,007,414                                  |
| Community and Economic Development                                                     | 20 | 190,799                                         |                      | 190,799                                    |
| General Government                                                                     | 21 | 1,139,453                                       | 42,636               | 1,182,089                                  |
| Debt Service                                                                           | 22 | 1,125,063                                       | 30,090               | 1,155,153                                  |
| Capital Projects                                                                       | 23 | 9,334,360                                       | 41,477               | 9,375,837                                  |
| Total Government Activities Expenditures                                               | 24 | 15,914,399                                      | 213,413              | 16,127,812                                 |
| Business Type / Enterprises                                                            | 25 | 6,967,621                                       | 22,461               | 6,990,082                                  |
| <b>Total Gov Activities &amp; Business Expenditures</b>                                | 26 | 22,882,020                                      | 235,874              | 23,117,894                                 |
| Transfers Out                                                                          | 27 | 6,986,431                                       | 191,606              | 7,178,037                                  |
| <b>Total Expenditures/Transfers Out</b>                                                | 28 | 29,868,451                                      | 427,480              | 30,295,931                                 |
| Excess Revenues & Other Sources Over<br>(Under) Expenditures/Transfers Out Fiscal Year | 29 | -4,356,210                                      | 1,788,752            | -2,567,458                                 |
| Beginning Fund Balance July 1                                                          | 30 | 9,823,145                                       |                      | 9,823,145                                  |
| <b>Ending Fund Balance June 30</b>                                                     | 31 | 5,466,935                                       | 1,788,752            | 7,255,687                                  |

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Capital Projects, Bond Proceeds, Costs of Issuance, LOST funds, parks, QRS start up

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Kelsey Brown

City Clerk/ Finance Officer Name

**Previously Approved Projects/Purchases**  
**Capital Projects**

|                                      | Offsetting RV | RV Source                           |
|--------------------------------------|---------------|-------------------------------------|
| 300 - Police Vehicles                | 43,326.00     | 2020A Bond Proceeds                 |
| 300 - Police Other Capital Equipment | -             |                                     |
| 300 - Fire/QRS                       | 31,033.00     | 2020A Bond Proceeds                 |
| 300 - Road Use                       | 37,155.00     | 2020A Bond Proceeds                 |
| 301 - Financial Admin                | 712,583.00    | 2020A Bond Proceeds                 |
| 301 - Financial Admin                |               |                                     |
| 301 - Financial Admin                | 38,824.00     |                                     |
| 308 - Transfers Out                  | 15,000.00     |                                     |
| 309 - Municipal Building             |               |                                     |
| 310 - Wellness Park                  | 73,870.00     | Reimbursement/Transfer in from LOST |
| 315 - Residential Development        | 196,500.00    | Grants/Contributions/Interest       |
| 603 - Water Capital Projects         | 531,319.00    | 2020B Bond Proceeds                 |
| 613- Sewer Maintenance & Repair      | 315,197.00    | CDBG/Interest                       |

**Previously Approved Projects/Purchases**  
**Other expenses**

|                                      | Offsetting RV | RV Source |
|--------------------------------------|---------------|-----------|
| 001 - General Fund (Police)          | 4,500.00      |           |
| 001- General Fund (Animal Control)   | 28,756.00     |           |
| 001 - General Fund (Animal Control)  | 8,000.00      |           |
| 001 - General Fund (Ambulance)       | 7,500.00      |           |
| 001 - General Fund (Ambulance)       | 17,500.00     |           |
| 001 - General Fund (Ambulance)       | 5,000.00      |           |
| 001 - General Fund (Parks)           | 4,049.00      |           |
| 001 - General Fund (Parks)           | 4,000.00      |           |
| 001 - General Fund (Parks)           | 3,094.00      |           |
| 001 - General Fund (Pool)            | 3,000.00      |           |
| 001 - General Fund (Pool)            | 1,349.00      |           |
| 001 - General Fund (Financial Admin) | 4,200.00      |           |
| 001 - General Fund (Financial Admin) | 9,610.00      |           |
| 001 - General Fund (Financial Admin) | 18,750.00     |           |
| 001 - General Fund (Financial Admin) | (8,755.00)    |           |
| 001 - General Fund (Financial Admin) |               |           |
| 011 - Main Street                    | 24,982.00     |           |
| 110 - Road Use -Street Lighting      | 11,200.00     |           |
| 121- LOST                            | 75,000.00     |           |
| 145 - Housing Rehab                  | 18,831.00     |           |
| 146 - LMI TIF                        | 37,800.00     |           |
| 200 - Debt Service                   | 30,090.00     |           |
| 540 - Police Forfeiture              | 1,052.00      |           |
| 541 - K-9 Program                    | 210.00        |           |
| 610 - Sewer Fund                     | 6,596.00      |           |
| 670 - Sanitation                     | 12,875.00     |           |

