

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
APRIL 25, 2017
WORK SESSION
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
7:00 P.M.

- 1. Johnson County Detention Contract**
Point of Contact: Candice Swartz, Captain, Police Department
- 2. EMS Billing**
Point of Contact: Doug Jonesi, EMS Director
- 3. Underground Storage Tanks**
Point of Contact: Jason Hanson, Interim Public Works Director
- 4. Chip Seal and Concrete Project**
Point of Contact: Jason Hanson, Interim Public Works Director
- 5. Storm Water Projects**
Point of Contact: Jason Hanson, Interim Public Works Director

ADJOURNMENT

**CITY OF
RAYTOWN, MISSOURI**

INTERDEPARTMENT COMMUNICATION

TO: Teresa Henry

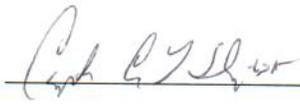
FROM: Capt. Candice Schwarz

SUBJECT: Addition to work session agenda on 04-25-17

Teresa,

Attached is the jail housing contract that we currently have with the Johnson County Sheriff's Office. The existing contract will terminate on June 30th, 2017 and the Johnson County Sheriff's Office has agreed to extend the contract for at least one additional year and they are considering a two year extension.

The terms of the contract will remain the same and there is no increase in charges. I request that you add the discussion of the extension of the jail contract to the work session agenda on 04-25-17.

DEPT. Police SIGNED 

DATE 04-01-17 APPROVED _____

State of Missouri
Johnson County Sheriff's Office



Scott W. Munsterman
Sheriff

To: Chief James Lynch
From: Sheriff Scott W. Munsterman
Reference: 2015 Inmate Housing Contract

Dear Chief Lynch

My name is Scott W. Munsterman and I am the current Johnson County Sheriff as of December 1, 2014. When I assumed the responsibilities of Sheriff, I have addressed several areas of concern within our Department. Many of the issues I had to deal with involved some of the vendors, business and Agencies our Department regularly does business with. Although many of the issues were quickly corrected by a simple phone call or a modification to a contract or agreement. I am telling you this because there are some issues that we need to address pertaining to the expired housing contract we have between our Agencies.

One thing came to our attention rather quickly was the housing of prisoners from other agencies. We have had to increase our housing fee to all of our contracted agencies to help offset the higher cost of incarcerating inmates. Our current fee is now \$40.00 per inmate per day. Although the increase may seem excessive, it is still lower than any agency in our area. Saline County is the only agency that is lower fee than, however they informed me they would not accept prisoners from outside Saline County. There have been a couple times in the recent past where we exceeded our maximum capacity of prisoners. Once we reached the housing limits, we had to send our Johnson County prisoners to other facilities to make room for inmates from our Contracted Agencies. Because of the number of inmates varies so much from day to day, we felt that we should restructure our housing procedures and place a inmate limit to each of the agencies we have contracts with. In talking to our Jail Administrator, it was decided, based on the average number of inmates from your agency, we came up with the number seventeen (17). Based on the average number of inmates from your agency we will guarantee your agency a total of seventeen beds per day, 365 days per year. That is not to say we would not take more inmates than seventeen inmate, it is a simple guarantee to your Agency. If more beds are available, then we would gladly accommodate your extra prisoners with

the understanding that if our facility is completely full, then any inmates over the guaranteed limit will be returned to your agency for housing at some other facility.

An additional problem we were confronted with was the cost to this agency for the transportation of inmates to and from your agency to ours. Last year alone, Johnson County spent over \$90,000.00 in fuel just to transport the prisoners to and from our facility to the contracted agency. That figure was for fuel only and does not include the manpower cost or the wear and tear of the transport vehicle. For that reason, it was decided to charge all contracted agencies a twenty dollar, \$20.00 round trip fee. If our agency is picking up more than one prisoner from your facility, you will only be charged \$20.00. The trip charge will begin when our transport vehicle leaves our facility, picks up your inmate and will end when the transport vehicle returns to our facility.

I know increases are not welcome to the agencies who it affects, but I can assure you, they are necessary for our Agency to offset the higher cost of running a detention facility.

I have attached a map of the surrounding counties and what they are currently charging their contract agencies. Most if not all of the surrounding facilities are not taking outside prisoners with the exception of the DeKalb County facility. They also charge a trip fee for the transportation of prisoners and their daily housing fee is in excess of our \$40.00 daily charge.

Our agencies have always worked well with each other. I am in hopes you see and understand the need for our increases. Running a detention facility is much like running any business. If you know something is broken or not functioning as it should, you must make changes to your business practices to make it work for you and your business partners.

Please feel free to give me a call if you have any questions or concerns.

Respectfully,

A handwritten signature in cursive script, appearing to read "Scott W. Munsterman".

Scott W. Munsterman, Sheriff

AGREEMENT FOR DETENTION SERVICES

This AGREEMENT is made by and between the City of Raytown, Missouri (hereinafter called "City") and Johnson County Sheriff's Office (hereinafter called "Contractor").

WHEREAS, the City requires services for the housing of prisoners on a short and long term basis; and

WHEREAS, Contractor is prepared to provide these services;

NOW, THEREFORE, in consideration for the mutual covenants contained in this Agreement, the City and the Contractor agree as follows:

SECTION 1

Contractor agrees to furnish secure facilities and personnel twenty four hours a day, seven days a week for confinement of both male and female City prisoners being held from one day up to the one hundred eighty day maximum sentences that can be imposed by a municipal judge.

A. All facilities shall meet the following requirements:

1. Facility must be secured for the prevention of escape and confinement of prisoners at all times.
2. The facility shall separate male and female inmates such that they are not in sight or sound of each other (normal voice level).
3. The facility shall meet the requirements of the ACA (American Corrections Association) standards for Adult Local Detention Facilities, except when non-conformance has been approved by the City.

B. All facilities must be operated in accordance with the following requirements:

1. All operations shall comply with ACA (American Corrections Association) standards for Adult Local Detention Facilities, except when non-conformance has been approved by the City. Policies, where required, shall be available for review by City.
2. Contractor shall not allow employees with prior felony convictions or non-traffic related misdemeanor convictions to have direct contact with or supervision of City prisoners.
3. Programs, activities and services shall be provided equally to male and female prisoners.
4. Contractor shall be responsible for transporting prisoners from the City to the detention facility and other destinations (court, medical and dental treatment), as required. The cost associated with the transporting of prisoners will be as a cost of (20.00) per trip, however, when multiple prisoners from the contracted agency are transported, only one charge will be assessed for that trip.

The Contractor will provide two pick-up or deliveries per day and those will be at 0800 hrs and 2000 hrs. unless an agreement is made between the City and the Contractor. If additional pickup and deliveries are requested by the City, it is understood the \$20.00 trip charge will apply.

