

CITY OF MISSION, KANSAS
CAPITAL IMPROVEMENT PROGRAM COMMITTEE

Monday, June 10, 2019

6:00 p.m.

Mission City Hall

AGENDA

1. Call to order
2. Welcome and Introductions
3. Approval of April 8, 2019 meeting minutes
4. Citizen Suggestions to the Committee
5. Capital Improvement Program 2020-2024
 - a. Stormwater
 - b. Parks and Recreation
 - c. Streets
6. Stormwater Repair Project Dearborn and 50th Street
7. K.U. Project Presentation and Final Report
8. Comments from Committee Members
9. Staff updates
10. Adjourn

Jennifer Cowdry, Chair
Bill Nichols, Vice Chair
Mission City Hall, 6090 Woodson
913-676-8350

CITY OF MISSION, KANSAS
MINUTES OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE

City Hall - 6:00 p.m.

April 8, 2019

DRAFT UNTIL APPROVED

Members present: John Arnett, Stuart Braden, Jennifer Cowdry, Lea Loudon, Bill Nichols

Staff present: Laura Smith, Administration; Brent Morton, Public Works; Emily Randel, Administration

Call to Order

Chair Jennifer Cowdry called the meeting to order at 6:02 p.m.

Approval of the March 11, 2019 Meeting Minutes

Jennifer Cowdry moved to approve the minutes. Lea Loudon seconded the motion. The meeting minutes passed.

Citizen Suggestions to the Committee

Emily Randel shared comments from a citizen concerned about the impact on the pavement condition of Johnson Drive due to the connection of a water line to serve the EPC project. Brent Morton reported on a sink hole on Woodson between two buildings on the east side of the street. It is likely that more sink holes can be expected due to the wet winter.

Five Year Stormwater Capital Improvement Program Plan

Laura Smith shared information on the proposed Rock Creek improvements between Nall Avenue and Roeland Drive. The significant grade change between the residential area behind the channel on the south side is causing erosion. Erosion has also impacted the parking area that serves the Security Bank building. There are large sections of that parking lot that have fallen into the channel. A rain event caused a subsidence at Roeland Court Townhomes in August of 2017 on the eastern end of the channel.

Ms. Smith reviewed the collaborative agreement between the Roeland Court Townhomes Association and the City of Mission to create a Community Improvement District. The agreement establishes that each of the homeowners will pay a portion of the repair costs. The amount owed stays with the property.

Ms. Smith reviewed the application of the project to the Stormwater Management Advisory Council (SMAC). The Rock Creek project did not have a cost benefit score to receive funding in this round of SMAC funding. The total project costs reflect the portion of the project costs

attributed to the City and those that are attributed to the Roeland Court repairs. A single family home on 60th Terrace will likely need to be acquired in order to gain access to the channel wall. The group discussed the choice of modular block versus the concrete wall. The group discussed the element of redesign and remobilization that would be required if the repair was to be done in phases. The design estimate on the project at this time is nearly \$700,000.

Ms. Smith shared a proposed Stormwater Program Plan through 2031, longer than any other plan the City has had to date. The plan includes a \$4 million debt issue in order to pay for the Rock Creek Channel project. In the out years, when existing stormwater debt falls off, there is a surplus of funds that would allow for stormwater projects of some scale.

Jennifer Cowdry asked the cost benefit difference of enclosing the channel versus leaving it open. Ms. Smith answered that in order to answer that, the studies would need to be revisited.

Ms. Smith asked if the CIP Committee had feelings about the proposed approach. The group agreed on the necessity of the work, and the fact that the debt issuance allows for the work to be completed without the need to increase the stormwater ERU value. Ms. Smith reiterated that the work that impacts the Roeland Court Townhomes section, so the question is whether to go forward with just that section or the work in the entire channel.

Jennifer Cowdry made a motion to approve the project plan as presented at the meeting. Stuart Braden seconded the motion. The motion passed.

