

**CITY OF MISSION, KANSAS**  
**COMMUNITY DEVELOPMENT COMMITTEE**

**WEDNESDAY, FEBRUARY 10, 2016**

**6:30 p.m.**

(or immediately following 5:30 p.m. Finance & Administration Committee Meeting)

**Mission City Hall**

**PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

1. Renewal of Contract with KLM for Mowing Services - John Belger
2. Contract with Black & McDonald for Streetlight Maintenance - John Belger
3. Pool Fiber Connection - Christy Humerickhouse & Glen Cole

**DISCUSSION ITEMS**

**OTHER**

**Pat Quinn, Chairperson**  
**Suzie Gibbs, Vice-Chairperson**

***Mission City Hall, 6090 Woodson / 913-676-8350***

<b>City of Mission</b>	Item Number:	1.
<b>ACTION ITEM SUMMARY</b>	Date:	2/3/2016
<b>PUBLIC WORKS</b>	From:	John Belger

Action items require a vote to recommend the item to full City Council for further action.

**RE:** 2016 Mowing Services Contract Renewal

**RECOMMENDATION:** Approve the 2016 Mowing Services Contract renewal with Kansas Land Management in the amount of \$72,029.00.

**DETAILS:** Since 2010, the regular mowing of City parks, facilities, and other public grounds has been performed as a contracted service. The decision was made to contract this service for two reasons, cost savings and reallocation of time.

Cost savings are realized by not having the capital expenditures and maintenance cost of equipment required to maintain 60+ acres of public space. The number of employees dedicated to this service also drove the cost higher. Seasonal workers were brought on in the summer months for the sole purpose of mowing.

Reallocation of time is another benefit to contractual mowing. Staff time can be utilized to perform core Public Works tasks such as street repair and stormwater maintenance.

In 2010, the contract included mowing and treatment of 39 acres of public space throughout the City. The current contract includes approximately 60 acres. Initially, the contract included park space and city owned lots. Over time, the contract began to cover other spaces such as KDOT Right-of-Ways, guardrail mowing, and trails. Frequency of mowing ranges from weekly to monthly depending on the area being maintained. For instance, parks are mowed on a weekly basis while KDOT areas are mowed once a month.

The initial contract with Kansas Land Management was established in 2014 and has the option to renew in one year increments through 2018 at an amount not to exceed 3% annually. Kansas Land Management is asking for a 3% increase for 2016 for a total annual cost of \$72,029.00.

Related Statute/City Ordinance:	
Line Item Code/Description:	01-20-212-06 Service Contracts
Available Budget:	\$162,500

# 2016 Public Property Mowing Services



City of Mission  
Johnson County, Kansas

**ADDENDUM #2 – 2016 Mowing Specifications**

## **Contract Addendum Agreement**

**THIS AGREEMENT** made and entered into this date, January 13th 2016 by and between the City of Mission, Kansas, as party of the first part, and hereinafter termed the "City", and Kansas Land Management, party of the second part, hereinafter termed the "Contractor".

### **CONTRACT EXTENSION:**

Per the "2014 Public Property Mowing Services" contract, the City is hereby exercising the right to extend the contract period through the 2016 mowing season as stipulated in Article V. "Term" of the Contract Agreement with a price increase not to exceed \$72'029.00.

### **SCOPE:**

The scope of work shall be the mowing (trimming and litter removal subsidiary) and/or weed treatment/spraying of those properties separately itemized, identified, and priced in Exhibit "A" (attached). By signing this Addendum #1, the Director and the Contractor agree that the attached list of properties will be serviced by the contractor according to the same provisions and agreements as the initial contract (2014 Public Property Mowing Services) document signed by all necessary parties In March of 2014. Furthermore, both parties hereby agree to the billing and pricing schedule itemized in Exhibit "A" (attached).