The Contractor has the rights to cancel or postpone any pickup or delivery of prisoners due to inclement weather or when conditions exist that would make said delivery or pickup dangerous to the public, prisoner or the Contractor's employee.

Paperwork associated with the pickup and delivery of the Cities prisoners MUST be received by the Contractor by 0500 hours for the morning transport and 1800 hrs for the evening transport. This is necessary to maintain consistency within the process.

Prisoners shall be picked up daily from the City's facility for transfer to Contractor's facility. When transporting an opposite sex prisoner, Contractor will ensure there are other prisoners on board or a minimum of two drivers unless the transport vehicle is equipped with a working in car video. Transport vehicles shall be secure, handicap accessible and shall have at minimum, cages, restraint equipment, emergency equipment (first aid and fire extinguisher), and communications equipment (radio or phone). The transport vehicle must be equipped with working heat and air conditioning in the prisoner compartment. The Contractor may charge the City a total of twenty dollars (\$20.00) per round trip from the Contractor's facility to pickup or to deliver the prisoner back to the City's Facility or their respective Courts. This twenty dollar fee will be charged per trip regardless of the number of prisoners being transported in the transport vehicle.

5. Only essential personal or medical property taken from a prisoner by the Raytown Police Department Detention Unit will be released to the Contractor personnel in a property bag after the contents are verified. The property will be in a bag that will then be sealed and a copy of the Raytown Detention Unit property slip attached. All other property belonging to the prisoner will be stored by the Cities Detention Unit to be released to an agreed upon person or stored until the prisoner is returned to their facility for final disposition.
6. All prisoners shall be provided an onsite health care professional for non emergency health care needs at no cost to the City. Prisoners requiring medical treatment at a hospital emergency room are to be taken to the nearest appropriate medical facility. Anytime a prisoner is taken for medical treatment, contractor will contact the City's Detention Unit and notify the on-duty staff of the nature of the illness/injury. Emergency treatment may be authorized by the Contractor; however, the City may not accept responsibility for the associated cost. Prisoners are personally responsible for any routine medicine, medical or dental expenses. Medications shall not be purchased for more than seven (7) days at a time.
7. All prisoners are to be released through the City's Police Department Detention Unit. When a prisoner has reached the day prior to his/her scheduled release date, Contractor will transport him/her to the City's Detention Unit. Prisoners who have had their fine or bond posted will also be transported back to the Cities Detention Unit for

release.

Whenever a prisoner has reached his or hers release date, they will, **without exception** be returned to the Cities Detention Unit.

This procedure will be followed regardless of any warrant that is outstanding from another agency. The prisoner will be taken back to the Cities Detention Unit and will be released to them. It will be the Cities responsibility to contact the Agency which has the outstanding warrant for the subject.

Contractor shall provide the following reports, in writing:

- 1 Incidents involving any City prisoner, whether as victim or suspect, shall be immediately reported to the City with a copy to the Detention Administrator. Reportable incidents include, but are not limited to: injuries, fights, assaults, claims of harassment, loss of personal property, escape, or attempted escape or conduct that results in loss of prisoner privileges.
1. A detailed report for housing, medical services, dental and medicine will be submitted to the Chief of Police or his designee once per month for all prisoners housed during the previous calendar month. This report shall include the prisoner's name, dates of housing, total number of days housed during the reporting period, and any other expenses.

- C. The City reserves the right to make unscheduled visits at the Contractor's facility and full access will be required at that time or the Agreement may be canceled.

SECTION 2

The Contractor agrees to guarantee the City a total of seventeen (17) beds per day for their prisoners. This does not prohibit the Contractor from exceeding that amount provided there are vacant beds available at the time additional housing is requested by the City. If at any time the Contractor is housing prisoners for the City in excess of the guaranteed seventeen prisoners, and it becomes necessary, due to other contractual commitments to other agencies or in an emergency situation, the City will be required to make arrangements to house their prisoners, over the guaranteed limit, at another facility or returned them back to the City for disposition.

City agrees to pay Contractor for the housing of both male and female prisoners for the agreed sum of \$40.00 per day. The fee of \$40.00 only pertains to the housing of the prisoners and does not include the transportation fees associated with the transporting of said prisoners to the required locations such as to and from the City, Contractors facility and Court.

SECTION 3

Either party may request changes within the general scope of this Agreement. If a requested change causes an increase or decrease in the cost or time required to perform this Agreement, City and Contractor will agree to an equitable adjustment of the Agreement price, period of service, or both, and will reflect such adjustment in a change order.

SECTION 4

Having considered the potential liabilities that may exist during the performance of this Agreement and the Contractor's fee, and in consideration of the mutual covenants contained in the Agreement, City and Contractor agree to allocate and limit such liabilities in accordance with this Section.

The Contractor agrees to indemnify and hold harmless the City, its agents, officials and employees and to assume all risk, responsibility for death of or injury to, any persons and for loss, damage or injury to any property (together with all expenses, including attorney fees, in defense or prosecution of any action involving any such death, injury or damage), arising from, growing out of, or in any manner or degree directly or indirectly related to the performance of this work, including patent and copyright infringements.

Contractor shall indemnify City against legal liability for damages arising out of claims by Contractor's employees.

SECTION 5

During the performance of the Services under this AGREEMENT, CONTRACTOR shall maintain the following insurance:

- A. Workers' Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance, with a limit of \$500,000 for each occurrence.
- B. Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.
- C. General Liability Insurance, with bodily injury limits of \$1,000,000 for each occurrence and \$2,000,000 aggregate, and with property damage limits of \$1,000,000 for each occurrence and \$1,000,000 aggregate.
- D. Automobile Liability Insurance, with bodily injury limits of \$1,000,000 for each person and \$1,000,000 for each accident, and with property damage limits of \$1,000,000 for each accident.

Contractor shall furnish City certificates of insurance, which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to City. All subcontractors shall be required to include City and Contractor as additional insured on their General Liability insurance policies, and shall be required to indemnify City and Contractor to the same extent.

SECTION 6

City may terminate or suspend performance of this Agreement for City's convenience upon sixty (60) days' written notice to Contractor. Contractor shall terminate or suspend performance of the services on a schedule acceptable to City. If termination or suspension is for City's convenience, City shall pay Contractor for all the services performed till the date of the termination by the City or suspension expenses. Upon restart, and equitable adjustment shall be made to Contractor's compensation.

This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

In the event that funding for the contract is discontinued, City shall have the right to terminate this contract immediately upon written notice to Contractor.

SECTION 7

A waiver by either City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

SECTION 8

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined.

SECTION 9

City and Contractor each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to the Agreement and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this Agreement.

SECTION 10

Neither City nor Contractor shall assign any rights or duties under this Agreement without the prior written consent of the other party. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement.

SECTION 11

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and Contractor.