Stormwater Management Advisory Council Funding for Inspection and Repair for Secondary Stormwater Infrastructure

Brent Morton shared an overview of the new program at Johnson County to allow for funding for inspection and inventory. In the past, County funds have not been available for maintenance. County staff is working toward gathering the condition ratings of the entire system. Each city is being asked to supply condition rating data for assessed risks, visual risks and uninspected structures. Brent shared that 30-40% of Mission's structures have not been inspected recently. There is match funding available to do inspection of those missing pieces. Brent Morton shared that the master watershed plan is being updated, and may be available in 2019. Activity in 2019 will focus on inventory any missing structures.

K.U. Project Update

Emily Randel shared that the class of students at K.U.'s Urban Planning Department that is working on the future Johnson Drive street project between Lamar Avenue and Metcalf Avenue will present to Mission on May 9. Members of the CIP Committee are welcome to

attend the presentation.

Miscellaneous Project Updates

There were no project updates.

Comments from committee members

There were no comments from the committee members.

Staff Updates

There were no staff updates. Laura Smith stated that staff hopes to share the five-year CIP for Parks and Recreation at the May CIP Committee meeting.

Adjourn

The meeting adjourned at approximately 7:20 p.m.

Stormwater Program Plan (2020 - 2024)

Revenues	2019	2020	2021	2022	2023	2024
Beginning Balance	1,938,838	5,383,169	726,420	638,496	544,647	628,943
<i>Local Revenue</i>						
Stormwater Utility Fund Revenues	2,535,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Drainage District Revenues	88,000	85,000	85,000	85,000	85,000	85,000
Gateway Special Benefit District Revenues	599,000	599,000	599,000	599,000	599,000	599,000
Sub-total	3,222,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000
<i>Extenal Revenue</i>						
SMAC Revenues	115,000	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
RCHA CID Revenues	-	18,220	18,220	18,220	18,220	18,220
Sub-total	115,000	18,220	18,220	18,220	18,220	18,220
<i>Debt Proceeds</i>						
GO Series 2019A (Roeland Court)	4,210,000	-	-	-	-	-
Sub-total	4,210,000	-	-	-	-	-
Total Stormwater Revenues	7,547,000	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220
Expenses						
<i>Capital Projects</i>						
Rock Creek Channel (Nall to Roeland Drive)	694,500	4,561,237	-	-	-	-
Sub-total	694,500	4,561,237	-	-	-	-
<i>Maintenance Programs</i>						
Repair and Maintenance Projects	-	350,000	350,000	350,000	500,000	500,000
Gateway Box Cleanout	163,000	-	-	-	-	-
50th Street Drainage	184,975	-	-	-	-	-
Miscellaneous Sinkhole Repairs	150,000	-	-	-	-	-
Miscellaneous Engineering	230,000	50,000	50,000	50,000	50,000	50,000
Sub-total	727,975	400,000	400,000	400,000	550,000	550,000
<i>Debt Service/Loan Repayment</i>						
KDHE Loan Repayment	6,562	6,562	6,562	6,562	\$6,562	\$6,562
GO Series 2010A	369,388	364,763	-	-	-	-
GO Series 2010B	279,131	974,131	1,331,331	1,333,131	\$598,131	595,731
GO Series 2013C - Stormwater Portion	283,675	283,575	283,375	283,075	\$287,000	-
GO Series 2014-A	1,741,438	1,050,538	1,052,838	1,054,738	\$1,060,313	1,061,563
GO Series 2019A (Rock Creek/RCHA)	-	218,163	216,038	218,563	615,918	613,815
Sub-total	2,680,194	2,897,732	2,890,144	2,896,069	2,567,924	2,277,671
Total Stormwater Expenses	4,102,669	7,858,969	3,290,144	3,296,069	3,117,924	2,827,671
Annual Surplus/(Deficit)	3,444,331	(4,656,749)	(87,924)	(93,849)	84,296	374,549
Ending Fund Balance	5,383,169	726,420	638,496	544,647	628,943	1,003,492

