

**CITY OF RIVERSIDE COUNCIL AGENDA
RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREET**

Monday, January 23th, 2016 at 6:00 p.m.

6:00 PM Budget Work Session –

- **MMS Consultant – Washburn 2nd Street Paving Project**
- **Other Budget Items**

7:00 PM – Regular City Council Meeting

NOTICE TO THE PUBLIC:

This is a meeting of the City Council to conduct the regular business of the City. Every item on the agenda is an item of discussion and action if needed.

CALL MEETING TO ORDER: Mayor Schneider

- Pledge of Allegiance
- Roll Call

APPROVAL OF AGENDA:

1. Approve Consent Agenda

- 1a) Minutes from 01-09-17
- 1b) Expenditures 01-23-17

2. Committee Reports:

3. Citizens Comments:

This time is for items NOT on the agenda. Please notify the City Clerk if you wish to comment on an agenda item and you will be recognized when that item comes up. When citizens are recognized to speak, please approach the podium, spell your first and last name before proceeding. Citizens should refrain from addressing individual Council Members and should not expect a response to any questions. Time is limited to 3 minutes.

4. MMS Consultants

- **Highway 22 Concept**
- **Washburn & 2nd Street Paving**
- **Ella Street**
 - **Parking on Ella**
 - **Change Order**
 - **Pay Estimate**

5. Res #012317-01 “Change Order #11 – Ella Street” pg 8

6. Res #012317-02 “Cornerstone Excavating – Pay Request #8 – Ella Street” **pg 12**

7. Res #012317-03 “Engineering Contract for Washburn & 2nd St Paving Project” **pg 18**

8. Res #012317-04 “Library Services for FY 17-18” **pg 25**

9. PeopleService Monthly Report **pg 27**

10. Tax Abatements for Businesses and New Construction

11. Closing Comments

- City Staff Comments
- City Council Comments & Requests for Information

12. Adjourn Council Meeting

Approved: _____
Allen Schneider, Mayor

Date: _____

RIVERSIDE CITY COUNCIL MEETING; JANUARY 9, 2017

The Riverside City Council met for a budget work session on Monday, January 9, 2016 at 6:00pm. Capital Projects and equipment needs were discussed.

The Riverside City Council meeting opened at 7:02 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Rob Weber, via phone, Ralph Schnoebelen, Bob Schneider Jr., and Tom Sexton. Jeanine Redlinger was absent.

Motion by Sexton to approve agenda. Second by Schnoebelen, passed 4-0.

Motion by Schnoebelen to approve consent agenda, minutes, and expenditures. Second by Sexton, passed 4-0.

Citizens Comments; Mike Meinders addressed Council about changing entrance to Community Building for ADA compliance. Council will consider upgrades with the HWY 22 project.

Nathan Butler, Boy Scout Troup 235, returned to Council with details of his Eagle Scout project. Mayor will meet with Butler, and park staff on specific placement of message boards and mile markers before installation next spring.

Publication discussion was held with Jim Johnson, owner of the Kalona News, and Matt Brant of the Washington Evening Journal. Schnoebelen moved to pass Resolution #010917-01 Appointing The Kalona News as the Official Newspaper for the City of Riverside. Second by Sexton, passed 4-0.

Bill Stukey, PeopleService, Inc. presented repair options for Well #8 to the Council. Schneider moved to go with replacing motor, and airburst cleaning, at a bid of \$44,434.00 from Cahoy Pump Services, Inc. Second by Weber, passed 4-0.

Schneider moved to have MMS proceed with Concept Design for Hwy 22 Project for DOT approval. Second by Schnoebelen, passed 4-0.

Schneider moved to approve price quote of \$3210.00 to interface Tyler Software with the Neptune Meter Reading Software, with an annual maintenance fee of \$550.00. Second by Schnoebelen, passed 4-0.

Council Comments; Schnoebelen asked about letters to Ella Street residence. Clerk Young will get them out soon. He also relayed complaints of residents parking in alley. Schneider reminded staff of salary publications for 2016. Mayor set schedule of budget work sessions.

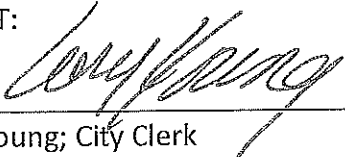
Schnoebelen moved to adjourn meeting at 8:31 pm. Second by Weber, passed 4-0.