SECTION 12

Each party shall perform its activities and duties hereunder only as an independent contractor. The parties and their personnel shall not be considered to be employees or agents of the other party. Nothing in this Agreement shall be interpreted as granting either party the right or authority to make commitments of any kind for the other. This Agreement shall not constitute, create, or in any way be interpreted as a joint venture, partnership or formal business organization of any kind.

SECTION 13

Contractor agrees that the City, or a duly authorized representative, shall, until the expiration of three (3) years after final payment under this Agreement have access to and the right to examine and copy any pertinent books, documents, papers and records of the Contractor involving transactions related to this Agreement.

SECTION 14

If specified in the original bid document, the City may exercise its option to renew the contract/agreement. The City will provide the contractor with a written renewal notice sixty (60) days prior to the expiration date of the contract period. Pricing shall be in accordance with the fees submitted on the original bid/proposal. All terms and conditions shall remain in effect during the subsequent renewal periods.

SECTION 15

During the performance of this agreement/contract or purchase order, the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, age, color, religion, sex, national origin or any other legally protected category. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, age, color, religion, sex, or national origin. Such action shall include, but not to be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor; state that all qualified applicants will receive consideration for employment without regard to race, age, color, religion, sex, or national origin.

The Contractor will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other contract or understanding a notice to be provided by the Contract Compliance Officer advising the said labor union or workers' representatives of the Contractor's commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his or her books, records, and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

In the event of the Contractor's noncompliance with the non-discrimination clauses of this agreement/contract or purchase order with any of the said rules, regulations, or orders, this agreement/contract or purchase order may be canceled, terminated, or suspended in whole or in part, and the Contractor may be declared ineligible for any further government agreement/contracts or purchase order or federally assisted agreements/contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rules, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor

or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the City may direct as a means of enforcing such provisions, including sanctions of noncompliance; provided, however, that in the event an organization becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the City, the Contractor may request the United States to enter into such litigation to protect the interest of the United States."

SECTION 16

This Agreement shall be governed by the laws of the state of Missouri, and shall be in effect beginning July 1, 2015 and will terminate on June 30, 2017 unless an extension is agreed upon by both the City and the Contractor.

SECTION 17

Any communication required by this Agreement shall be made in writing to the address specified below:

CONTRACTOR:

Johnson County Sheriffs Office 278 SW 871 Centerview, MO 64019

FIRM NAME AND ADDRESS

CITY:

CONTACT PERSON AND ADDRESS

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and City.

SECTION 18

City and Contractor each reserve the right to, from time to time; enter into other agreements or contracts for specific projects. If such agreements or contracts are separately approved in writing by the parties, the terms and conditions of those agreements or contracts shall prevail for the specific projects set forth therein.

SECTION 19

This Agreement represents the entire agreement between the City and Contractor. All previous or contemporaneous agreements, representations, promises and conditions relating the Contractor's services described herein are superseded.

SECTION 20

The following Sections shall survive the expiration or termination of this Agreement for any reason: 2, 4, 7, 8, 10, 11, 12, 13, 19 and 20.

IN WITNESS WHEREOF, CITY and CONTRACTOR, by and through their authorized officers, have made and executed this Agreement

SIGNATURE OF AGREEMENT

CITY: Raytown Mo.
SIGNATURE: Chief Jim Lynch
SIGNATURE (PRINTED): Chief Jim Lynch
TITLE: Chief of Police
DATE: 6/17/15

CONTRACTOR: Johnson County MO Sheriff Office
SIGNATURE: Scott Munsterman
SIGNATURE (PRINTED): Scott W. Munsterman
TITLE: Sheriff
DATE: 04/23/2015



City of Raytown – Emergency Medical Services

10020 East 66th Terrace
RAYTOWN, MISSOURI 64133

PHONE: 816-737-6030

FAX: 816-737-8801

Douglas A. Jonesi, EMT-P, Director

e-mail: dougj@raytown.mo.us

Summary of EMS Billing Bid Project 2017

As instructed by the Governing Body, billing service for EMS was opened to proposals from qualified vendors. The request for proposals was posted to the City website and advertised in due form by the City Clerk, and I sent e-mail announcements to a selection of firms inviting them to participate in the process. The close of bidding was 20th March 2017.

On 23rd March, the selection panel – comprising Mr. Cole, Ms. Burrichter, Ms. LeSage, and myself – met in Mr. Cole’s office to open and review the submissions. Of the six submissions received, four were selected as finalists, and invited to make presentations to the selection panel.

Three of the firms made their presentations on Friday, 7th April; the fourth, due to a last-minute cancelation of their airline flight, was rescheduled for Monday, 10th April.

After consideration of the written materials presented as well as the presentations, the panel concurred that Digitech Computer, Inc. of Chappaqua, New York, was the best bid. As it turns out at 6.25% of net receipts, Digitech is also the low bid¹.

Aspects of Digitech’s operation that stood out as impressive included:

- Having started in 1984 as a software company, Digitech writes and administers all of their own software;
- They conduct their entire operation from the one location in Chappaqua, New York – not only is everything “in-house,” everything is in the *same* house;
- Their processes appear more thorough than the other companies we examined; in addition, they have been able to automate, for greater speed and efficiency, some steps which other companies still perform manually;
- Digitech has a solid track record of performance, never having failed, to date, to increase revenue for new clients;
- Digitech allows clients *complete* read-access to their system. This will allow the Finance Department to find information more quickly, rather than having to call the billing company and wait for a question to be answered; likewise, it will allow EMS administration

¹ McKesson (now “Change Healthcare,” after a merger which took place during the bid process) listed 5.99%, but that did not include replacement laptops for PCR’s; adjusting for the price of laptops at any time during the contract period would increase Change Healthcare’s fee. Digitech’s price includes three new laptops.

to answer our customers' questions more quickly, without the need for an intermediate telephone call or e-mail exchange;

- Digitech began in business in 1984; in 1987, the company's focus went to medical transportation software; hosted EMS billing operations began in 1993, and now EMS billing is Digitech's entire business;
- Digitech, in addition to their own in-house attorney/Certified Ambulance Compliance Officer, also uses Page, Wolfberg, & Wirth, hands down *the* experts in the field of EMS regulatory compliance;
- Digitech has a 98% client retention rate, with some clients having been with them since 1987;
- In checking Digitech's references, I spoke with representatives of the following client-organizations:
 - Lee's Summit, Missouri Fire Department
 - City of Houston, Texas Finance Department
 - Memphis, Tennessee Fire Department
 - City of Orem, Utah Accounting Division

All were very enthusiastic in their recommendation of Digitech, on the bases of both performance and customer service.

The overall impression, having reviewed all the materials from the firms who submitted them, is that Digitech Computer, Inc. has submitted the best and lowest bid for this project and, supported by the other members of the selection panel, I will recommend approval of their proposed contract when it is brought before the Board of Aldermen for action.