Remaining Debt Service/ Year Retires

\$45,934/2031
\$0
\$1,967,462/2026
\$0
\$2,334,513/2029
\$3,076,579/2029

Stormwater Program Plan (2019-2031) - All Existing Debt Service

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Revenues													
Beginning Balance	1,938,838	5,383,169	726,420	638,496	544,647	628,943	1,003,492	1,373,278	2,175,427	3,738,012	5,298,470	6,853,228	9,498,886
Local Revenue													
Stormwater Utility Fund Revenues	2,535,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Drainage District Revenues	88,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Gateway Special Benefit District Revenues	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000	599,000
Sub-total	3,222,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000
External Revenue													
SMAC Revenues	115,000	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-
RCHA CID Revenues	-	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220
Sub-total	115,000	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220	18,220
Debt Proceeds													
GO Series 2019A (Roeland Court)	4,210,000	-	-	-	-	-	-	-	-	-	-	-	-
Sub-total	4,210,000	-	-	-	-	-	-	-	-	-	-	-	-
Total Stormwater Revenues	7,547,000	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220
Expenses													
Capital Projects													
Rock Creek Channel (Nall to Roeland Drive)	694,500	4,561,237	-	-	-	-	-	-	-	-	-	-	-
Sub-total	694,500	4,561,237	-	-	-	-	-	-	-	-	-	-	-
Maintenance Programs													
Repair and Maintenance Projects		350,000	350,000	350,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Gateway Box Cleanout	163,000	-	-	-	-	-	-	-	-	-	-	-	-
50th Street Drainage	184,975	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Sinkhole Repairs	150,000	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Engineering	230,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Sub-total	727,975	400,000	400,000	400,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000
Debt Service/Loan Repayment													
KDHE Loan Repayment	6,562	6,562	6,562	6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562
GO Series 2010A	369,388	364,763	-	-	-	-	-	-	-	-	-	-	-
GO Series 2010B	279,131	974,131	1,331,331	1,333,131	\$598,131	595,731	1,202,731	764,731	-	-	-	-	-
GO Series 2013C - Stormwater Portion	283,675	283,675	283,375	283,075	\$287,000	-	-	-	-	-	-	-	-
GO Series 2014-A	1,741,438	1,050,538	1,052,838	1,054,738	\$1,060,313	1,061,563	457,188	461,325	470,050	472,150	473,800	-	-
GO Series 2014-B	-	-	-	-	-	-	-	-	-	-	-	-	-
GO Series 2019A (Rock Creek/RCHA)	-	218,163	216,038	218,563	615,918	613,815	615,953	617,453	613,023	613,050	617,100	-	-
Sub-total	2,680,194	2,897,732	2,890,144	2,896,069	2,567,924	2,277,671	2,282,434	1,850,071	1,089,635	1,091,762	1,097,462	6,562	6,562
Total Stormwater Expenses	4,102,669	7,858,969	3,290,144	3,296,069	3,117,924	2,827,671	2,832,434	2,400,071	1,639,635	1,641,762	1,647,462	556,562	556,562
Annual Surplus/(Deficit)	3,444,331	(4,656,749)	(87,924)	(93,849)	84,296	374,549	369,786	802,149	1,562,585	1,560,458	1,554,758	2,645,658	2,645,658
Ending Fund Balance	5,383,169	726,420	638,496	544,647	628,943	1,003,492	1,373,278	2,175,427	3,738,012	5,298,470	6,853,228	9,498,886	12,144,544

Remaining Debt Service/ Year Retires

Capital Improvement Project Summary Sheet
City of Mission

<u>Project Name:</u> Rock Creek (Nall to Roeland Drive)	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Rock Creek Channel from the end of the Mission Bowl Flood Wall to Roeland Drive.	

