

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
JANUARY 10, 2017
WORK SESSION
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
6:00 P.M.

1. Ambulance Repurpose

Point of Contact: Captain Michelle Rogers

2. Ambulance Billing Services-Med3000

Point of Contact: Doug Jones, Emergency Medical Services Director

3. Medical Supplies, Moore Medical

Point of Contact: Doug Jones, Emergency Medical Services Director

4. KCATA 2016-2017 Agreement

Point of Contact: Ray Haydaripoor, Interim Development & Public Affairs Director

5. Truman Heritage Habitat for Humanity

Point of Contact: Ray Haydaripoor, Interim Development & Public Affairs Director

6. City Hall Roof Replacement

Point of Contact: Kati Horner Gonzalez, Public Works Director

7. Update on Trails Project

Point of Contact: Kati Horner Gonzalez, Public Works Director

ADJOURNMENT

CITY OF RAYTOWN
Request for Board Action

Date: January 5, 2017
To: Mayor and Board of Aldermen
From: Captain Michelle Rogers

Resolution No.: R-XXXX-XX

Department Head Approval: _____

Finance Director Approval: _____ (only if funding requested)

City Administrator Approval: _____



Action Requested: Repurpose a 2009 GMC Savanna (Ambulance) 4500 6.6 liter Duramax Diesel VIN# 1GDKG316291149229 that is currently assigned to Raytown EMS to the Police Department.

Recommendation: Approve the transfer of the ambulance from Raytown EMS to Raytown Police Department.

Analysis: The Police Department is requesting to obtain the ambulance to be used as a Crisis Negotiator Vehicle. Currently the Crisis Negotiator Team (CNT) is working out of the back of a four door sedan and it becomes very cramped with people and equipment. The ambulance would allow for a dedicated vehicle for the CNT to transport critical personnel and equipment to the barricade location, provide a calm quiet environment for negotiations, and also offer a large work area for monitors, and completion of necessary paperwork.

Alternatives: Not repurpose the vehicle and request to purchase a new CNT Command Post Vehicle that costs in excess of \$200,000.00.

Budgetary Impact:

- X Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

CITY OF RAYTOWN
Request for Board Action

Date: January 5, 2017
To: Mayor and Board of Aldermen
From: Douglas A. Jonesi, EMS Director

Resolution No.: R-XXXX-XX

Department Head Approval: _____

Finance Director Approval: _____ (only if funding requested)

City Administrator Approval: _____



Action Requested: The City of Raytown's Department of Emergency Medical Services is requesting the purchasing authority to pay the City's ambulance billing company an amount not to exceed \$77,220.00 for Fiscal Year 2016-2017.

Recommendation: Staff recommends approving the authority to pay Med3000, the City of Raytown's ambulance billing company, their contractually obligated fees for providing services to the City.

Analysis: In December 2007, the Board of Aldermen approved an agreement with Med3000 for ambulance billing services; the contract was renewed for an additional three years in 2013, and renews year-to-year automatically following that. Med3000 is paid a percentage of collected revenue. Their contracted percentage is 7.5%. The City, for that percentage, gets their collection services as well as electronic patient care reporting software.

Alternatives: As the City has no other means to bill for ambulance service, the City would have no other option except to cease billing for services until another option became available. This would fiscally impact revenues negatively and is seen as undesirable.

Budgetary Impact:

- Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

Amount Requested: \$77,220.00
Account Number(s): 101.72.00.100.52250
Fund: General
Department: Emergency Services

Additional Reports Attached: None

**CITY OF RAYTOWN
Request for Board Action**

Date: January 5, 2017

Resolution No.: R-XXXX-XX

To: Mayor and Board of Aldermen

From: Douglas A. Jonesi, EMS Director

Department Head Approval: _____

Finance Director Approval: _____ (only if funding requested)

City Administrator Approval: _____



Action Requested: The City of Raytown's Department of Emergency Medical Services is requesting the purchasing authority to pay Moore Medical an amount not to exceed \$60,779.00 for Fiscal Year 2016-2017.

Recommendation: Staff recommends approving this item.

Analysis: Moore Medical is our primary vendor for medical supplies for patient care. This is part of a cooperative purchasing agreement negotiated by MARCER. These supplies are mission-critical for the purpose of providing emergency care to ill and injured citizens.

Alternatives: Not approving the purchasing authority for medical supplies would necessitate halting ambulance operations once our on-hand supply of needed items was depleted.

Budgetary Impact:

- Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

Amount Requested: \$60,779.00
Account Number(s): 101.74.701.52201
Fund: General
Department: Emergency Services

Additional Reports Attached: None

**CITY OF RAYTOWN
Request for Board Action**

Date: January 5, 2017
To: Mayor and Board of Aldermen
From: Ray Haydaripoor
Interim Development & Public Affairs Director

Bill No.: XXXX-XX
Section No. XX-X

Department Head Approval: _____

Finance Director Approval: _____

City Administrator Approval: _____

Action Requested: Approve a contract with the KCATA for the 2016-2017 Metro Bus Service.

Analysis: This is a demand-response public transportation service (Metro Service) that the City has provided under contract with the KCATA since April 2001. The City of Kansas City, Missouri also pays the same amount as the City of Raytown to the KCATA for the Metro Bus Service as the service area extends beyond Raytown to make connections with the rest of the KCATA network to the north and to the south within Kansas City.

The hours of operation for the Metro Service are from 6:00 a.m. to 10:00 a.m.; and from 2:30 p.m. to 6:30 p.m., Monday through Friday. The proposed agreement would maintain that level of service at a cost of \$56,335.00. The operational cost is within the amount budgeted by the City for this service. This contract will be for a 12-month period that mirrors the City's budget year.

A presentation will be provided by the KCATA at a future Board of Aldermen meeting which will provide further details relating to number of riders, origins and destinations of riders, and other service information over the past 12 months.

Alternatives: The City could choose not to participate in the Metro Bus Service and risk losing this benefit for our citizens.

Budgetary Impact:

- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

| | |
|----------|--------------------------|
| Fund: | Transportation Sales Tax |
| Account: | Professional Services |
| Budget: | \$60,000.00 |
| Amount: | \$56,335.00 |



November 17, 2016

Mr. John Benson
Director of Development and Public Affairs
City of Raytown
10000 E. 59th St.
Raytown, MO 64133

RE: Community Contract for 2016-2017 Metro Service

Dear Mr. Benson:

Please find enclosed two (2) partially signed copies of the Contract for Transit Services between the Kansas City Area Transportation Authority (KCATA) and the City of Raytown for the 12-month period of November 1, 2016, through October 31, 2017. Please have both copies signed and returned to me. We will return one fully executed copy for your files.