### **CONTRACT DOCUMENTS:**

It is expressly understood and agreed that the bound volume of Contract Documents include the previously agreed upon Statement of General Conditions, the Instruction to Bidders, the Contract Agreement, the Bid Proposal, Technical Specifications, and General Provisions. It is understood and agreed upon that this Contract Addendum #2 provides a program extension to the mowing, spraying, and/or grounds maintenance services provided by the contractor for the 2016 mowing season running from April 1, 2016 until November 30, 2016 as in accord with the attached exhibits.

ATTEST:

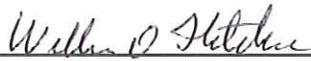
Party of the First Part

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John Belger, Acting Public Works Director

**CITY OF MISSION, KANSAS**

Party of the Second Part



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Bill Fletcher, Owner

**Kansas Land Management**

<b>City of Mission</b>	Item Number:	2.
<b>ACTION ITEM SUMMARY</b>	Date:	2/3/2016
<b>PUBLIC WORKS</b>	From:	John Belger

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Streetlight Maintenance Contract - Black & McDonald

**RECOMMENDATION:** Approve renewal of the streetlight maintenance contract with Black & McDonald at an annual cost of \$40,492.23.

**DETAILS:** Prior to 2013, KCP&L owned, operated, and maintained the streetlight infrastructure in Mission. During this time, many municipalities in the metro began purchasing these systems from KCP&L after realizing the potential cost savings of operating their own streetlights.

Mission acquired the streetlight system in 2013, and a total of 845 streetlights are maintained as a part of this contract. This includes the streetlights acquired by KCP&L and those previously owned by the City. Because we do not have the personnel or technical expertise to perform maintenance on the streetlights, we rely on a contractor to provide those services on our behalf. Since acquiring the system, Black & McDonald has performed maintenance and repair on streetlights citywide. Prior to the City's ownership of the lights, Black & McDonald performed the same services on behalf of KCP&L.

The initial term of this agreement ran through December 31, 2014 with the option to renew for three additional one year periods unless the City notified Black & McDonald of its intent not to renew at least 30 days before the expiration of the current annual contract term.

The contract stipulates that annual increases cannot exceed 3%. The 2016 contract renewal includes a 2% increase, bringing the total annual cost to \$40,492.23.

Related Statute/City Ordinance:	
Line Item Code/Description:	01-20-212-06 Service Contracts
Available Budget:	\$162,500

December 23, 2015

City of Mission, KS  
John Belger, Public Works  
4775 Lamar Ave  
Mission, KS 66202

RE: Renewal of Streetlight Maintenance Agreement

Dear John,

We are quickly approaching the end of the 2<sup>nd</sup> year of our Streetlight Maintenance Agreement. I feel that once again it was a successful year and I hope you feel the same.

We are requesting a 2% increase for the 2016 renewal. Our labor costs have gone up 3.5% this year and labor obviously represents the majority of our costs.

We hope that you will find this acceptable and we are able to renew the contract expeditiously.

We look forward to continuing our relationship. Please let me know if I can be of any assistance.

Happy Holidays,



Jennifer Mathes  
Manager, Maintenance Services  
Black & McDonald

<b>City of Mission</b>	Item Number:	3.
<b>ACTION ITEM SUMMARY</b>	Date:	January 29, 2016
<b>Parks and Recreation</b>	From:	Christy Humerickhouse & Glen Cole

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Fiber Connection to Mission Family Aquatic Center

**RECOMMENDATION:** Authorize the Mayor to enter into a contract with K&W Underground to install a fiber connection to the Mission Family Aquatic Center in an amount not to exceed \$6,997.25 payable from the MFAC Facility Reserve in the Parks and Recreation Sales Tax Fund.

**DETAILS:** Today, AT&T provides the Aquatic Center's voice and data service at a cost of about \$1,000 annually. In addition to this annual operating cost, Johnson County provides labor and equipment necessary to interconnect the facility's computers with our network each year. An active internet connection is necessary for the pool to use the City's Parks and Recreation membership software, as well as for the pool staff to fulfill clerical and administrative duties. Due to the equipment involved, if the facility loses power or internet access, the facility may lose internet access until County staff are able to visit the site and repeat this work.