Project Description:
 The proposed project would address erosion and flooding concerns in this section of Rock Creek. Retaining walls would be constructed the entire length of the channel to combat erosion. Capacity in the channel would help alleviate flooding at Martway and Roeland Drive. The project will also include improvements to the parking lot and common area of the Roeland Court Townhomes that were necessitated by a subsidence that occurred in August 2017. The repairs on private property will be repaid through a Community Improvement District (CID) that will assess a fee to each townhome annually. Design for the project was authorized in June 2019 with GBA in the amount of \$694,500. The Council has authorized the issuance of General Obligation Bonds (Series 2019A) to fund the project, which will be done without any SMAC funding.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	4,561,237.00	Capital Improvement	
2021		Stormwater Utility	351,237.00
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 4,561,237.00	Park Sales Tax	
		Other: SMAC	4,210,000.00
		Total:	\$ 4,561,237.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

June 19, 2019

Pre-Sale Report for City of Mission, Kansas

\$4,210,000 General Obligation Bonds, Series 2019A



Prepared by:

Bruce Kimmel, CIPMA
Senior Municipal Advisor

Nick Anhut, CIPMA
Senior Municipal Advisor

Chris Mickelson, CIPMA
Financial Specialist

Executive Summary of Proposed Debt

Proposed Issue:	\$4,210,000 General Obligation Bonds, Series 2019A
Purposes:	The proposed issue includes financing to fund stormwater system improvements. Debt service will be paid from stormwater utility revenues.
Authority:	The Bonds are being issued pursuant to K.S.A. 12-631r <i>et seq.</i> The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.
Term/Call Feature:	The Bonds are being issued for a 10-year term. Principal on the Bonds will be due on September 1 in the years 2020 through 2029. Interest is payable every six months beginning March 1, 2020. The Bonds will be subject to prepayment at the discretion of the City on September 1, 2027 or any date thereafter.
Bank Qualification:	Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Rating:	The City’s most recent bond issues were rated AA / Stable by Standard & Poor’s. The City will request a new rating for the Bonds.
Basis for Recommendation:	The proposed general obligation issue is the most cost-efficient means of funding the stormwater improvements and is expected to yield the lowest possible interest cost while also preserving future prepayment flexibility. Moreover, the competitive sale approach described below is consistent with the City’s historical debt issuance method, as well as best practices published by the Governmental Finance Officers Association.
Method of Sale/Placement:	We will solicit competitive bids for the purchase of the Bonds from underwriters and banks. We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

<p>Premium Pricing:</p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. The amount of premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this Bond issuance, it is to be determined if any premium received will reduce the size of the issue or increase the net proceeds of the project. The adjustments may slightly change the true interest cost of the original bid, either up or down.</p> <p>The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.</p>
<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>
<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Arbitrage Certificate prepared by your Bond Attorney and provided at closing. You have retained Ehlers to assist you with compliance with these rules.</p>

<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Counsel: Gilmore & Bell, PC</p> <p>Paying Agent: State of Kansas - Office of the State Treasurer</p> <p>Rating Agency: Standard & Poor's Global Ratings (S&P)</p>
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This presale report summarizes our understanding of the City’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City’s objectives.

Proposed Debt Issuance Schedule

Pre-Sale Review by Finance & Administration Committee	June 5, 2019
Pre-Sale Review by City Council:	June 19, 2019
Due Diligence Call to review Official Statement:	Week of July 1, 2019
Distribute Official Statement:	Week of July 1, 2019
Conference with Rating Agency:	Week of July 1, 2019
City Council Meeting to Award Sale of the Bonds:	July 17, 2019
Estimated Closing Date:	August 15, 2019

Attachments

- Sources and Uses of Funds
- Proposed Debt Service Schedule

Ehlers Contacts

Municipal Advisors:	Bruce Kimmel	(651) 697-8572
	Nick Anhut	(651) 697-8507
	Chris Mickelson	(651) 697-8556
Disclosure Coordinator:	Jen Chapman	(651) 697-8566
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed or e-mailed to the City Council for their review prior to the sale date.