The 2016-2017 Contract for Transit Services is comprised of the following cost and credit components:

| | |
|-----------------------------|-----------------|
| Service Cost | \$82,033 |
| Estimated Passenger Revenue | (\$4,583) |
| Local Operating Share | \$51,085 |
| Local Capital Share | \$5,250 |
| Total Local Share | \$56,335 |

Please call me at (816) 346-0311 if there are any questions. We look forward to another year of partnering with the City of Raytown in providing Metro service.

Sincerely,

Donna Brown
Special Projects Manager

Enclosures

cc: Chuck Ferguson, Chief Planning Officer
Michael Graham, Chief Financial Officer
Dick Jarrold, VP – Regional Planning & Development

KANSAS CITY AREA TRANSPORTATION AUTHORITY

Contract for Transit Service

RAYTOWN, MISSOURI

THIS CONTRACT, entered into this ____ day of _____, 2016, by and between the **KANSAS CITY AREA TRANSPORTATION AUTHORITY** (hereinafter referred to as the "KCATA"), a body corporate and politic and a political subdivision of both the States of Missouri and Kansas, and **RAYTOWN, MISSOURI** (hereinafter referred to as the "Community").

WITNESSETH:

WHEREAS, a sound, efficient and viable public transportation system is essential to the socioeconomic well being of the Kansas City Area Transportation District (hereinafter referred to as the "District"), including the Counties of Cass, Clay, Jackson, and Platte in Missouri, and the Counties of Johnson, Leavenworth, and Wyandotte in Kansas; and

WHEREAS, the KCATA is a public agency authorized by law to plan, own, operate, have and generally deal with public transportation systems and facilities in the District; and

WHEREAS, the Community desires to promote the convenience, comfort, prosperity, general interests and welfare of its citizens; and

WHEREAS, the public transportation facilities and services of most immediate concern are those estimated to be provided by the KCATA at a deficit, described generally in amounts and, more specifically, by formula set forth in Attachment "A" adopted in January, 1976, modified in August, 1977, revised in January, 1983, and December 1997.

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants herein contained, the parties hereto agree as follows:

A. Public Mass Transit Service

1. The Community requests public transportation services (hereinafter referred to as "Contract Service"), set forth in Attachment "B", be operated by the KCATA for the period November 1, 2016, through October 31, 2017, unless sooner terminated under Paragraph "7" of this Contract.
2. The level of service as generally set forth in Attachment "B" shall not be changed or be modified without the consent of the Community.
3. The computations and, more specifically, the formula contained in Attachment "A" attached hereto and made a part hereof, are the accepted methods for the determination of the estimated deficit of the Community.

4. The KCATA and the Community estimate the Community's total payment for the service (hereinafter referred to as "Local Share") to be **\$56,335** estimate is based on the following components of cost and revenue to applied to this Agreement:

| | |
|--------------------------|------------------|
| Local Service Cost | \$82,033 |
| Passenger Revenue | <u>\$(4,583)</u> |
| Estimated Operating Loss | \$77,450 |
| Local Operating Share | \$51,085 |
| Local Capital Share | <u>\$5,250</u> |
| Total Local Share | \$56,335 |

5. It is the understanding of the parties that, notwithstanding any provision of this Agreement, the maximum obligation of the Community under this Contract shall be the sum of **\$56,335**. If the actual total deficit and other factors are such that the KCATA deems the full Local Share is not required, the KCATA may require payment of less than the total Local Share, or reimburse the Community for a portion of the Local Share previously paid.
6. The method of payment of the Local Share provided for in Paragraph "4" is as follows:
- The Community's monthly Local Share will be one-twelfth of the Community's portion of the estimated total deficit amount.
 - The KCATA will invoice the Community for ninety percent (90%) of Community monthly Local Share by the 15th of the month preceding the month service will be provided. The Community is required to remit ninety percent (90%) of the monthly Local Share by the first of the month service will be provided.
 - By the 20th of the month following the month in which service was provided, the KCATA will provide the City's Director of Development and Community Affairs, or the City Designee, with reports showing service capital and operating costs and revenue for Contract Services. The report will also provide a reconciliation of subsidy amounts with the advance payment provided to in Sub-paragraph "b". The report will detail Local Share and Federal and State Share amounts used to cover the month's service deficit. Any balance of Local Share subsidy required by the reconciliation will be invoiced at this time, to be paid within ten days.
 - For the month of December, the monthly report and reconciliation provided for in Sub-paragraph "c", will not be prepared until the completion of the KCATA's annual audit. The invoice of November 15, provided for in Sub-paragraph "b" will require payment of the unexpended balance of the Community's Local Share.
7. When the estimated total operating loss of **\$77,450** is reached, KCATA's obligation

to furnish services shall terminate. The Community and KCATA may mutually agree to amend this Contract to provide additional operating subsidy or to adjust the level of service so that the cost of such service will not exceed the contractual subsidy.

8. If for any reason the KCATA is unable to obtain the federal or state assistance, and/or the State of Missouri Public Transit Operating Assistance Grant as provided for in Paragraph "4" of this Contract, the Community will be immediately notified and this contract will be amended to provide additional Local Share subsidy or to adjust the level of service. If a satisfactory amendment is not agreed to after a reasonable period, KCATA's obligation to furnish services will terminate.
9. The KCATA shall indemnify, save and hold the Community harmless from any and all damage, loss or liability of any kind whatsoever arising out of this Contract, including, but not limited to, any loss occasioned by reason of any injury to property or third persons occasioned, in whole or in part, by any act, omission, neglect or wrongdoing of the KCATA, or any of its officers, agents, representatives or employees. At its own cost and expense, the KCATA will defend all losses arising there from.
10. The Community recognizes that the KCATA, as the principal public transportation operator in the region, is obligated to conform to various regulations and requirements of the Federal Transit Administration in order to maintain its eligibility for financial assistance pursuant to the Federal Transit Act. In this regard, the Community agrees to cooperate with the KCATA in meeting said regulations and requirements, and will not require the KCATA to violate said regulations and requirements. The Community will also cooperate with reasonable requests of the KCATA, and the KCATA agrees to make all such records available to the Community for the auditors upon reasonable request of the Community.
11. The Community, at its expense, shall have the right to cause an audit to be made of the books and records of the KCATA, and the KCATA agrees to make all such records available to the Community for the auditors upon reasonable request of the Community.