**Total** \$427,480.00

**Transfers (Included Above)**

| From             | Out Amount | To                      |
|------------------|------------|-------------------------|
| Ind Develop      | 15,000.00  | Capital Projects        |
| LOST             | 75,000.00  | General Fund            |
|                  |            | Municipal Building Fund |
|                  |            | Housing Rehab           |
|                  |            | Housing Rehab           |
|                  |            | General Fund            |
| LMI TIF          | 37,800.00  |                         |
| Capital Projects | 38,824.00  |                         |
| Main St          | 24,982.00  |                         |
|                  | 191,606.00 |                         |

**Other Notes**

-Police vehicle purchase  
-Police server purchase  
-Fire/QRS Truck Purchase in FY21 budget  
-FY21 Dump Trucks  
-Additional Bond Proceeds  
-Transfer to Housing Rehab  
-Transfer from Ind Dev for Biz Park  
-Transfer to CP for the Biz Park  
-Alliant, Fire Department and transfer for additional LOST revenue (\$56,250)  
  
-Bell Land  
-Carry over project from FY17 (s tower/water plant)  
Carry over project from FY17 (SE Basin 1 & I)

**Other Notes**

-Uniform Allowance - 3 new officer uniforms and badges for all officers  
-Reclassify Paws and More Expense from Financial Administration  
-Renovation of the dog pound per order from the IA Dept of Agriculture and Land Stewardship  
-Training  
-Minor Equipment  
-Operating supplies  
-Soccer field drinking fountain  
-Utilities  
-Building maintenance - shelter, tennis court, ballfield light repairs  
-Chemicals (City responsibility for 2020 pool season)  
-Building maintenance - pool heater  
-Leadership Iowa expenses  
-Technology Services (Gov Office contract buyout \$6,360 and Codification \$3,250)  
-Minibus-additional LOST revenue (25%) (75% to Municipal Building Fund)  
-Other Contractual Services (\$20,000 extra tourism payment, -\$28,755 Paws and More reclassification  
-Transfer from Main Street FY19 zero out  
-Transfer back to the GF for FY19 zero out  
-Flashing arrows at 92/Wiley Intersection  
-Transfer LOST funds to GF for minibus and municipal building fund  
-Tax Expense (\$1,014)/Housing rehab program (\$17,817)  
-Transfer out to Housing Rehab  
-Cost of Insurance 2020A Bonds  
-Laptop for Investigator  
-Cost of k-9 supplies (dog food/exams)  
-Hydrogen Sulfide Monitors  
-Yard waste grinding

**Total** \$2,216,232.00

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 1, 2020

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Wellness Park Construction Observation/Testing

I solicited proposals from TEAM Services & Terracon for construction observation & testing services. At first glance, TEAM's proposal appears to be significantly higher; however, after reviewing on a per-trip basis (which is how both firms charge), TEAM is slightly less expensive (\$333.81 per trip versus \$345.44 for Terracon). Both firms are highly qualified and can provide what we need, so I recommend that Council accept the proposal from TEAM Services.