City of Mission, Kansas

\$4,210,000 General Obligation Bonds, Series 2019A

Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 08/15/2019 | Delivered 08/15/2019

Sources Of Funds

Par Amount of Bonds	\$4,210,000.00
Total Sources	\$4,210,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	50,520.00
Costs of Issuance	58,000.00
Deposit to Project Construction Fund	4,100,000.00
Rounding Amount	1,480.00
Total Uses	\$4,210,000.00

City of Mission, Kansas

\$4,210,000 General Obligation Bonds, Series 2019A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
08/15/2019	-	-	-	-	-
03/01/2020	-	-	58,989.19	58,989.19	-
09/01/2020	105,000.00	2.200%	54,173.75	159,173.75	218,162.94
03/01/2021	-	-	53,018.75	53,018.75	-
09/01/2021	110,000.00	2.250%	53,018.75	163,018.75	216,037.50
03/01/2022	-	-	51,781.25	51,781.25	-
09/01/2022	115,000.00	2.300%	51,781.25	166,781.25	218,562.50
03/01/2023	-	-	50,458.75	50,458.75	-
09/01/2023	515,000.00	2.350%	50,458.75	565,458.75	615,917.50
03/01/2024	-	-	44,407.50	44,407.50	-
09/01/2024	525,000.00	2.450%	44,407.50	569,407.50	613,815.00
03/01/2025	-	-	37,976.25	37,976.25	-
09/01/2025	540,000.00	2.500%	37,976.25	577,976.25	615,952.50
03/01/2026	-	-	31,226.25	31,226.25	-
09/01/2026	555,000.00	2.600%	31,226.25	586,226.25	617,452.50
03/01/2027	-	-	24,011.25	24,011.25	-
09/01/2027	565,000.00	2.650%	24,011.25	589,011.25	613,022.50
03/01/2028	-	-	16,525.00	16,525.00	-
09/01/2028	580,000.00	2.750%	16,525.00	596,525.00	613,050.00
03/01/2029	-	-	8,550.00	8,550.00	-
09/01/2029	600,000.00	2.850%	8,550.00	608,550.00	617,100.00
Total	\$4,210,000.00	-	\$749,072.94	\$4,959,072.94	-


Yield Statistics

Bond Year Dollars	\$28,407.11
Average Life	6.748 Years
Average Coupon	2.6369205%
Net Interest Cost (NIC)	2.8147633%
True Interest Cost (TIC)	2.8309327%
Bond Yield for Arbitrage Purposes	2.6325117%
All Inclusive Cost (AIC)	3.0625058%

IRS Form 8038

Net Interest Cost	2.6369205%
Weighted Average Maturity	6.748 Years

Capital Improvement Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Stormwater Maintenance and Repairs</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u></p>	
<p><u>Date of Most Recent Update:</u> 6/5/19</p>	
<p><u>Project Location (address if known):</u> Various Locations Citywide</p>	

Project Description:
This fund is for repairs to stormwater infrastructure that fails unexpectedly and engineering of these failures when necessary. Following update the of condition ratings, these funds will also be used to leverage SMAC funding for identified (proactive) repair and maintenance projects.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	350,000.00	Capital Improvement	
2021	350,000.00	Stormwater Utility	350,000.00
2022	350,000.00	Street Sales Tax	
2023	500,000.00	Special Highway	
2024	500,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 2,050,000.00	Park Sales Tax	
		Other	
		Total:	\$ 350,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

City of Mission	Item Number:	7d.
ACTION ITEM SUMMARY	Date:	1/2/20019
Public Works	From:	Brent Morton

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

RE: 50th and Dearborn Street Stormwater Repair

RECOMMENDATION: Approve the task order from GBA for survey, design, and bid phase services for repairs to the storm drainage infrastructure failure at 50th and Dearborn Street in an amount not to exceed \$28,179.50

DETAILS: Due to the age and condition of the stormwater infrastructure in this neighborhood, a portion of corrugated metal pipe (CMP) under the driveway of the residence at 5028 Dearborn collapsed late last fall. Sinkholes formed adjacent to the failures causing unsafe conditions for the public. Public Works installed a steel plate, as a temporary solution, to provide access to the resident while a permanent solution could be evaluated.