B. Americans with Disabilities Act of 1990 Special Service Provision

WHEREAS, a contractual relationship with Raytown requires that the Community not require the KCATA to provide public transit services that are in conflict with the American with Disabilities Act of 1990 and subsequent federal regulations regarding compliance with this law, it is agreed:

1. The KCATA shall perform all functions necessary for the administration, management and operation of Complementary Paratransit inside the City of Raytown.
2. The Complementary Paratransit shall be provided through the department of the KCATA known as Share-A-Fare, and these services shall be called Share-A-Fare

service inside Raytown.

3. Complementary Paratransit is defined in 49 C.F.R. Part 37. In general, Complementary Paratransit is required to provide a comparable level of service whereby when all aspects of a transportation system are analyzed, equal opportunities to use the transportation system exist for all persons - individuals with and without disabilities.
4. Raytown shall reimburse the KCATA for the net cost to the KCATA, which is paid by the KCATA to its contractors that provide the transportation services inside Raytown. Raytown shall not be charged for the KCATA's administrative or dispatching expenses related to the service.
5. There will be a \$3.00 fare per trip charged to participants using Share-A-Fare service inside Raytown.
6. The KCATA shall render invoices to the City which shall include information on the number of Raytown Share-A-Fare participants, the number of trips provided of each type (ambulatory or non-ambulatory), the average cost for each type of trip, the average trip length of each type of trip, the total cost, and the net cost.
7. In no way does this contract obligate the KCATA to insure that any other services provided by Raytown, are in compliance with the Americans with Disabilities Act (ADA) of 1990 or subsequent regulations.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the day and year first above written.

KANSAS CITY AREA TRANSPORTATION AUTHORITY

By: 
Steven C. Klika, Chairman of the Board of Commissioners

ATTEST:
By: 
Witness

COMMUNITY OF RAYTOWN, MISSOURI

By: _____
Name & Title: _____

ATTEST:
By: _____
Witness

ATTACHMENT "A"

REVENUE AND COST ALLOCATION PROCEDURES

The procedure to be used in determining passengers, direct operating expenses, indirect operating expenses, farebox revenue, and estimated loss for transit service shall be as follows:

- A. Passengers and Revenue** - The number of passengers and the amount of revenue reported will be derived from electronic farebox reports.
1. Revenue figures are computed as follows:
 - a. Total Fare Revenue is the total farebox revenue plus pass sales proration.
 - b. Pass Sales proration for a line is the Pass Sales Revenue multiplied by a pass utilization factor as determined by data from electronic fareboxes.
 2. Passenger types - definitions
 - a. Intra-city passenger - a passenger boarding and alighting in the same jurisdiction.
 - b. Inter-city passenger - a passenger who boards in one jurisdiction and alights in another.
 3. Computation of inter-city and intra-city passengers
 - a. Intra-city passengers for each subsidizing jurisdiction will be determined by multiplying total passengers by the appropriate intra-city passengers ratios as determined by periodic activity checks. An intra-city passenger ratio is the ratio of passengers who both board and alight a bus within that community to total route passengers on the line.
 - b. Inter-city passengers for the route will be determined by subtracting the intra-city passengers from the total route passengers.
- B. Direct Operating Expenses** - Each route shall be charged direct labor and benefits on the basis of scheduled pay hours (including allowances, spread, guarantee, and overtime) times the fully burdened operator cost per hour of service for each type of bus used (Large, Small, or Metroflex). Each route shall be charged fuel and tire expense for the same type of bus used (Large, Small or Metroflex) in the proportion of route miles per type of bus to total system miles for the same type of bus.

C. Indirect Operating Expenses - Indirect operating expenses shall be allocated to each route on the ratio of route miles to total system miles for the same type of bus used (Large, Small, or Metroflex). Indirect operating expenses include all expenses except direct labor and fuel and tire expense, such as maintenance cost, vanpool operations, administrative and overhead expense, and a contribution to self-insured reserves for revenue vehicle and workers compensation.

D. Estimated Net Income or Loss - Intra-City Routes - Estimated net income or loss for each route shall be calculated by subtracting total fare revenue for each route from the total operating expenses for each route.

E. Allocation of Net Income or Loss on Inter-City Routes.

1. Suburban Express Routes

- a. A suburban express route is a route or portion of a route that is designed to serve inter-city passengers and suburban community intra-city passengers, and does not serve Kansas City, Missouri, intra-city passengers.
- b. Net income or net losses of inter-city routes shall be prorated among the subsidizing jurisdictions by calculating the net loss per passenger (total operating expense less total fare revenue) and then multiplying the net loss per passenger by the number of passengers boarding in each jurisdiction.

2. Local Service Inter-City Routes

- a. A local service inter-city route is a route designed to serve Kansas City, Missouri, intra-city passengers, as well as inter-city passengers and suburban community intra-city passengers.
- b. Revenue shall be credited among subsidizing jurisdictions by assigning intra-city passenger revenue to the jurisdiction in which the trips are made. Inter-city passenger revenue shall be assigned by calculating the revenue per inter-city passenger and then by multiplying the revenue per inter-city passenger by the number of inter-city passengers boarding in each jurisdiction.
- c. Operating costs shall be allocated among subsidizing jurisdictions as follows:
 - (1) Direct labor costs shall be allocated on the basis of operator cost per hour of service multiplied by the actual time operated in each jurisdiction.
 - (2) Fuel and tire expense in the proportion of miles in each jurisdiction to total system miles.