City of Washington  
Wellness Park  
Construction Observation Proposal Analysis

|                                                      | TEAM Services |            |             | Terracon    |            |             |
|------------------------------------------------------|---------------|------------|-------------|-------------|------------|-------------|
|                                                      | Hours/Units   | Multiplier | \$ Total    | Hours/Units | Multiplier | \$ Total    |
| 1 Project Administration- Analysis/Report            | 10.5          | 115        | \$1,207.50  | 25.5        | 90.72549   | \$2,313.50  |
| 2 Field Testing of Excavation/Foundation Bearing     | 27            | 49         | \$1,323.00  | 12          | 25         | \$300.00    |
| 3 Field Testing of Compacted Subgrade                | 72            | 49         | \$3,528.00  | 30          | 52         | \$1,560.00  |
| 4 Field Testing of Compacted Fill/Backfill           | 36            | 49         | \$1,764.00  | 9           | 82         | \$738.00    |
| 5 Sample Pickup                                      | 12.5          | 49         | \$612.50    | 24          | 52         | \$1,248.00  |
| 6 Services of Engineering Tech- Pavement Coring      | 8             | 49         | \$392.00    | 38          | 52         | \$1,976.00  |
| 7 Proofroll Observation                              | 36            | 49         | \$1,764.00  |             |            | \$0.00      |
| 8 Field Observation of Reinforced Steel/CIP Concrete | 63            | 49         | \$3,087.00  | 12          | 52         | \$624.00    |
| 12 Transportation Charges                            | 6480          | 0.98       | \$6,350.40  | 33          | 80         | \$2,640.00  |
| Construction Observation Subtotal                    |               |            | \$20,028.40 |             |            | \$11,399.50 |
| Trips                                                |               |            | 60          |             |            | 33          |
| Cost/Trip                                            |               |            | \$333.81    |             |            | \$345.44    |
| 9 Concrete Cylinder Compressive Strength Tests       | 72            | 15         | \$1,080.00  | 70          | 13         | \$910.00    |
| 10 Concrete Core 9-Point Length Tests                | 17            | 16         | \$272.00    |             |            | \$0.00      |
| 11 Standard Proctor Test (ASTM D-698)                | 5             | 120        | \$600.00    | 6           | 103.33333  | \$620.00    |
| 13 Coring Equipment Charges                          | 1             | 150        | \$150.00    |             |            | \$0.00      |
|                                                      |               |            | \$0.00      |             |            | \$0.00      |
| Lab Testing Subtotal                                 |               |            | \$2,102.00  |             |            | \$1,530.00  |
| # Tests                                              |               |            | 94          |             |            | 70          |
| Cost/Test                                            |               |            | \$22.36     |             |            | \$21.86     |
| Total Fee Proposal                                   |               |            | \$22,130.40 |             |            | \$12,929.50 |

|     | Observations/tests to be performed                                              | No. of Visits | Hours / visit | Total # units | \$ Unit rates | Extension  |
|-----|---------------------------------------------------------------------------------|---------------|---------------|---------------|---------------|------------|
| 1.  | Services of Project Engineer - Analysis/Report                                  |               |               | 10.5 hours    | \$115.00      | \$1,207.50 |
| 2.  | • Field Testing of Excavation/Foundation Bearing Surfaces                       | 9             | 3             | 27 hours      | \$49.00       | \$1,323.00 |
| 3.  | • Field Testing of Compacted Subgrade/Granular Subbase                          | 24            | 3             | 72 hours      | \$49.00       | \$3,528.00 |
| 4.  | • Field Testing of Compacted Fill/Backfill/Trench Backfill                      | 12            | 3             | 36 hours      | \$49.00       | \$1,764.00 |
| 5.  | • Sample Pickup                                                                 | 5             | 2.5           | 12.5 hours    | \$49.00       | \$612.50   |
| 6.  | • Services of Engineering Technician -- Pavement Coring                         | 1             | 8             | 8 hours       | \$49.00       | \$392.00   |
| 7.  | • Field Observation of Subgrade Proofroll/Observation of Subgrade Stabilization | 12            | 3             | 36 hours      | \$49.00       | \$1,764.00 |
| 8.  | • Field Observation and Testing of Reinforced Steel/Cast-in-Place Concrete      | 18            | 3.5           | 63 hours      | \$49.00       | \$3,087.00 |
| 9.  | Concrete Cylinder Compressive Strength Tests, including Molds                   |               |               | 72 tests      | \$15.00       | \$1,080.00 |
| 10. | Concrete Core 9-point Length Tests                                              |               |               | 17 tests      | \$16.00       | \$272.00   |
| 11. | Standard Proctor Test (ASTM D-698)                                              |               |               | 5 tests       | \$120.00      | \$600.00   |
| 12. | Transportation Charges, Private Car or Company Vehicle                          |               |               | 6480 miles    | \$0.98        | \$6,350.40 |
| 13. | Coring Equipment Charges                                                        |               |               | 1 days        | \$150.00      | \$150.00   |

**ESTIMATED FEE FOR ABOVE SCOPE \$22,130.40**

Please note our attached general terms and conditions. These should be considered a part of our contract for services. Should you find that this proposal meets your needs, please sign in the space provided below and return a signed copy to us. If you have any questions regarding this proposal, please do not hesitate to contact us. We appreciate the opportunity to be of service.