Because of the condition of other pipe in the area, some of which travels underneath the roadway, the limits of the project were expanded to ensure that the repairs would address longer term stability for the roadway. This was of particular concern as Dearborn is a dead end street, providing just one one in and one way out of the neighborhood.

The design includes removal, replacement, or abandonment of existing stormwater pipe in this area, as well as a bid alternate to design slip lining of the storm culvert under Dearborn Street. The benefits of slip lining the street crossing include allowing for the roadway not to be disturbed by culvert repair, no traffic interruptions during installation and potential damage to underground utilities is avoided.

The scope and fees identified in the task order from GBA includes surveying, site investigation, and development of plans for repairs this location. Project administration and bid phase services are included in the proposal also. Estimated construction costs for completion of the work are not yet available, but are anticipated to be paid from the Stormwater Utility Fund.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	
Line Item Code/Description:	22-61-207-03
Available Budget:	\$150,000

December 21, 2018

Brent Morton
Superintendent Public Works
4775 Lamar Ave
Mission, KS 66202

SUBJECT: West 50th Street and Dearborn Street
Authorization of Services

Brent,

Please review the scope of services below for the proposed storm sewer improvements in the vicinity of West 50th Street and Dearborn Street:

SCOPE OF SERVICES

This project consists of assisting the City of Mission, Kansas (Mission) with survey, design, and limited bid phase services for addressing storm sewer deficiencies and providing new curbs and gutters along W 50th Street and Dearborn St. GBA will provide design and survey services to review existing storm system issues, recommend and discuss courses of action, prepare design drawings, prepare specifications for bidding, and assist with bid review. Refer to attached Exhibit for boundary of project area.

Task 1 Project Administration

\$2,496

- a. Invoices. Prepare and submit an invoice for the completed work.
- b. Project Management. Manage and administer project including invoicing, and allocate resources to complete the project within schedule and budget limitations. Project meetings will be limited to a maximum of 1. It is assumed that all project related meetings will take place at the Mission Public Works facility. In the event there is consideration to change the scope of the project, the Consultant shall develop and present the potential scope adjustment to Mission on all anticipated cost and schedule impacts on the Consultant's work.

Task 2 Survey and Design

\$19,730

- a. Site visit of repair location to evaluate existing conditions and confirm and validate design solutions.
- b. Identification and coordination with any utilities in the project area. Survey of project area for flowline information of existing system, roadway limits, sidewalks, landscaping, and any other existing surface conditions which may affect the construction cost of the

repair. Tie down rights-of-way adjacent to proposed storm improvements. Preparation of basemap with collected survey data. Obtain ownership and encumbrances for the three properties west of Dearborn on the south side of 50th Street. If necessary, based on project design, prepare temporary construction easements (maximum of 3).

- c. Compose a memorandum with recommended design and opinion of probable construction costs.
- d. Preparation of plan and profile design drawings, up to 5 sheets, for approximately 380-foot length of project area. Plan sheets shall be 11"x17" in size.

Task 3 Limited Bid Phase Services

\$3,664

- a. Provide special conditions, measurement and payment, bid form, and opinion of probable cost.
- b. Assist Mission with the distribution of plans to a select number of bidders. Answer questions from bidders and provide an addendum as necessary.
- c. Assist Mission with the review of the bids, development of bid tabulation, and make a recommendation of award.

Expenses Mileage, Equipment, Printing, and Locates

\$2,290

PROPOSED FEE = \$28,180

ASSUMPTIONS AND EXCLUSIONS

1. Three easement document preparations are included on Scope Item 2. If repairs are determined, through the course of the design, to be outside of easements or right of ways a scope adjustment will be necessary.
2. Mission shall provide, or provide access to, all necessary CCTV, reports, as-builts, and existing maps of existing pipe segments as needed for GBA to review to aid in design of plans.
3. No pre-bid meeting.
4. Proposed improvements will not include completing hydrologic or hydraulic calculations.