- (3) Indirect operating expense in the proportion of miles in each jurisdiction to total system miles.
 - d. The Net Income or Loss for each jurisdiction is calculated as the sum of direct labor cost, fuel and tire expense, and indirect operating expense, less passenger revenue credit.
- F. Capital Expense** - Each jurisdiction will be charged capital expense, prorated on community miles to system miles, to be used for the acquisition of buses, facilities and other equipment. The capital charge may be used for the purchase of vans for a vanpool operation that will facilitate in providing a regional transit system. Such vanpool operation must provide service to or from the Community that is reasonable when compared to the amount of the Community's capital contribution for the vans.
- G. Enclave Communities** - Local service inter-city routes operating from a part of Kansas City, Missouri, through another jurisdiction and into another portion of Kansas City, Missouri, will be treated differently for the allocation of Net Income or Loss. The Net Income or Loss for the intermediate (enclave) jurisdiction will be based on 50% of the calculated cost for that jurisdiction per Item "E". The remaining 50% of the calculated cost within the intermediate jurisdiction will be allocated to Kansas City, Missouri.
- H. For Service Implemented After December 31, 1997** – Service implemented after December 31, 1997, that is above the service level that exists as of December 31, 1997, will be allocated costs as stated in other sections of this Attachment, except for Indirect Operating Expenses. Indirect Operating Expenses shall be allocated to such service based on 45 percent of the ratio of route miles to total system miles for each type of bus. Indirect Operating Expenses include all expenses except direct labor and fuel and tire expense; such as maintenance cost, vanpool operations, administrative and overhead expense, etc.

**Twelve-Month Contract
November 1, 2016 – October 31, 2017**

ATTACHMENT "B"

CITY OF RAYTOWN

CONTRACT SERVICE

One route will provide service within the Raytown city limits. Service, including peak and mid-day is as follows:

Route #253--Raytown Circulator provides demand-response service throughout all of Raytown and parts of Kansas City, Missouri, Monday through Friday, 6:00 a.m. to 10:00 a.m. and 2:30 p.m. to 6:30 p.m. Service will be provided with 1 bus. Reservations may be requested by calling the KCATA "Metroflex" office at (816) 346-0802.

- **Full Fare:** \$1.50 one-way fare/\$50 monthly pass
- **Reduced Fare:** \$0.75 reduced one-way fare/\$25 reduced monthly pass
 - Reduced fares are available for Medicare Cardholders, youths 12 to 18 years of age, seniors 65 years old and over, and persons with disabilities. One must present a Metro Reduced Farecard or Medicare Card to purchase a reduced fare or a reduced fare monthly pass. Applications for the Metro Reduced Farecard are available through calling (816) 221-0660.

ATTACHMENT "C"

PERFORMANCE MONITORING

1. The KCATA agrees to provide timely information on all transit related matters affecting the City to the City's designated transit liaison.
2. The KCATA and the City will work together to seek additional funding opportunities to support transit service in Raytown.

**CITY OF RAYTOWN
Request for Board Action**

Date: January 5, 2017

Resolution No.: R-XXXX-17

To: Mayor and Board of Aldermen

From: Ray Haydaripoor, Interim Development & Public Affairs Department

Department Head Approval: _____

Finance Director Approval: _____ (only if funding is requested)

City Administrator Approval: _____



Action Requested: Approval of a Resolution approving and authorizing the execution of an Agreement with Truman Heritage Habitat for Humanity for operation of a minor home repair program.

Analysis: The Agreement proposed would enable the City of Raytown to partner with the Truman Heritage Habitat for Humanity to implement a minor home repair program. The implementation of the minor home repair program would provide another 'tool' for the Development & Public Affairs Department to use as part of the City's neighborhood revitalization program. The program would provide assistance to low-moderate income homeowners who are financially unable to correct the following types of property maintenance code violations on their property.

- Exterior Painting;
- Roof Repair and Replacement;
- Repair Decks and Porches;
- Repair Driveways;
- Repair and Replace Flashing and Guttering;
- Repair and Replace Siding;
- Tree Trimming for House Safety; and
- Yard Cleanup.

Total repair costs per house could not exceed \$3,000.00. Homeowners needing to make repairs to address City code violations would be informed of the availability of this program by the Development & Public Affairs Department when discussing specific code violations listed above. Homeowners expressing an interest in this program would be referred to staff at Truman Heritage Habitat for Humanity who is experienced working with homeowners to meet their needs. Homeowners would only qualify for this program if their annual household income does not exceed 80% of average median income. No repayment would be required by homeowners who have an annual income less than 25% of the average median Income.

Homeowners with a household income of between 25% and 80% of the average median income receiving this assistance will be required to repay the cost of the repairs by making a small monthly payment, which would be collected by the Truman Heritage Habitat for Humanity. Loans would be at zero percent interest for a period of up to seven years. The funds collected would then be placed in a Raytown Minor Home Repair Account for future use in this program or returned to the City upon request.

The proposed program would use volunteers from local churches and other organizations to lower labor costs. A construction supervisor from Truman Heritage Habitat for Humanity would manage each project and supervising volunteers.

There is \$20,000.00 in the City's current fiscal year budget for this program. In addition to this funding, Truman Heritage Habitat for Humanity has many national sponsors that donate materials as gifts in kind. Examples of this include paint which is donated from Valspar. Other partners include CertainTeed, Dow, Cree, Whirlpool and many others. Also, paragraph 3 in Appendix B states that volunteer time and donated materials will not be included as part of the project cost. As noted on page 4 in attached Agreement, when a resident is served through this program they may not receive services again for a period of 5 years.

Alternatives: Not approve the resolution approving the agreement.

Fiscal Impact: \$20,000.00 is budgeted for this program in the Fiscal Year 2016-2017 budget.

Budgetary Impact:

- Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

2016 AGREEMENT FOR

**“A Brush with Kindness”
Minor Home Repair Program**

By and Between the

City Of Raytown

and

Truman Heritage Habitat for Humanity

Dated: November 29, 2016

**AGREEMENT BETWEEN THE CITY OF RAYTOWN, MISSOURI
AND
TRUMAN HERITAGE HABITAT FOR HUMANITY
FOR**

City of Raytown “A Brush With Kindness Program”

THIS AGREEMENT is effective November 29, 2016, by and between the City of Raytown, Missouri, (herein called the “Grantor”) and Truman Heritage Habitat for Humanity, a Missouri not-for-profit corporation, (herein called the “Grantee”).