Sincerely,  
TEAM Services

(es) Cory Denham  
Construction Marketing Manager

**Proposal for Construction Observation and Materials Testing Services**  
 Washington Wellness Park Ball Fields and Roadway ■ Washington, IA  
 May 30, 2020 ■ Terracon Proposal No. P06201132



**COST ESTIMATE**

| Service Type                                                                                                                               | No. of Services | Hr(s)/service | Rate     | Unit  | Cost              |
|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------|----------|-------|-------------------|
| <b>EARTHWORK OBSERVATION AND TESTING</b>                                                                                                   |                 |               |          |       |                   |
| <b>Field Technician</b>                                                                                                                    |                 |               |          |       |                   |
| Compaction Testing of Newly Placed Fill                                                                                                    | 10              | 3.00          | \$52.00  | hour  | \$1,560.00        |
| <b>Senior Field Technician</b>                                                                                                             |                 |               |          |       |                   |
| Subgrade Observation/Proofroll                                                                                                             | 3               | 3.00          | \$82.00  | hour  | \$738.00          |
| <b>Trip Charge*</b>                                                                                                                        |                 |               |          |       |                   |
| Trip Charge                                                                                                                                | 13              |               | \$80.00  | visit | \$1,040.00        |
| <b>Field Equipment</b>                                                                                                                     |                 |               |          |       |                   |
| Nuclear Density Gauge                                                                                                                      | 12              |               | \$25.00  | trip  | \$300.00          |
| <b>Subtotal =</b>                                                                                                                          |                 |               |          |       | <b>\$3,638.00</b> |
| <b>LABORATORY SOIL / AGGREGATE TESTING</b>                                                                                                 |                 |               |          |       |                   |
| Standard Proctor, Soil                                                                                                                     | 4               |               | \$120.00 | each  | \$480.00          |
| Standard Proctor, Rock                                                                                                                     | 2               |               | \$140.00 | each  | \$140.00          |
| Atterberg Limits (three point)                                                                                                             | 0               |               | \$100.00 | each  | \$0.00            |
| <b>Subtotal =</b>                                                                                                                          |                 |               |          |       | <b>\$620.00</b>   |
| <b>REINFORCED CONCRETE OBSERVATION</b>                                                                                                     |                 |               |          |       |                   |
| Estimated quantities are based on the following: We anticipate reinforcing steel to be observed in the same trip as the concrete placement |                 |               |          |       |                   |
| <b>Field Technician</b>                                                                                                                    |                 |               |          |       |                   |
| Reinforcing Steel Observation                                                                                                              | 12              | 1.00          | \$52.00  | hour  | \$624.00          |
| <b>Subtotal =</b>                                                                                                                          |                 |               |          |       | <b>\$624.00</b>   |
| <b>PORTLAND CEMENT CONCRETE TESTING</b>                                                                                                    |                 |               |          |       |                   |
| Estimated quantities are based on the following: One set of 5 samples to be cast for each 100 cubic yards placed each day                  |                 |               |          |       |                   |
| <b>Field Technician</b>                                                                                                                    |                 |               |          |       |                   |
| <i>Standard testing (temp, slump, air content, compressive/flexural strength samples)</i>                                                  |                 |               |          |       |                   |
| Casting of 1 Set of Samples                                                                                                                | 10              | 3.00          | \$52.00  | hour  | \$1,560.00        |
| Casting of 2 Sets of Samples                                                                                                               | 2               | 4.00          | \$52.00  | hour  | \$416.00          |
| Sample Pickup/Login                                                                                                                        | 8               | 3.00          | \$52.00  | hour  | \$1,248.00        |
| <b>Laboratory Testing</b>                                                                                                                  |                 |               |          |       |                   |
| Compressive Strength Cylinder (4" x 8", Terracon-made)                                                                                     | 70              |               | \$13.00  | test  | \$910.00          |
| Compressive Strength Cylinder (4" x 8", made by others)                                                                                    | 0               |               | \$20.00  | test  | \$0.00            |
| <b>Trip Charge</b>                                                                                                                         |                 |               |          |       |                   |
| Trip Charge                                                                                                                                | 20              |               | \$ 80.00 | visit | \$1,600.00        |
| <b>Subtotal =</b>                                                                                                                          |                 |               |          |       | <b>\$5,734.00</b> |