5. Contractor shall coordinate site access issues, utilities, and develop traffic control plans, as necessary.
6. Vacuum excavation of utilities for up to 8 hours have been included on the Expenses Scope Item.
7. Traffic control plans have not been included as part of this scope of work.
8. No permitting or assistance to obtain permits will be done as part of this project.

SCHEDULE

Anticipated schedule: January 14th through March 15, 2019.

BASIS OF PAYMENT

GBA will complete the work tasks described in the above listed Scope of Services on an hourly rate plus expenses basis. The fee is based on the performance of the scope of services outlined in the Master Agreement for Professional Services with the City of Mission, Kansas and GBA effectively dated January 1, 2019. Invoices will be submitted for all work completed during each previous month, including an itemized task summary as required by the City staff, and will become due and payable within thirty (30) days.

We appreciate the opportunity to help Mission on this stormwater project. If you agree with the project scope, schedule, and fee, please sign the following project authorization form and mail the original back to GBA at our attention.

Respectfully submitted,

GEORGE BUTLER ASSOCIATES, INC.



Leslie G. Barnt, PE
Principal



Doug Carpenter, CPESC
Stormwater Group Leader

I hereby authorize George Butler Associates, Inc. (GBA) to perform the tasks in the above listed Scope of Services. I acknowledge and agree with the listed project schedule and fee. I further agree to pay the monthly invoices from GBA for the services provided within thirty days of receipt.