WHEREAS, the City of Raytown wishes to implement a minor home repair program for income eligible Raytown homeowners; and

WHEREAS, the City of Raytown has budgeted \$20,000 for a minor home repair to assist low-moderate income homeowners with exterior home, and property, repairs and improvements; and

WHEREAS, a minor home repair program will improve neighborhood property conditions, remove blight, assist homeowners in responding to property code violations and safety hazards in regards to their residence; and

WHEREAS, Truman Heritage Habitat for Humanity has been selected and approved to assist the City of Raytown in utilizing budgeted funds to provide home repair services for the benefit of qualifying low and moderate income households in Raytown;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICE

A. Activities

1. The Grantee will be responsible for administering a program entitled Raytown “A Brush with Kindness” (ABWK) from the execution date of this Agreement to October 31, 2017 in a manner satisfactory to the Grantor and consistent with any standards required as a condition of providing these funds as set forth in this Agreement. This program will provide up to \$3,000 no interest loans or grants (or loans with discounted repayments) to low-to-moderate income homeowners for necessary repairs on their houses. Loans and grants shall be approved in accordance with Exhibit A of this Agreement on a first come, first served basis for eligible households. City of Raytown funds will be used to provide for direct home repair costs, as well as, salary and costs for the Grantee and certain other operating expenses, based on the budget in Exhibit B of this Agreement.

B. Levels of Accomplishment

The Grantee agrees to provide ABWK program services to a minimum number of five low and moderate income households (ie \$20,000 overall program budget divided the maximum cost/house of \$3,000= 6 households minimum). More than five households may be served based on the actual program service costs of the first five households served. As many households as possible will be served up to program service costs of \$20,000. The Grantee shall submit reports to the Grantor on the last day of each month the Agreement is in effect on the number of households requesting assistance, the number and location of each household approved with the scope of project, project cost information and the number and location of each project completed with a description of completed project scope, detailed project cost, a narrative of the need and benefits related to the service provided to the homeowner and other information the City may request. A detailed final report will be provided to the City on final program activities and accomplishments prior to the closeout of the Agreement.

C. Performance Monitoring

The Grantor will monitor the performance of the Grantee against goals and performance standards required herein. Substandard performance as determined by the Grantor will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Grantee within thirty (30) days after being notified in writing by the Grantor, Agreement suspension, termination procedures, or disqualification for future funding may be initiated.

D. Monitoring Site Visits

In addition to the reporting requirements, the Grantee may be subject to at least one site visit by the Grantor during the term of this Agreement, at which time all documentation, files, and other material related to this Agreement and the operation of any activity described in APPENDIX A to this Agreement shall be made available for review and inspection by the Grantor. The Grantor may visit any of the project sites at any time.

II. TIME OF PERFORMANCE

Services of the Grantee shall start on November 29, 2016 and end by October 31, 2017. The term of this Agreement and the provisions herein shall be extended as needed upon mutual agreement between the Grantor and the Grantee.

III. BUDGET

The Grantee hereby agrees to follow the budget submitted with this Agreement as described and detailed in APPENDIX B Budget as closely as possible. Due to the nature of the actual work being conducted, there may be differences in actual line item expenditures (eg. greater contracted work due to needs for trimming large branches overhanging houses) and the budget, but in no case

shall grantee administrative costs exceed twenty percent of the total budget. The Grantee agrees to diligently report and document all expenditures for which reimbursement is sought in accordance with this Agreement. Any amendments to this budget must be submitted to and approved in writing by the Grantor. The Grantor shall have the authority to approve or deny any budget amendment. The Grantee agrees to obtain three bids for contracted work and award the contract to the lowest and most responsive bidder.

IV. PAYMENT

It is expressly agreed and understood that the total amount to be paid by the Grantor under this Agreement shall not exceed the amount listed in APPENDIX B to this Agreement (ie. \$20,000).

Payment to the Grantee shall be subject to the prior receipt by the Grantor of documentation reasonably required by Grantor certifying that the Grantee has actually performed the work and/or expended the time and project costs claimed for services under this Agreement, and that Grantee is actually entitled to receive the amount of compensation requested. The Grantor is responsible for invoicing the City directly at least quarterly after the services are rendered. The City shall have thirty (30) days to process payment.

Grantee documentation accompanying requests for reimbursement shall include contractor bids and invoice, contractor lien waivers, before and after pictures of the work done, Grantee time sheets and volunteer hours for each project site.

V. NOTICES

Notices required to be given in writing under this Agreement shall be effective when delivered personally to the Addressee or when forty-eight (48) hours have elapsed after the notice is deposited in the United States mail in a sealed envelope with registered or certified mail postage prepaid thereon, addressed to the party which notice is being given. Such addresses may be changed by either party upon notice to the other party given as provided in this section. At the date of execution herein the addresses of the parties are as follows:

| <u>City of Raytown</u> | <u>Truman Heritage Habitat for Humanity</u> |
|------------------------------------|---|
| Mark Loughery | Nancy McPheeters |
| Interim City Administrator | Interim CEO |
| 10000 East 59 th Street | 505 North Dodgion Street |
| Raytown, Missouri 64133 | Independence, Mo 64050 |
| 816-737-6000 | 816-461-6551 |

VI. SPECIAL CONDITIONS

A. Non-profit, Tax Exempt Organization

The Grantee certifies that it is a non-profit organization and tax exempt pursuant

to Internal Revenue Code Section 501(c)(3).

VII. GENERAL CONDITIONS

A. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Grantee shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantor shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance.

B. Hold Harmless

The Grantee shall hold harmless, defend and indemnify the Grantor from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Grantee's performance or nonperformance of the services or subject matter called for in this Agreement, including reasonable court costs and attorney fees.

C. General Release

Upon completion of the work, the Subrecipient does hereby release and discharge the Grantee from any and all claims, liabilities, demands, suits or causes of action for damages, expenses, attorneys fees or any other type of relief arising out of the care, maintenance, operation, and control of the CDBG funded activities by the Grantee, its successors and/or assignees.

D. Insurance & Bonding

The Sub-recipient shall carry insurance of at least \$1,000,000.00 commercial general liability insurance, naming the City of Raytown as an additional insured.

All contractors/subcontractors engaged by the Grantee pursuant to this agreement shall carry commercial general liability insurance in the amount of \$250,000.000, naming the City of Raytown as an additional insured.

The Grantee shall submit proof of the insurance requirements set forth herein to Grantor upon its request.

E. Grantor Recognition

The Grantee shall insure recognition of the role of the Grantor in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Grantee will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

F. Amendments

The Grantor or Grantee may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed

in writing, signed by a duly authorized representative of both organizations, and approved by the Grantor's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantor or Grantee from its obligations under this Agreement.