**Proposal for Construction Observation and Materials Testing Services**  
 Washington Wellness Park Ball Fields and Roadway ■ Washington, IA  
 May 30, 2020 ■ Terracon Proposal No. P06201132



**COST ESTIMATE**

| Service Type                                 | No. of<br>Services | Hr(s)/<br>service | Rate                     | Unit | Cost               |
|----------------------------------------------|--------------------|-------------------|--------------------------|------|--------------------|
| <b>PROJECT MANAGEMENT</b>                    |                    |                   |                          |      |                    |
| <b>Project Administration</b>                |                    |                   |                          |      |                    |
| Field/Lab Coordinator                        | 9.5                |                   | \$65.00                  | hour | \$617.50           |
| Project Manager/Engineer                     | 12                 |                   | \$98.00                  | hour | \$1,176.00         |
| Senior Project Manager/Engineer              | 4                  |                   | \$130.00                 | hour | \$520.00           |
|                                              |                    |                   | <b>Subtotal =</b>        |      | <b>\$2,313.50</b>  |
| <b>ESTIMATED OBSERVATION AND TESTING FEE</b> |                    |                   |                          |      |                    |
|                                              |                    |                   | <b>ESTIMATED TOTAL =</b> |      | <b>\$12,929.50</b> |

\*We anticipate providing multiple services during some trips; therefore, the quantity of services estimated may not equal the quantity of trips estimated.

It should be noted the client is billed only for the amount of service provided, i.e. Terracon will not bill for the total Cost Estimate if the total booked is less than the estimate. The number of tests, trips, and hours on-site are primarily controlled by the contractor's schedule. We recommend the contractor review our estimated number of tests, trips, and duration of on-site time to determine if our estimate is compatible with their production. The estimated cost can then be revised if necessary.

*Jaron P. Rosien, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney  
Brent Hinson, City Administrator*



*215 East Washington Street  
Washington, Iowa 52353  
(319) 653-6584 Phone  
(319) 653-5273 Fax*

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## **Memorandum**

May 1, 2020

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Water Facility Plan Update

FOX completed a Water Facility Plan for the City in early 2013, and we have completed many improvements since that time, including: A new ground storage reservoir, a new north water tower, a rehabbed south tower, various well improvements, and a new water treatment plant, in addition to numerous distribution system improvements. With that said, we still have major work to do on our distribution system to bring it up to a reasonable standard and reduce the vast number of main breaks we have each year (typically around 25/year, with last year having 35) in our aging system. We also have areas of low pressure or insufficient fire flow that can and should be addressed through distribution system improvements.

The Council identified updating the Water Facility Plan as a high strategic priority for 2020/2021 in our Fall 2019 goal-setting. We budgeted for this study in our FY21 budget process. I recommend approval of the attached Task Order with FOX Engineering to allow us to proceed.

## **Task Order**

In accordance with paragraph 1.01 of the Master Agreement Between Owner and Engineer for Professional Services dated May 1, 2013 ("Agreement"), Owner and Engineer agree as follows:

### **Specific Project Data**

A. Title: Water Distribution System Modeling Update

B. Description: This Task Order includes engineering services related to updating the water distribution system model and evaluating the distribution system to identify and prioritize needed improvements. FOX completed a water distribution system model and study in 2012. The model has been periodically updated related to specific projects, but the community wide model has not been updated to reflect changes to the system and current information. The model will be used to help identify system deficiencies, evaluate capital improvement projects, re-prioritize based on current needs, and revise cost opinions.