Faithfully submitted,

Douglas A. Jones



City of Raytown – Public Works Department

10000 East 59th Street / Raytown, Missouri 64133 / (816) 737-6012

MEMORANDUM

To: Board of Aldermen
From: Jason Hanson
Interim Director of Public Works
Date: April 25, 2017
Subject: UST upgrades or changes to be completed by April 2018

Background

The Public Works Department has been notified that the city owned underground storage that is utilized to supply unleaded fuel to the city fleet will need to be upgraded or removed. Public works received a letter from the Missouri Petroleum storage tank insurance fund on August 18, 2016 informing us that our unleaded tank does not meet the requirements and testing for the storage of unleaded gas containing alcohol E-10 (10% ethanol) or greater. The tank in question is a 10,000 gallon Owens Corning Fiberglass tank installed before 1981. Staff spoke with Renee Norman with the tank fund and we have (3) three choices to resolve the situation by the prescribed due date of May 2018. The list below is a brief overview of the three choices and estimated costs involved with each choice. I would like to note that there is a level of risk with all the choices that cannot be fully predicted until work begins.

The current options are:

1. Go through the tank site closure process and remove the tank and associated components, remediate any soil contamination if there is any and then begin buying fuel at a commercial site. The estimated cost of permanent tank closure is \$35,000.00. The cost assumes some minor remediation of the soil and disposal of the old tank.
2. Go through the tank site closure process and then remove the old tank and replace the tank with a new compliant tank with a new permit. The replacement of the existing tank will allow for an eventual payoff of the costs involved through the saving in fuel cost. The new tank will provide a (30) thirty-year warranty. The estimated cost of tank replacement is \$60,000.00. The estimate assumes some minor soil remediation and disposal of the old tank.

Teresa Henry

From: Teresa Maxwell <tmaxwell@hoidale.com>
Sent: Thursday, August 25, 2016 4:08 PM
To: Tony Mesa
Subject: Re: Missouri PST Ins Fund

Tony,

I am waiting to hear back from my contact at State of Missouri to answer a couple of questions that I have for her. In the meantime, for a general budgetary number in the event you decide to replace the UST, here is a rough estimate:

I believe you said that you have a 10,000 gallon tank, is that correct? To replace that would be around \$29,000 for the tank and another \$25,000 for the excavation, removal and disposal of the old tank.

A good safe budget number would be \$60,000.

There are options to line these tanks, but with the age of your existing tank, I don't know if that would be the most feasible option.

I hope that helps a little bit. I will follow up again once I have some more information.

Regards,

Teresa Maxwell

Sales Representative 

Hoidale

office: (913) 438-1500

cell: (816) 541-6159

email: tmaxwell@hoidale.com

web: www.hoidale.com

6909 Martindale Rd
Shawnee, KS 66218

From: Tony Mesa <tonym@raytown.mo.us>
Sent: Thursday, August 25, 2016 10:27:06 AM
To: Teresa Maxwell
Subject: FW: Missouri PST Ins Fund

Give me a call when you want to talk about this.

From: Janet Pell
Sent: Thursday, August 25, 2016 10:24 AM
To: Tony Mesa
Subject: Missouri PST Ins Fund

Here ya go!

Janet Pell

**City of Ratown
Unleaded fuel tank**

	one time costs	1 thru 5	6 thru 10	11 thru 15
Tank options				
Fuel tank lining estimated cost	\$ (50,000.00)	\$ 73,750.00	\$ 73,750.00	\$ 73,750.00
Tank lining expense		\$ (50,000.00)		
routine maintenance		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
other than routine maintenance		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ 16,250.00	\$ 66,250.00	\$ 43,750.00
			net savings	\$ 126,250.00
Fuel tank replacement estimated cost	\$ (60,000.00)	\$ 73,750.00	\$ 73,750.00	\$ 73,750.00
		\$ (60,000.00)		
annual routine maintenance and repairs		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
other maintenance and repairs		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ 6,250.00	\$ 66,250.00	\$ 66,250.00
			net savings	\$ 138,750.00
MDNR approved tank closure estimated cost	\$ (30,000.00)	\$ (73,750.00)	\$ (73,750.00)	\$ (73,750.00)
		\$ (30,000.00)		
Additional expense		\$ (103,750.00)	\$ (73,750.00)	\$ (73,750.00)
			net additional expense	\$ (251,250.00)
Savings per gallon of unleaded with in house fueling	\$ 0.295			
	annual	over 5 years	over 10 year	over 15 year
Annual routine maintenance and repairs	\$ (1,000.00)	\$ (5,000.00)	\$ (10,000.00)	\$ (15,000.00)
	annual	5 year	10 year	15 year
anticipated maintenance other than routine for a five year period	\$ (500.00)	\$ (2,500.00)	\$ (5,000.00)	\$ (7,500.00)
	annual			
Estimated number of gallons of gasoline used per year	50,000.00			
	per gal.			
estimated cost of fuel expenditures in house	\$ 2.00	\$ 100,000.00		
estimated fuel expenditures purchasing at local stations	\$ 2.30	\$ 114,750.00		

**City of Ratown
Unleaded fuel tank**

	one time costs	1 thru 5	6 thru 10	11 thru 15
Tank options				
Fuel tank lining estimated cost	\$ (50,000.00)	\$ 59,000.00	\$ 59,000.00	\$ 59,000.00
Tank lining expense		\$ (50,000.00)		
routine maintenance		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
other than routine maintenance		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ 1,500.00	\$ 51,500.00	\$ 51,500.00
			net savings	\$ 104,500.00
Fuel tank replacement estimated cost	\$ (60,000.00)	\$ 59,000.00	\$ 59,000.00	\$ 59,000.00
		\$ (60,000.00)	\$ (8,500.00)	
		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ (8,500.00)	\$ 43,000.00	\$ 51,500.00
			net savings	\$ 86,000.00
MDNR approved tank closure estimated cost	\$ (30,000.00)	\$ (59,000.00)	\$ (59,000.00)	\$ (59,000.00)
		\$ (30,000.00)		
Additional expense		\$ (89,000.00)	\$ (59,000.00)	\$ (59,000.00)
				\$ (207,000.00)
Savings per gallon of unleaded with in house fueling	\$ 0.295			
	annual	over 5 years	over 10 year	over 15 year
Annual routine maintenance and repairs	\$ (1,000.00)	\$ (5,000.00)	\$ (10,000.00)	\$ (15,000.00)
	annual	5 year	10 year	15 year
anticipated maintenance other than routine for a five year period	\$ (500.00)	\$ (2,500.00)	\$ (5,000.00)	\$ (7,500.00)
	annual			
Estimated number of gallons of gasoline used per year	40,000.00			
	per gal.			
estimated cost of fuel expenditures in house	\$ 2.00	\$ 80,000.00		
estimated fuel expenditures purchasing at local stations	\$ 2.30	\$ 92,000.00		