Installing a fiber line from City Hall to the Aquatic Center would allow us to immediately avoid the cost of providing internet to the facility (\$450 / year), and, when the City replaces its phone system later this year, to extend our phone system to the facility and eliminate the cost of commercial phone service (\$550 / year). It would increase the reliability of the connection, and reduce the risk of an internet outage that would prevent staff from performing cash transactions or verifying pool memberships. In the future, this connection would enable us to add the Aquatic Center to other City projects - such as security cameras for the facility's exterior - and add point-of-sale systems at the front desk and concessions stand that integrate with our recreation and financial software.

K&W Underground, the County's fiber contractor, has provided a competitive quote of \$6,997.25 to perform this service. While not originally planned in the Parks and Recreation Sales Tax Fund for 2016, this project presents a clear operating cost savings and other benefits. Staff recommends proceeding with the project using funds from the Aquatic Center's Facility Reserve, an annual withholding of \$10,000 of sales tax funds for capital equipment and maintenance needs. There are currently \$20,000 of reserve funds available.

Related Statute/City Ordinance:	n/a
Line Item Code/Description:	Parks and Recreation Sales Tax Fund - MFAC Facility Reserve
Available Budget:	\$20,000

K&W Underground, Inc.  
 15608 S. Keeler Terr.  
 Olathe, KS 66062  
 Phone: (913) 782-7387  
 Fax: (913) 782-1907

**QUOTE**

**QUOTE NO**  
 758

TO CITY OF MISSION  
 6090 WOODSON STREET  
 MISSION, KS 66202-3500

QUOTE DATE	VALID THRU	FOR	PAGE
1/14/2016	2/12/2016	Mission City Hall to Pool	1

This quote is for installing 1.25" conduit, 1" plenum innerduct and 24ct fiber optic cable from the basement demarc in City Hall to the existing equipment rack in the Aquatics Center.

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
	100	Bore and excavate to install conduit	13.00	1,300.00*
	100	Install 1 x 1.25" HDPE conduit in bore	1.00	100.00*
	30	Handdig from building wall to area away from other utilities and machinery.	15.00	450.00*
	30	Install pipe in handug trench	1.00	30.00*
	2	Building entries into City Hall and Aquatics Center. Includes wall cores where needed.	300.00	600.00*
	1	Install 1" plenum innerduct from City Hall entry to plywood in basement demarc room.	330.00	330.00*
	1	Install 1" plenum innerduct inside Aquatics building from entry through multiple rooms to equipment rack area	660.00	660.00*
	1	Install termination panel into existing equipment rack and terminate 24 fibers	660.00	660.00*
	1	Install wall mount termination panel on plywood in demarc room and terminate 24 fibers	660.00	660.00*
	105	1.25" SDR 11 HDPE conduit	0.85	89.25*
	300	24ct Single mode, loose tube fiber	0.65	195.00*
	2	24ct termination panels includes trays, pigtails and connector panels	765.00	1,530.00*
	100	1" plenum innerduct	2.43	243.00*
	2	building entry hardware	75.00	150.00*

\* means item is non-taxable

K&W Underground, Inc.  
15608 S. Keeler Terr.  
Olathe, KS 66062  
Phone: (913) 782-7387  
Fax: (913) 782-1907

**QUOTE**

**QUOTE NO**  
758

TO CITY OF MISSION  
6090 WOODSON STREET  
MISSION, KS 66202-3500

QUOTE DATE	VALID THRU	FOR	PAGE
1/14/2016	2/12/2016	Mission City Hall to Pool	2

Customer Approval: \_\_\_\_\_

**TOTAL AMOUNT      6,997.25**

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

Thank you for your business!