### **1. Services of Engineer**

Exhibit A shall apply to this project in its entirety, with the following exceptions and additions (paragraph numbering corresponds to numbering in the Master Agreement):

#### **Part 1 - Basic Services**

A1.01 Study and Report Phase – per Exhibit A, except as follows:

- A.1 Data collection and review – Obtain the following information, if available, from the City of Washington:
  - a) Current water distribution system map including improvements made since 2012.
  - b) Hydrant Flow Testing Data: Additional hydrant flow testing data at various locations within the distribution system will be required. This data will need to include: hydrant identification and location; measured hydrant flow; residual pressure at adjacent hydrant before, during, and after the hydrant test; static pressure at the flow hydrant prior to and following the test; water tower level during test; pump operating status and flow rate during test; total water use during 24 hour period including test; and approximate volume of water used in conducting test. FOX will make recommendations regarding recommended number and locations of hydrant tests to be conducted. It is assumed that City staff will conduct the necessary hydrant tests and collect the data for use in the model.
  - c) Current annual and peak day water use records.
  - d) Typical diurnal use data if available or easily collected.
  - e) Peak month and peak day water use for the top ten users in town.
- A.4 Update water distribution model in WaterCAD based on current system and the latest hydrant flow testing data.
  - a) Input new water mains and changes to the water distribution system into WaterCAD model – only pipes 4" and larger will be included.
  - b) Assign node and pipe numbers to new mains.
  - c) Verify and update tower and high service pump setpoints.
  - d) Assign revised water demands to nodes for current average use.
  - e) Assign multiplier factors to use in converting current average use data to current peak day and peak hour data.
  - f) Calibrate model to the latest distribution system hydrant test data
  - g) Adjust model as required.
  - h) Scenario modeling – In consultation with the City of Washington staff, including one meeting:
    - i) Conduct computer modeling runs of existing system under average and peak use conditions and model pressure contours for entire system.

- ii) Conduct computer modeling runs of existing system under average and peak use conditions and model fire flow availability for all hydrant locations.
  - iii) Evaluate potential improvements to the water distribution system and model fire flow availability pressure changes based on the proposed improvements.
  - iv) Make additional recommendations as appropriate to address other identified system deficiencies.
- i) Distribution system improvements – Based on modeling results and in consultation with city staff, identify areas and/or water mains in the distribution system that need improvements.
  - i) This will include re-evaluating projects currently on the City’s capital improvements plan, revising cost opinions, and re-prioritizing based on current needs.
  - ii) Develop planning level cost opinions for newly identified projects (up to 5) for inclusion in the City’s capital improvements plan.
- A.5 Prepare a draft written report and submit it to the City of Washington for review and comment. The report will include description of model revisions, results of modeling runs, and recommendation for water distribution system improvements, including planning level cost opinions.
- A.6 Furnish the City with four (4) copies of the draft report and attend a meeting to review the draft report with City staff.
- A.7 Submit a four (4) copies of the final, revised report based on feedback received from the City. Attend a meeting to present results of the final report.
  - a) Provide the City with final system mapping in AutoCAD format.
  - b) Provide the City with a printed copy and electronic media (TIFF or PDF files) documentation of the completed model and selected model outputs such as system fire flow capabilities and pressure contours.

A1.02 Preliminary Design Phase – Not included in this Task Order.

A1.03 Final Design Phase – Not included in this Task Order.

A1.04 Bidding Phase – Not included in this Task Order.

A1.05 Construction Phase – Not included in this Task Order.

A1.06 Commissioning and Post Construction Phase – Not included in this Task Order.

**Part 2 – Additional Services**

A2.01 Additional Services Requiring Owner’s Authorization in Advance

- A.29 Hydrant Testing: If requested by Owner, assist in conducting hydrant tests. FOX would provide an experienced field technician and equipment to conduct the flow tests with assistance from City staff to operate valves and assist in pressure data collection during flow testing.
- A.30 Additional Scenario Modeling: After the model is updated and calibrated, additional scenarios analyzing system future expansion and water main improvements can be run, as well as foreseen future demand needs.

**2. Owner's Responsibilities**

Exhibit B shall apply to this project in its entirety.

**3. Times for Rendering Services:**

| Phase       | Days     |
|-------------|----------|
| Study Phase | 120 days |

The above days are after the date of approval of the agreement and based on Owner providing the necessary information, comments, approvals, etc. to Engineer in a timely manner to allow work to proceed. If there are protracted delays for reasons beyond Engineer’s control, the schedule will be adjusted to reflect such delays.