**City of Ratown
Unleaded fuel tank**

	one time costs	1 thru 5	6 thru 10	11 thru 15
Tank options				
Fuel tank lining estimated cost	\$ (50,000.00)	\$ 44,250.00	\$ 44,250.00	\$ 44,250.00
Tank lining expense		\$ (50,000.00)	\$ (13,500.00)	
routine maintenance		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
other than routine maintenance		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ (13,250.00)	\$ 23,250.00	\$ 36,750.00
		net savings		\$ 60,000.00
Fuel tank replacement estimated cost	\$ (60,000.00)	\$ 44,250.00	\$ 44,250.00	\$ 44,250.00
		\$ (60,000.00)	\$ (23,250.00)	
annual routine maintenance and repairs		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
other than routine maintenance and repairs		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5 year blocks		\$ (23,250.00)	\$ 13,500.00	\$ 36,750.00
		net savings		\$ 50,250.00
MDNR approved tank closure estimated cost	\$ (30,000.00)	\$ (42,500.00)	\$ (42,500.00)	\$ (42,500.00)
		\$ (30,000.00)		
Additional expense		\$ (72,500.00)	\$ (42,500.00)	\$ (42,500.00)
		net additional expense		\$ (157,500.00)
Savings per gallon of unleaded with in house fueling	\$ 0.295			
	annual	over 5 years	over 10 year	over 15 year
Annual routine maintenance and repairs	\$ (1,000.00)	\$ (5,000.00)	\$ (10,000.00)	\$ (15,000.00)
	annual	5 year	10 year	15 year
anticipated maintenance other than routine for a five year period	\$ (500.00)	\$ (2,500.00)	\$ (5,000.00)	\$ (7,500.00)
	annual			
Estimated number of gallons of gasoline used per year	30,000.00			
	per gal.			
estimated cost of fuel expenditures in house	\$ 2.00	\$ 60,000.00		
estimated fuel expenditures purchasing at local stations	\$ 2.30	\$ 68,850.00		



Tank Tech Inc
P.O. Box 17
Blodgett, MO 63824
888-405-2369 Phone
573-471-5972 Fax
www.tanktech.com

DATE Dec 19, 2016	PAGE 1
QUOTATION/JOB NUMBER 16-TLMO-3474	

**This Quote is valid until:
 1/18/2017**

Site Address	CITY OF RAYTOWN 10014 EAST 65TH ST RAYTOWN, MO 64133
--------------	--

Sold To	CITY OF RAYTOWN 10000 EAST 59TH STREET RAYTOWN, MO 64133 CONTACT: TONY MASON PHONE: (816) 365-0515 TONYM@RAYTOWN.MO.US
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DESCRIPTION	CUSTOMER NO	ACCOUNT REPRESENTATIVE	QUOTE DATE
LINE 1-10K OC FRP UST	3978	RUSSELL, ROBERT ROB@TANKTECH.COM	Dec 19, 2016

PHASE	DESCRIPTION / SCOPE OF WORK	AMOUNT
	<p>Jobsite additional information: <i>Mobilization 363 Miles @ \$6.65/mile.</i></p> <p>Tank Tech, Inc. proposes to furnish labor, equipment, and materials to physically inspect, repairs (quoted / minor), and / or internally line the UST(s) at the location listed above in full accordance with API recommended practice 1631 and NLPA 631.</p> <p>TOTAL FOR WORK AS OUTLINED ABOVE</p> <p>TOTAL FOR MOBILIZATION</p> <p>Terms 50% due upon proposal acceptance. Remaining 50% complete with any/all change orders due upon service completion. Finance charges will be applied to overdue invoices @ 18% APR. Cash deduction of \$200 allowed for full payment on or before day of service. We do accept credit card payments. Note that the use of a credit card implies acceptance to pay additional processing fees as imposed by Tank Tech, Inc</p>	<p>12,202.00</p> <p>2,414.00</p> <hr/> <p>Total</p> <hr/> <p>14,616.00</p> <p>Due At Signing 7,308.00</p> <p>Due per Terms 7,308.00</p> <p>noted at left</p>

Quotation continued on next page ...

Please initial here to approve _____



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DATE Dec 19, 2016	PAGE 2
QUOTATION/JOB NUMBER 16-TLMO-3474	

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DESCRIPTION	CUSTOMER NO	ACCOUNT REPRESENTATIVE	QUOTE DATE
LINE 1-10K OC FRP UST	3978	RUSSELL, ROBERT ROB@TANKTECH.COM	Dec 19, 2016

PHASE	DESCRIPTION / SCOPE OF WORK	AMOUNT
	<p>Scheduling is contingent upon weather and or occurrences beyond Tank Tech, Inc's control. Upon arrival, customer is responsible to have all tanks emptied to a level of 1" or less.</p> <p>The above price includes the following: Excavation to the top of tank (if needed), purging and cutting an access opening, installation of re-accessible manway on tank shell (steel tanks only), cleaning, sandblasting, application of interior lining (if applicable) and quality control, resealing access opening and labor to replace backfill</p> <p>The above price does NOT include the following: Pumping tank free from product, excessive excavation (more than 4ft in depth and /or 6 inches of concrete) backfill, permits, CUSTI (Ohio) fees, tax fees, bond fees, tightness testing, third party inspections (where applicable), all other testing (if required) tank bottom sludge disposal, concrete and blast sand disposal, concrete replacement and/or additional repairs beyond the 6 minor repairs plus delays caused by customer or agents. For every additional hour the crew is required to remain onsite because of extra repairs, excessive excavation, excessive sandblasting, dewatering, delays, or other beyond the scope of work, additional fees will be charged at the rate of \$450 per hour of work stoppage.</p> <p>Cancellation Policy: There will be a 30% fee if written notice of cancellation or postponement is not received by Tank Tech, Inc seven (7) seven days prior to the agreed start date of the job. This fee also applies to the customer if the on-site contractor does not have the site ready by the agreed start date as well as any unannounced site conditions that could cause a cancellation or postponement.</p> <p>Rock Clause: In the event rock, water or unstable backfill are encountered during excavation, additional labor shall be performed at our standard time and material rate.</p> <p>Piping & conduit clause: TTI cannot be held responsible for the damage of any product lines, vent lines, or conduits, if scaled drawing layout does not reflect the exact location of all existing trenches. Customer is to provide a current and accurate scaled site drawing with piping and conduit layout prior to scheduling.</p> <p>Equipment Clause: Tank Tech will not be responsible for electronic equipment, gauges, monitors, valves, etc not removed prior to the start of work.</p> <p>Liability Clause: Tank Tech assumes no responsibility in the event of cave in of excavation or resulting damages to any adjacent buildings and/or structures on premises or in the event of accidental floatation.</p>	

Utilities:

Quotation continued on next page ...