Authorized by: _____

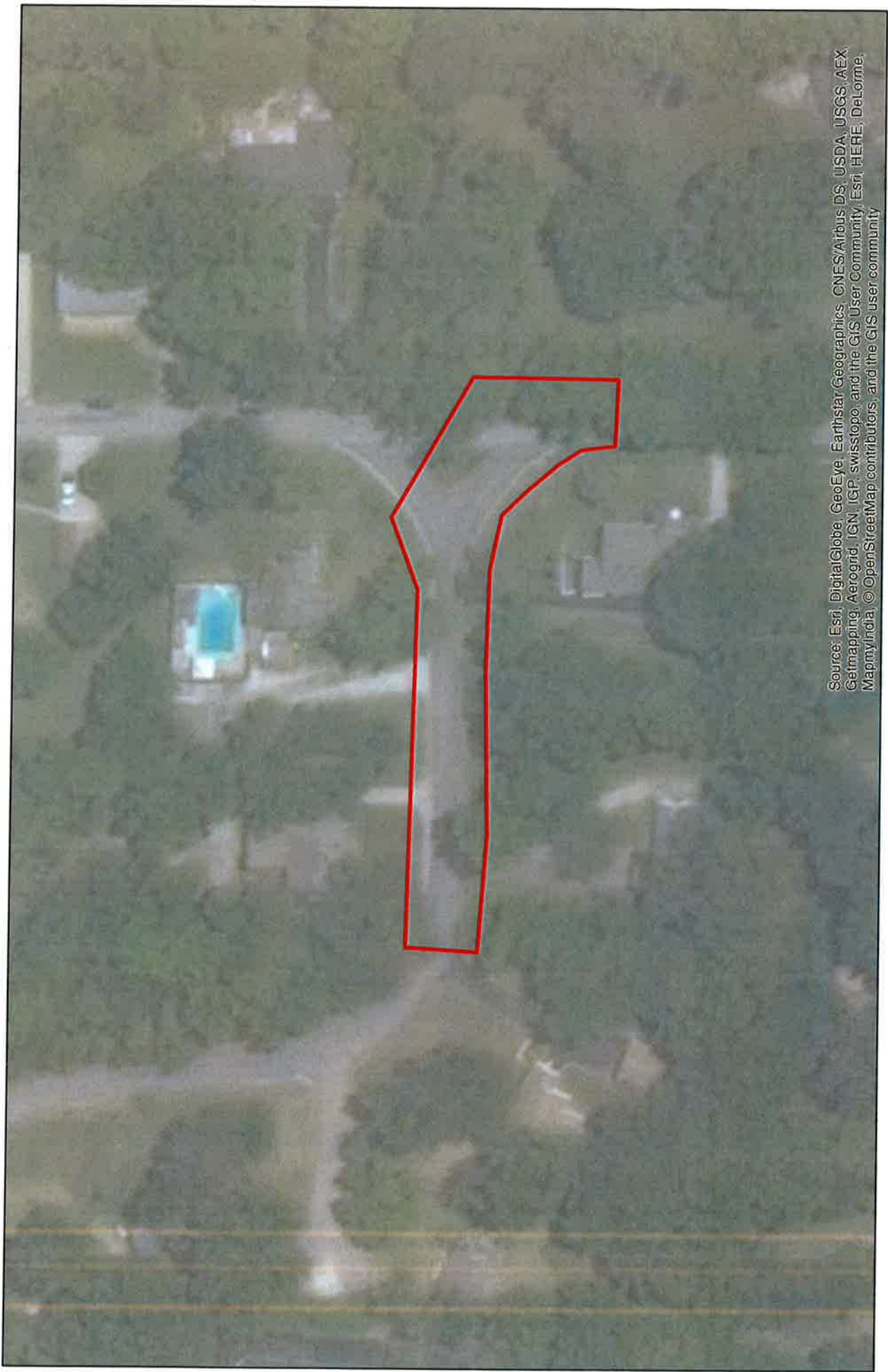
Title: _____

Date: _____

FEE ESTIMATE

Mission On Call Storm Repairs
12/21/2018
City of Mission, Kansas

Task	Task Description	Classification and Standard Hourly Rate (2018)											Hours	Fee	
		Principal \$276.00	Sr. Assoc. \$232.00	Sr. AES \$160.00	AES 1 \$132.00	SPLS \$136.00	PLS \$125.00	PT \$105.00	2MANSP \$170.00	Admin 1 \$72.00					
0001	Project Administration														
a.	Invoices		4	8									4		\$268.00
b.	Project Management		4	8	0	0	0	0					4		\$2,208.00
	TOTAL TASK 0001	0	4	8	0	0	0	0					4		\$2,496.00
0002	Survey and Design														
a.	Site Visit to Repair Location			8											\$1,280.00
b.	Research/Utility Locates/Titlework														\$250.00
	Survey Fieldwork														\$1,762.50
	Basemapping					0.5						10			\$1,578.00
	Temporary Easement Preparation					0.5									\$1,043.00
c.	Preparation of Memorandum with Summary and Recommendation			18											\$4,464.00
d.	Preparation of Drawings (Preliminary, Final)		1	24	40										\$9,352.00
	TOTAL TASK 0002	0	1	50	52	1	6	19.5	10	0			139.5		\$19,729.50
0003	Bid Phase Services														
a.	Provide Special Conditions, Up Front Docs		1	8											\$1,512.00
b.	Assist Mission with the Distribution of Plans			4											\$640.00
c.	Assist Mission with the Review of Bids		1	8											\$1,512.00
	TOTAL TASK 0003	0	2	20	0	0	0	0	0	0			22		\$3,664.00
EXPN															
a.	Mileage and Printing														\$770.00
b.	Survey Equipment (RTK-GPS)														\$120.00
c.	Utility Locate														\$1,400.00
	TOTAL EXPENSES														\$2,290.00
	TOTAL CLASSIFICATION HOURS	0	7	78	52	1	6	19.5	10	4			177.5		\$28,179.50
	TOTAL CLASSIFICATION FEE	\$0.00	\$1,624.00	\$12,480.00	\$6,864.00	\$136.00	\$750.00	\$2,047.50	\$1,700.00	\$288.00					\$28,179.50
	TOTAL FEE ESTIMATE												177.5		\$28,179.50



Source: Esri, DigitalGlobe, GeoEye, Earthstar/Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community, Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community

Mission Storm Repairs West 50th Street and Dearborn Street

— Project Boundary



1"=100'