4. **Payments to Engineer**

Owner shall pay Engineer for services within each phase as follows:

| Phase                          | Fee Basis                                               | Amount                      |
|--------------------------------|---------------------------------------------------------|-----------------------------|
| Study Preliminary Design Phase | Method A. Lump Sum                                      | \$19,470                    |
| Additional Services            |                                                         |                             |
| Hydrant Testing (if requested) | Method B. Standard Hourly Rates + Reimbursable Expenses | To be determined, if needed |
| Other services as requested    | Method B. Standard Hourly Rates + Reimbursable Expenses | To be determined, if needed |
|                                |                                                         |                             |

Notes:

- (1) Method A. Lump Sum fees noted above include appropriate amounts for direct expenses for each item.
- (2) Method B. Amounts listed above that are based on Standard Hourly Rates and Reimbursable Expenses are estimates only; actual fees and charges for those items may differ from the estimated amounts. Engineer will request written authorization from Owner to continue such services should the accumulated hourly amounts charged for any given task or phase reach the estimated total amounts given above.

5. **Engineer's Consultants:** None

6. **Other Modifications to Master Agreement:** None

7. **Attachments:** None

8. **Documents Incorporated By Reference:** None

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Agreement. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_, 2020.

**Engineer**

 4-24-20  
Signature Date

Steven J. Troyer, P.E.

Name

Principal

Title

**Owner**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title



**Designated Representative for Task Order:**

Steve Troyer  
Name

Project Manager  
Title

414 South 17<sup>th</sup> Street, Suite 107  
Ames, IA 50010  
Address

stroyer@foxeng.com  
E-Mail Address

515-233-0000  
Phone

515-233-0103  
Fax

**Designated Representative for Task Order:**

Brent Hinson  
Name

City Administrator  
Title

215 E. Washington Street  
Washington, IA 52353  
Address

bhinson@washingtoniowa.gov  
E-Mail Address

319-653-6584  
Phone

Fax

*Development Services Department  
215 East Washington Street  
Washington, IA 52353  
319-653-6584*



# MEMO

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**To:** City Council  
**From:** Keith Henkel, Engineering Technician  
**Date:** 4/17/2020  
**Re:** Proposed Speed Limit Changes on West 5<sup>th</sup> Street

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Council,

Chief Lester and I have reviewed the speed limits along W. 5<sup>th</sup> Street with the addition of the YMCA and ongoing speeding complaints in the area. We are proposing a lowering of the limits as shown on the attached map. In addition to the limit changes, we are also proposing a 4-way stop intersection at W. 5<sup>th</sup> Street and N. D Avenue. With the YMCA we are anticipating a sizable increase in pedestrian traffic at this intersection. If you refer to the attached map we are proposing lowering the blue and green sections 5 MPH. East of the blue section is already 25 MPH and west of the green area is currently 40 MPH with no proposed change.

Thank You,

Keith Henkel



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 63.04 "SPEED ZONES", 65.02 "STOP REQUIRED", AND 65.03 "FOUR-WAY STOP INTERSECTIONS"**

**BE IT ORDAINED** by the City Council that the Code of Ordinances of the City of Washington, Iowa be amended as follows:

SECTION 1. **Add Phrase.** A new Section 63.04(3D), "Special 25 MPH Speed Zones", is added as follows:

"D. West Fifth Street, between North Avenue C and North Avenue F."

SECTION 2. **Delete Phrase.** Section 63.04(4A), "Special 30 MPH Speed Zones", is hereby repealed.

SECTION 3. **Add Phrase.** A new Section 63.04(5I), "Special 35 MPH Zones", is hereby added as follows:

"I. West Fifth Street, from its intersection with North Avenue F west for a distance of 3,672 feet."

SECTION 4. **Delete Phrase.** Section 63.04(6A), "Special 40 MPH Speed Zones", is hereby repealed.

SECTION 5. **Add Phrase.** A new Section 63.04(6A), "Special 40 MPH Speed Zones" is hereby added as follows:

"A. West Fifth Street, from its intersection with State Highways 1 and 92 east for a distance of 1,262 feet."

SECTION 6. **Delete Phrase.** Section 65.02, "Stop Required", Paragraph 98 is hereby repealed.

SECTION 7. **Add Phrase.** A new Section 65.03, "Four-Way Stop Intersections", New Paragraph 12 is hereby added as follows:

"12. North Avenue D and West Fifth Street."

SECTION 8. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 9. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

\_\_\_\_\_  
Illa Earnest, City Clerk

Approved on First Reading: \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_, 2020.

\_\_\_\_\_  
City Clerk