Please initial here to approve _____



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DATE Dec 19, 2016	PAGE 3
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**This Quote is valid until:
 1/18/2017**

Site Address
 CITY OF RAYTOWN
 10014 EAST 65TH ST
 RAYTOWN, MO 64133

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 RAYTOWN, MO 64133
 CONTACT: TONY MASON
 PHONE: (816) 365-0515
 TONYM@RAYTOWN.MO.US

DESCRIPTION	CUSTOMER NO	ACCOUNT REPRESENTATIVE	QUOTE DATE
LINE 1-10K OC FRP UST	3978	RUSSELL, ROBERT ROB@TANKTECH.COM	Dec 19, 2016

PHASE	DESCRIPTION / SCOPE OF WORK	AMOUNT
	<p>Prior to the start of the installation, the Customer will have all underground utilities visibly marked on the location property and adjoining right of way. Failure to have the utilities located prior to installation will release Tank Tech of responsibility for any damage done to any underground structures while performing the Scope of Work</p> <p>Regulatory Compliance: Customer is responsible for checking and compliance with state regulations for tightness testing, and for contacting municipal authorities, as needed, in advance, to obtain any local permits needed for the job</p> <p>Taxes: Any applicable federal, state and local taxes are not included in the quoted price and will be added to the final invoice as appropriate.</p> <p>Results/Documentation/Paperwork: Complete project service information, compliance documentation and or warranty (when applicable) will be provided to customer upon receipt of payment in full for service. Customer is responsible for collection fees, court costs and reasonable attorney fees to collect any unpaid amounts</p> <p>Scope of work and Terms and Conditions shall be signed by the customer and shall become the contract entered into by Tank Tech and the Customer</p> <p>Additional repairs to Fiberglass tank(s) Only: **Repair and build up of interior seams (\$550.00 per seam) **Installation of internal support ribs (\$885.00 per rib). **Installation of rib cavity reinforced includes fuel extraction from rib cavities (\$660.00 per rib). **Major repairs, would also include any application of resin coat on areas with exposed fibers, extensive crazing, cracking, wicking, or blistering, beyond the said minor repair limit of (4) separate repairs per tank(s).</p> <p>These types of repairs, as with all repairs, will be communicated to the owner with a cost estimate and schedule impact, if any. Once approval from owner has been given work will continue.</p> <p style="text-align: center;">Repair prices are based on one time set up for each location</p>	

Please sign, date, and fax to 573-471-5972 or email to address listed above.

Bid Acceptance Signature: _____ **Date** ____/____/____



City of Raytown – Public Works Department

10000 East 59th Street / Raytown, Missouri 64133 / (816) 737-6012

MEMORANDUM

To: Board of Aldermen
From: Jason Hanson
Interim Director of Public Works
Date: April 20, 2017
Subject: Budget Amendments for Chip Seal and Concrete Project

Background

Budget amendments to add the unspent chip seal money from FY2016 to this year's budget, as well as possibly doing the same thing with the concrete project funds from last year that were not used.

In FY2016 there was \$150,000.00 funded for the Annual Curb, Sidewalk, & ADA Ramp removal and replacement project. The contract was awarded to TLC / Warman Concrete & Construction. Their workmanship and progress was not good at all. The project was stopped at an expense of \$36,679.50. This left approximately \$113,000.00 unspent in concrete work. This is the amount that we would like to add to the current year's concrete budget of \$150,000.00 to complete the work this year.

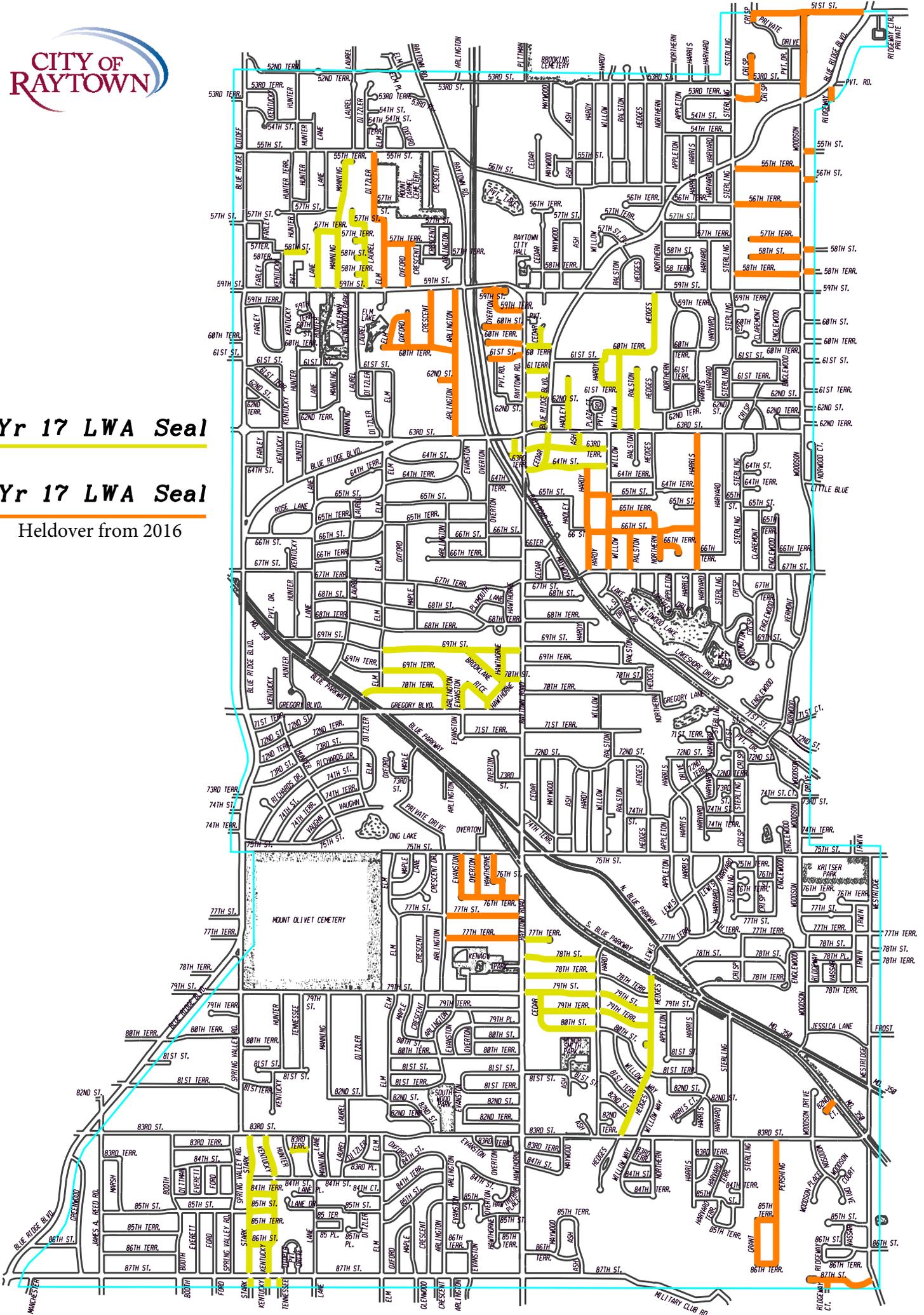
In FY2016 there was \$275,000.00 funded for the Annual Chip Seal project. The contract was awarded to Vance Brothers Inc. The City made the decision in September of 2016 to postpone the annual project to the following year, 2017. This left \$275,000.00 unspent in chip seal work. This is the amount that we would like to add to the current year's concrete budget of \$275,000.00 to complete the work this year.