The Grantor may, in its sole discretion, unilaterally amend this Agreement to conform with federal, state, or local governmental guidelines, policies, and available funding amounts, or for other reasons. If such amendments result in a change in the scope of services or schedule of the activities to be undertaken as a part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantor and Grantee.

G. Suspension or Termination

1. Termination: In the event that the Grantee fails to comply with any term of this Agreement, the Grantor may suspend or terminate this Agreement, in whole or in part, or take other remedial action in accordance with this Agreement.

Either party may terminate this Agreement for convenience by giving a minimum of thirty (30) days written notice to the other party. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the Grantee under this Agreement shall, at the option of the Grantor, become the property of the Grantor, and the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to termination if such efforts were to be initially compensated.

Should the Grantor desire to terminate this Agreement for noncompliance, it shall first give written notice of the reason for proposed termination. The notice shall set forth the following:

- a. Reasonable description of the default/reason for termination;
- b. Demand for a cure; and
- c. Statement of reasonable time within which a cure must be affected. Such reasonable time will be presumed to be not less than five, nor more than fifteen, business days. Such times shall be measured from the actual receipt of said notice.

If the Grantee cures the default within the reasonable period of time set forth in the notice, or as otherwise agreed between the parties, the Grantor shall not terminate the Agreement and the written notice of proposed termination shall be deemed revoked, null and void.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Grantee agrees to adhere to accounting principles and procedures, and adequate internal controls; and maintain necessary source documentation for all costs incurred in accordance with accounting principles generally accepted in the United States of America.

B. Documentation and Record-Keeping

1. Records to be Maintained

The Grantee shall maintain all records that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken; and
- b. Records required to determine the eligibility of the activity(-ies);

2. Retention

The Grantee shall retain all records pertinent to expenditures incurred under this Agreement for a period of five (5) years after the termination of all activities funded under this Agreement. If there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever occurs later.

3. Client Data

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility. Such information shall be made available to the Grantor's designee for review upon request.

4. Disclosure

The Grantee understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the Grantor's or Grantee's responsibilities with respect to services provided under this Agreement, is prohibited unless written consent is obtained from such person receiving said services.

5. Close-Outs

The Grantee's obligation to the Grantor shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantor), and determining the custodianship of records.

6. Audits & Inspections

All Grantee records with respect to any matters covered by this Agreement shall be made available to the Grantor at any time during normal business hours, as often as the Grantor deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee. Failure of the Grantee to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments or termination of this Agreement by Grantor. The Grantee hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy and practices.

C. Reporting Requirements

1. Program Income

In the event that the Grantee generates program income as a result of funds paid under this Agreement by clients served by the program, then the Grantee shall pay such program income to the Grantor upon demand. The Grantee will maintain all program income received in a separate account. Any program income held by the Grantee at the time of the expiration of this Agreement or generated after the expiration of this Agreement will be paid to the Grantor at such time as it is received by the Grantee.

2. Payment Procedures

The Grantor will pay to the Grantee funds available under this Agreement based upon information submitted by the Grantee and consistent with the approved budget. The Grantee reimbursements may only be submitted following the procedures identified herein. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Grantee based on monthly invoices submitted by the Grantee and approved by the Grantor.

3. Progress Reports

The Grantee shall submit monthly progress reports to the Grantor in the form and with content as reasonably required by the Grantor.

IX. ENVIRONMENTAL CONDITIONS

A. Environmental Review

The Grantee to comply with all local, state and federal associated statutes, laws and authorities related to the activities described in this Agreement; and to coordinate completion of an environmental review process with the Grantor for each scope of work for a particular site prior to a commitment of funding for such project. Such a review will include lead paint abatement, asbestos abatement, historic preservation, and other relevant environmental factors that could affect health, safety and preservation of the property. The Grantor will approve each scope of work and each environmental review prior to work being conducted at a specific site.

X. SUBCONTRACTS

All subcontracts awarded or entered into by the Grantee pursuant to this Agreement shall contain follow the provisions in Exhibit A, attached hereto and incorporated by reference herein, and shall be subject to the provisions contained therein.

XI. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

[Grantor]

BY: _____

Date: _____

Mark Loughery
City of Raytown
Interim City Administrator

[Grantee]

BY: _____

Date: _____

Nancy McPheeters
Truman Heritage Habitat for Humanity
Interim CEO

ATTEST: _____

Teresa Henry, City Clerk

Date: _____

APPROVED AS TO FORM

Joe Willerth, Contract City Attorney

Date: _____

ATTACHMENT A

Raytown “A Brush with Kindness” (ABWK) Program Guidelines

1. Eligible ABWK Services

Raytown ABWK services include:

- Exterior Painting
- Roof Repair and Replacement
- Repair Decks and Porches
- Repair Driveways
- Repair and Replace Flashing and Guttering
- Repair and Replace Siding
- Tree Trimming for House Safety
- Yard Cleanup

The Construction Program Manager shall approve a detailed ABWK scope of work for each home consistent with the above list of approved services. The Construction Program Manager will determine if work is cost effective, safe and feasible for Truman Heritage Habitat for Humanity (THHFH) to undertake. This determination will be the basis for the ABWK scope of work for specific homes consistent with the list above. Prior to project start, the scope of service and estimated project costs will be provided to the City for review and approval.

The Construction Program Manager will be responsible for assuring all federal, state and municipal laws and regulations are adhered to in the performance of ABWK work, including lead paint and asbestos abatement.

Raytown ABWK services will not include:

- Weatherization
- Work Inside The Home

Based on City of Raytown direction, minor changes or additions to the list of eligible ABWK services may be made.

The cost of ABWK services provided for any single household cannot exceed \$3,000.

2. Eligible Homes to Receive ABWK Services

Raytown ABWK services may be provided for income eligible, owner-occupied households within the City limits of Raytown. To be eligible, total annual household income must not exceed 80% of average median income (AMI) for Jackson County as published by the U.S. Department of Housing and Urban Development (HUD). There is no limitation associated with the age of the home.

ABWK services will be provided on a first come, first served basis. "First come" will be based on receipt by THHFH of a qualifying program application.

Raytown ABWK services will not be provided for:

- Mobile Homes

3. Raytown ABWK Selection Criteria

Household selection criteria will be based on the need of the family, ability to pay and willingness to partner.

- a. Need. Program applicants will submit an application for minor home repair services from a list of eligible Raytown ABWK measures. The need for eligible each of the submitted minor home repairs as defined in this policy will be determined by the Construction Director in consultation with the homeowner.

Household income must not exceed the maximum allowable limits defined in Section 2 of this policy.

- b. Ability to Pay. To qualify under this criterion, the family must present evidence of sustained income that will enable repayment.

There will be no discrimination against families being assisted financially by the government for disabilities or on pensions (i.e. SSI or Worker's Compensation, if it is long term). A credit check will be performed and credit references may be contacted. At least one homeowner credit bureau check will be required for each ABWK project.

- (1) Debt to Income Ratio

If household debt payments do not exceed 36% of the family's gross monthly income, then repayment of ABWK project costs will be required. If it is determined that the household budget exceeds the 36% debt to income ratio then a financial burden on the household would result from repayment and therefore no repayment will be required. Any such waiver shall be justified in writing, maintained in the file, and presented to the THHFH Board of Directors and the City of Raytown. Repayment is also not required if annual household income is less than 25% AMI. If repayment is required, then criteria in subsections (2) and (3) below must be met.

- (2) Monthly Payment Consistency

This repayment criterion is met if the family has demonstrated the ability to make regular payments for rent, utilities and other obligations, or the family can demonstrate an intention to pay debts revealed by a credit card report by providing a documented plan approved by each creditor to repay such debts.

- (3) Bankruptcy, Liens, Judgments, Debt Ceilings

This repayment criterion is met if all of the following apply to the family:

- The family is not involved in bankruptcy proceedings in the previous twelve months,
- The family has no liens or judgments against them that cannot be cleared prior to ABWK project start date; and
- The family has had no foreclosures in the last twelve months

c. Willingness to Partner. This ABWK program criterion is met if the family demonstrates willingness to partner and ability to complete the sweat equity commitment. The following are factors to be used in determining whether families are willing to partner with THHFH:

- The family completed the application and provided supporting documentation in a timely manner.
- The family engaged in personal interviews, including a home visit.
- The family signed necessary releases of information to certify their ability to pay.
- The family signed the Applicant Agreement, including agreed on sweat equity hours.

For Raytown ABWK projects, the minimum amount of sweat equity is 10 hours, of which 4 hours should be accomplished prior to the completion of the ABWK service for the home.

- Each partner family will meet with its advocate(s) and make a detailed plan for accomplishing sweat equity hours. Homeowners may have one helper or, if the homeowner is unable, up to two helpers per hour as agreed to with the THHFH Volunteer Coordinator. Homeowners will be responsible for the completion of timecards documenting sweat equity hours. Homeowners will not receive credit for undocumented sweat equity hours.
- The THHFH Family Services Committee may modify sweat equity requirements on a case-by-case situation when required by special circumstances or restriction.

4. Volunteers

Raytown ABWK projects will be conducted by volunteers organized and supervised by THHFH staff whenever feasible and safe to do so. The age of all ABWK volunteers should meet HFHI guidelines as well as federal, state and municipal laws and regulations pertaining to youth labor. THHFH policy is:

- a. No one under age 16 may work on any ABWK project. Furthermore, no one under the age of 16 is allowed on an ABWK work site while work is going on. Such children who may wish to assist are encouraged to find other ways that they can assist the ABWK project.

- b. Youth age 16-17 may perform general construction work on the site including painting and yard cleanup, but may not participate in hazardous construction activities including activities considered by federal regulations to be too hazardous for children. This includes demolition, roofing, excavating, working from a height of six feet or more and the use of power tools and motor vehicles.
- c. Youth age 16-17 will be supervised by responsible adults at a ratio of not less than one adult per four youth.
- d. No youth age 16-17 can engage in activities where the youth could be exposed to asbestos or lead paint hazards.
- e. Any volunteer who is at least 18 years of age may do any of the tasks assigned by the crew leader or THHFH construction site supervisor.
- f. The THHFH construction site supervisor may take action to remove from the site any youth, or other person, who through inattention or other inappropriate behavior, endangers the safety or hinders the progress of himself/herself or others on the site.

Construction rules and safety rules included in the THHFH approved Construction Site Safety Policy will be applicable to ABWK projects.

5. Cost Model

This cost model applies in cases where repayment by homeowners is required. THHFH will provide a zero percent interest loan to the homeowner for a period up to seven (7) years to recover all costs of the ABWK project. The THHFH CEO may require a down payment of \$50 for ABWK program participants. The THHFH CEO may allow a prepayment discount of 10 percent for homeowners who pay the full cost up front.

6. Miscellaneous ABWK Policies

- a. When a residence is served through the Raytown ABWK project, the same residence may not receive additional Raytown ABWK services for a period of five (5) years.
- b. To participate in Raytown ABWK service, the homeowner must sign an Agreement with THHFH which documents all the information required to determine family selection criteria, sets sweat equity requirements and includes a statement that the homeowner does not intend to sell or move from the home in the next five years.
- c. For ABWK services which require homeowner repayment, the THHFH CEO will include in the Homeowner Agreement a repayment schedule at zero percent interest appropriate for the cost of the project. The amount of the

monthly repayment and length of term of the repayment (up to seven years) will be based on household income, type of project, actual cost as agreed to by the homeowner. The homeowner will be required to sign a promissory note based on the repayment terms.