Yr 17 LWA Seal

Yr 17 LWA Seal

Heldover from 2016





City of Raytown – Public Works Department

10000 East 59th Street / Raytown, Missouri 64133 / (816) 737-6012

MEMORANDUM

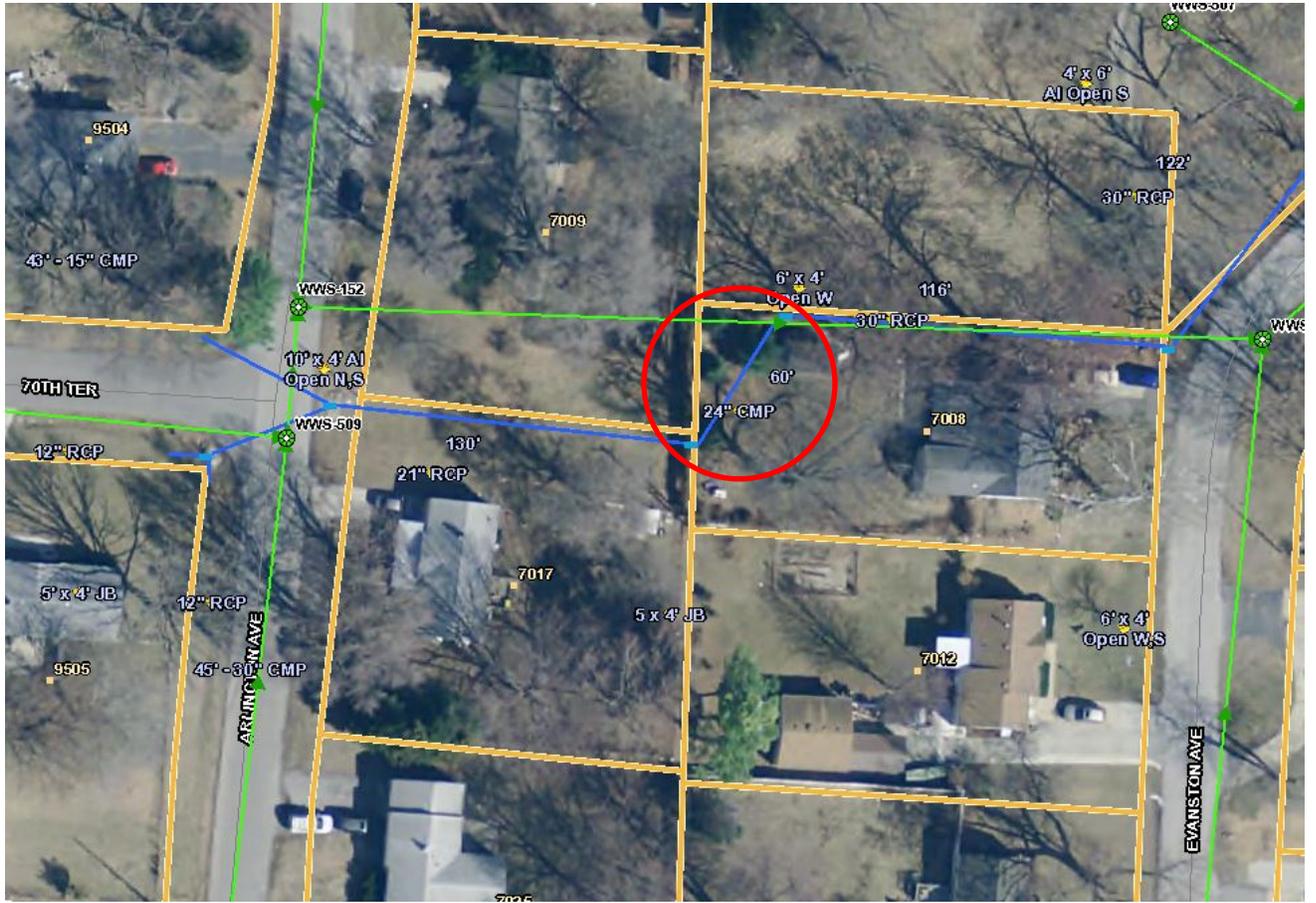
To: Board of Aldermen
From: Jason Hanson
Interim Director of Public Works
Date: April 20, 2017
Subject: Storm water Projects budgeted for 2017

Background

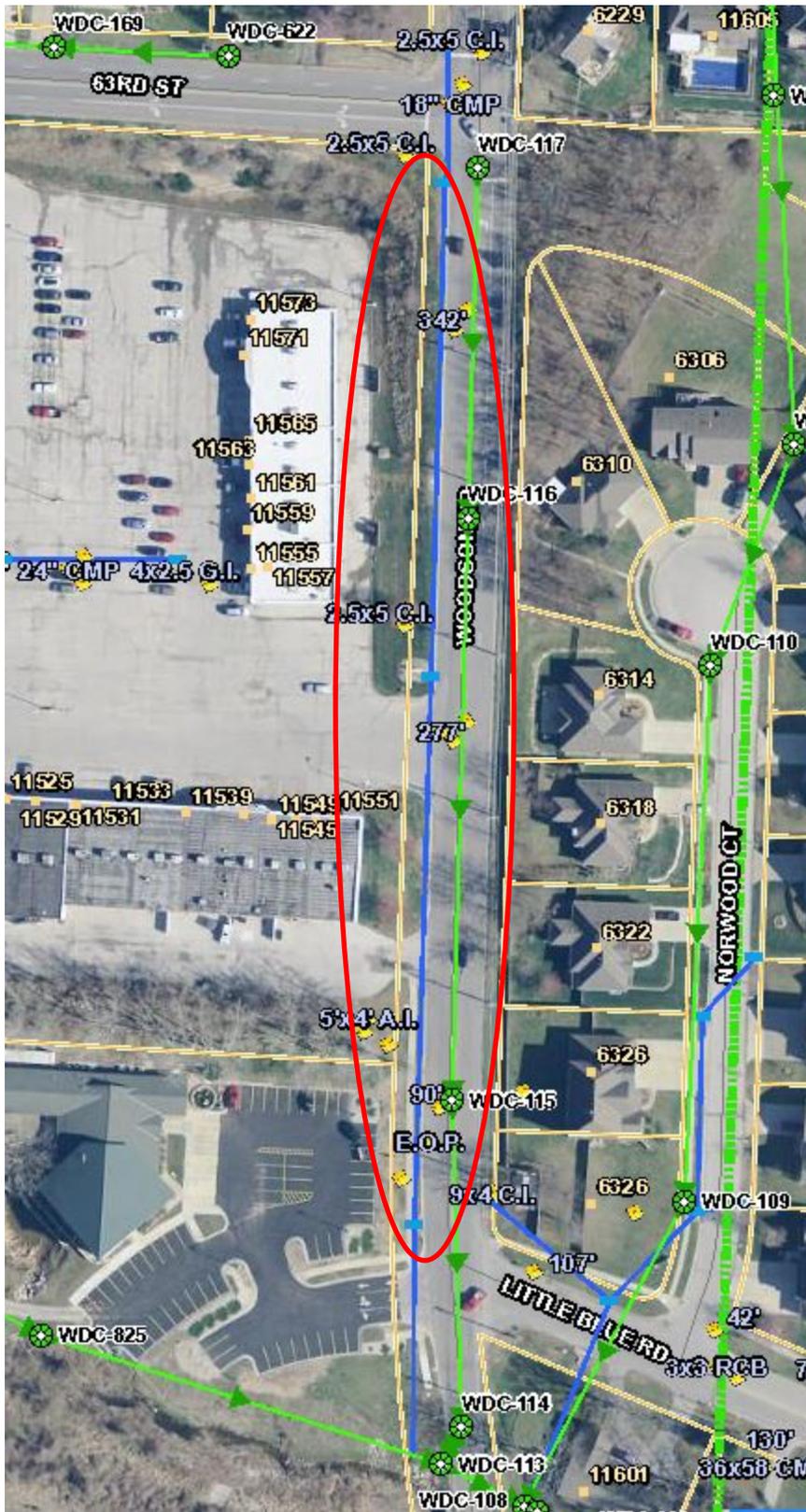
The Public Works Department has 3 upcoming storm drainage projects that are in our budget.