Raytown ABWK Program 2016-2017 Budget

| <u>Line Item</u> | <u>Description</u> | <u>Amount</u> |
|---|---|-----------------|
| <u>Project Management</u> | Includes program implementation/management such as 1) creating program forms, 2) program coordination between Habitat and City administrative staff, 3) working with IPL homeowners, 4) program recordkeeping and reporting. | \$1,000 |
| <u>Construction Labor</u> | Includes construction labor and volunteer supervision; contracted work for tree trimming, gutter repair/replacement, roof repair, etc; materials and supplies such as paint supplies, yard cleanup supplies, and siding, wood for repairs, etc. | \$16,000 |
| <u>General Administration(15%)</u> | Covers all administrative costs associated with the project including office supplies, administrative staff time, vehicle costs, office space, insurance, use of tools/equipment and various other overhead expenses. | \$3,000 |
| <u>Total Program Budget</u> | | \$20,000 |

NOTES:

1. Actual costs are based on the work completed for each eligible project site. Therefore line item actual expenses may vary from the budget since actual scope of work is unknown prior to the start of the "ABWK" program. Each month Truman Heritage Habitat for Humanity will submit invoices with actual costs and a comparison with budgeted costs. A scope of work description and detailed cost estimates for each proposed project will be submitted to the City for review and comment prior to the implementation of work.
2. In no case will costs reimbursed by the City exceed \$20,000.
3. All actual costs for individual projects will be subject to reimbursement by non-exempt homeowners per Attachment A to the executed Agreement, including the program administrative cost line item at 15%. Volunteer time and donated supplies will **not** be included as part of the project cost. THHFH makes every effort to use volunteers and donated supplies (such as paint) as much as possible.
4. Construction materials and supplies will be charged to the project based on the cost of the materials and supplies to THHFH.
5. All direct THHFH personnel costs will be documented by time sheets that will be provided to the City upon request.
6. All contracted work will be documented with bids, bid awards and contractor invoices that will be provided to the City upon request.



City of Raytown – Public Works Department

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

MEMORANDUM

To: Board of Aldermen
From: Kati Horner Gonzalez
Director of Public Works
Date: January 5, 2017
Subject: City Hall Roof Replacement Project

Background

The City Hall roof replacement project went out to bid on Monday, November 14th. This will be a full roofing material removal and replacement. The roofing contractor must coordinate their work with the City's HVAC contractor that will be removing and replacing the roof top units this coming spring. The Public Works department has \$450,000.00 budgeted for this roofing project.

Bids were opened at 2:00 p.m. on Tuesday, November 29th. The low base bid was Delta Innovative Services coming in at \$287,706.00; the recommended contingency item to include is the ladder removal and replacement. Public Works will request and recommend the approval of the contract with Delta Innovative Services in an amount not to exceed \$335,000.00 which is approximately a 15% contingency.



BID RESULTS

2017 Raytown City Hall Roof Project

2:00pm, November 29, 2016

| | CONTRACTOR | Base Bid |
|----|--|-----------------|
| 1. | Delta Innovative Services Inc. | \$287,706.00 |
| 2. | Kirberg Company | \$310,406.00 |
| 3. | The Quality Roofing Company | \$332,566.00 |
| 4. | Cornell Roofing & Sheet Metal Co. | \$368,306.00 |
| 5. | Flynn Group of Companies | \$388,775.00 |

Bid Tabulation

2017 Raytown City Hall Roof Project

2:00pm, November 29, 2016

| | | | 1. | | 2. | | 3. | | 4. | | 5. | |
|-----------------------------|-----------|------|---------------------------|---------------|----------------------|---------------|-------------------------|---------------|----------------------|---------------|----------------------|---------------|
| | | | Delta Innovative Services | | Kirberg Company | | Quality Roofing Company | | Cornell Roofing | | Flynn Midwest, LP | |
| Description | Est. Qty. | Unit | Bid Unit Price | Bid Price | Bid Unit Price | Bid Price | Bid Unit Price | Bid Price | Bid Unit Price | Bid Price | Bid Unit Price | Bid Price |
| 1. Roof Replacement | 20,000 | SF | \$ 9.25 | \$ 185,000.00 | \$ 10.495 | \$ 209,900.00 | \$ 11.625 | \$ 232,500.00 | \$ 13.120 | \$ 262,400.00 | \$ 14.321 | \$ 286,429.00 |
| 2. HVAC Unit Metal Receiver | 4 | EA | \$ 800.00 | \$ 3,200.00 | \$ 250.00 | \$ 1,000.00 | \$ 140.00 | \$ 560.00 | \$ 1,600.00 | \$ 6,400.00 | \$ 710.00 | \$ 2,840.00 |
| X. WTI / Tremco Materials | 1 | LS | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 | \$ 99,506.00 |
| TOTAL BASE BID: | | | \$ 287,706.00 | | \$ 310,406.00 | | \$ 332,566.00 | | \$ 368,306.00 | | \$ 388,775.00 | |

Contingency Items:

| | | | | | | | | | | | | |
|---|---|------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 3. Interior Ladder Rem. & Reinstall | 1 | EA | \$ 2,600.00 | \$ 2,600.00 | \$ 5,800.00 | \$ 5,800.00 | \$ 6,000.00 | \$ 6,000.00 | \$ 4,225.00 | \$ 4,225.00 | \$ 6,520.00 | \$ 6,520.00 |
| 4. Bulb "T" Gypsum Deck Replacement (2x4 panel) | 1 | per panel | \$ 176.00 | \$ 176.00 | \$ 600.00 | \$ 600.00 | \$ 400.00 | \$ 400.00 | \$ 250.00 | \$ 250.00 | \$ 400.00 | \$ 400.00 |
| 5. Wood Blocking Replacement | 1 | per brd ft | \$ 4.25 | \$ 4.25 | \$ 5.00 | \$ 5.00 | \$ 5.00 | \$ 5.00 | \$ 4.50 | \$ 4.50 | \$ 4.25 | \$ 4.25 |
| 6. Drain Clamping Ring Replacement | 1 | EA | \$ 125.00 | \$ 125.00 | \$ 225.00 | \$ 225.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 250.00 | \$ 250.00 | \$ 225.00 | \$ 225.00 |
| 7. Drain Bowl Replacement | 1 | EA | \$ 2,500.00 | \$ 2,500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 3,000.00 | \$ 3,000.00 | \$ 2,500.00 | \$ 2,500.00 | \$ 1,550.00 | \$ 1,550.00 |



City of Raytown – Public Works Department

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

MEMORANDUM

To: Board of Aldermen
From: Kati Horner Gonzalez
Director of Public Works
Date: January 5, 2017
Subject: Historic Route Retracement and Rock Island Trail Updates

Background

There are two regional projects that are currently in motion that will directly impact the City of Raytown: The Historic Route Retracement Project which is led by the National Parks Service and the Rock Island Corridor Trail and Transit Project led by Jackson County and the Kansas City Area Transit Authority. These two projects, while completely separate initiatives, will intersect in the heart of the Raytown Downtown.

The purpose of this discussion will be to give updates on each separate project so that the Board of Aldermen is up-to-date on the goals, needs, and status of these projects as well as how these projects will impact the City.