- 7008 Evanston – to possibly be done by Weidemann, Inc. through a local Cooperative Contract. Approximately 80 feet of 24” corrugated metal pipe that the bottom of the pipe has rusted out. The floor/invert is no longer present and is in need of replacement. The affected backyard area has recurring sink holes after heavy rains that City staff fills and continues to monitor. Approx. \$18,000.00
- West side of Woodson south of 63rd Street – possibly through a local Cooperative Contract with Insituform. Approximately 708 feet of 18” corrugated metal pipe that the bottom of the pipe has rusted out. The floor/invert is no longer present and is in need of replacement. Approx. \$65,000.00
- Rent-N-Roll storm drainage improvements – to be either put out to bid, or to use Weidemann, Inc. through a Cooperative Contract. Installing a new storm drainage system were none presently exists. Approx. \$50,000.00

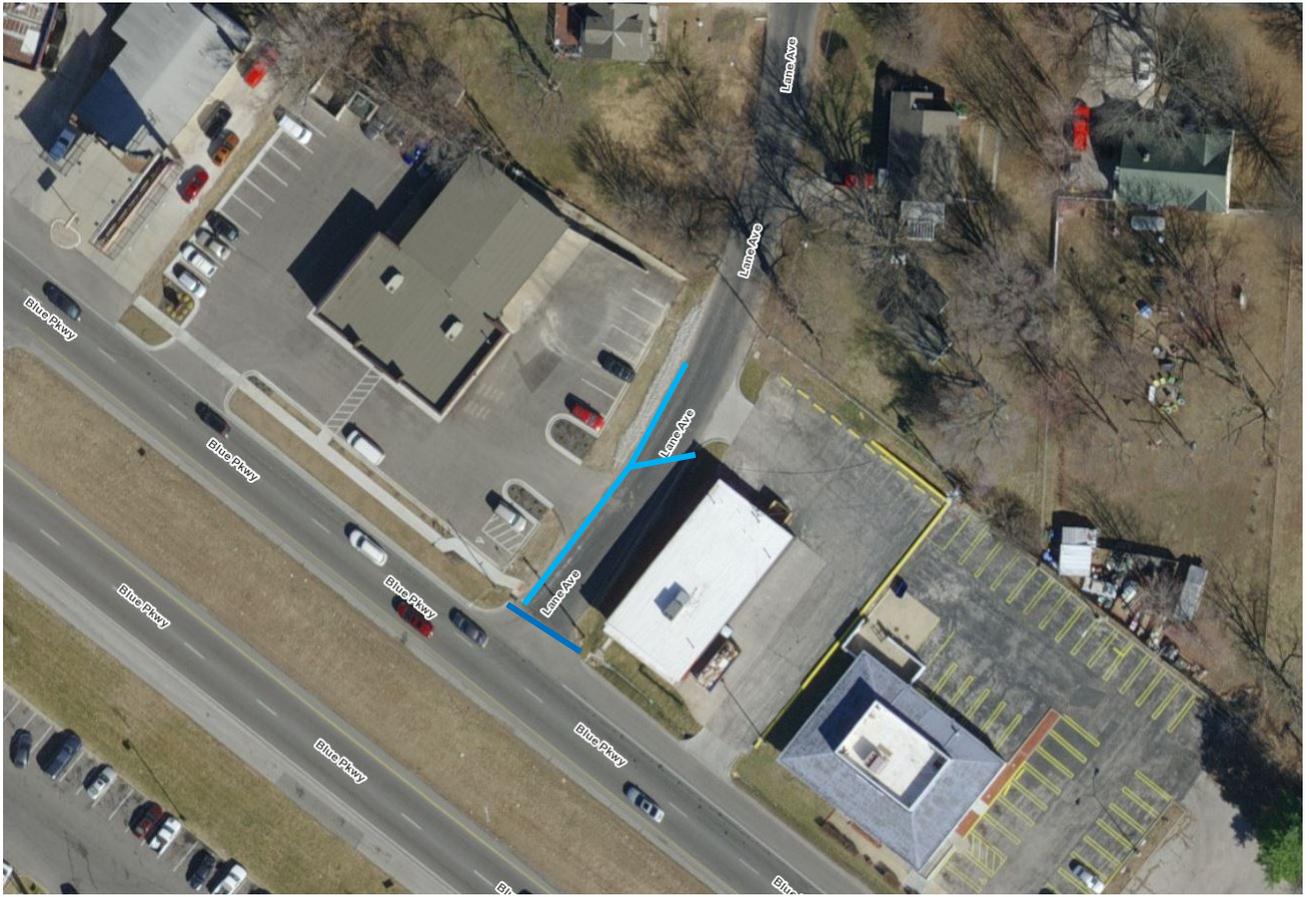
The current FY2017 budget has \$100,000.00 funded for Emergency storm water repairs, and \$135,000.00 funded for storm water repairs.



7008 Evanston



West side of Woodson Road south of 63rd Street



Rent-N-Roll