Full content of Council Meetings can be viewed on the City Web Site;
www.cityofriversideiowa.com

City Council Work Session – Monday, January 16, 2017 at 6:00 pm.

City Council Work Session – Monday, January 23, 2017 at 6:00 pm.
NEXT CITY COUNCIL MEETING – Monday, January 23, 2017 at 7:00 pm.
City Council Work Session – Monday, January 30, 2017 at 6:00 pm

ATTEST:



Lory Young; City Clerk

Allen Schneider; Mayor

EXPENDITURES 1-23-17					
COUNCIL MEETING					
	UNPAID BILLS				
ABSOLUTE GRAPHICS	SIGN	001-5-650-6310	\$	20.00	
ARAMARK	CITY HALL	001-5-650-6310	\$	395.26	
ARAMARK	SHOP	001-5-210-6372	\$	331.12	
ARAMARK	STREETS	001-5-210-6181	\$	92.56	
ARAMARK	PARKS	001-5-430-6181	\$	92.56	\$ 911.50
BUSINESS RADIO	RVFD	001-5-150-6356	\$	2,823.00	
CITY SEWER	CITY HALL SEWER	001-5-650-6310	\$	162.50	
FASTTENAL	SHOP	001-5-210-6372	\$	11.55	
IOWA WORKFORSE DEV.	UNEMPLOYMENT-WATER	600-5-810-6140	\$	3,129.00	
IOWA WORKFORSE DEV.	UNEMPLOYMENT-SEWER	610-5-815-6140	\$	3,129.00	
IOWA 1 CALL	LOCATES	600-5-810-6507	\$	6.35	
IOWA 1 CALL	LOCATES	610-5-815-6507	\$	6.35	
ITECH	JAN SERVICE	001-5-650-6497	\$	155.00	
MEDIACOM	RVFD	001-5-150-6332	\$	138.72	
MMS	DEC SERVICE	600-5-810-6407	\$	684.50	
MMS	CAPITAL IMPROVEMENT	301-5-750-6779	\$	4,067.54	
MMS	SWEETING DRAINAGE	600-5-810-6407	\$	89.25	
MMS	PIONEER - HWY22	301-5-750-6785	\$	2,547.38	\$ 7,388.67
OFFICE EXPRESS	SUPPLY	001-5-650-6506	\$	509.96	
REC	SIGN	001-5-430-6371	\$	90.72	
REC	SEWER EXPENSE	610-5-815-6371	\$	4,198.40	
REC	SHOP	001-5-210-6371	\$	39.82	
REC	WATER PLANT	600-5-810-6371	\$	3,504.00	
REC	CASINO LIFT	610-5-815-6371	\$	188.00	
REC	TRAFFIC LIGHT	001-5-230-6371	\$	149.04	\$ 8,169.98
PAWS AND MORE	4TH QTR. CONTRIBUTION	001-5-190-6413	\$	126.00	
PEOPLESERVICE INC.	FEBRUARY SEWER	610-5-815-6500	\$	10,485.00	
PEOPLESERVICE INC.	FEBRUARY WATER	600-5-810-6500	\$	10,485.00	\$ 20,970.00
SCHNOEBELEN INC.	REPAIRS	110-5-210-6331	\$	844.59	
PITNEY BOWES	POSTAGE	600-5-810-6508	\$	250.00	
PITNEY BOWES	POSTAGE	610-5-815-6508	\$	250.00	\$ 500.00
RON'S AUTO BODY	RVFD	001-5-150-6356	\$	154.95	
VAN METER	RVFD	001-5-150-6310	\$	97.05	
US CELLULAR	DEC SERVICE	001-5-210-6373	\$	66.66	
VISA	UNIFORMS	001-5-210-6181	\$	29.67	
VISA	UNIFORMS	001-5-430-6181	\$	29.67	
VISA	USTREAM	001-5-650-6497	\$	99.00	
VISA	PARKS	001-5-430-6504	\$	27.84	
VISA	XMAS MEAL	001-5-520-6510	\$	178.28	
VISA	OFFICE	001-5-650-6506	\$	103.13	
VISA	CONFERENCE	001-5-650-6240	\$	141.12	\$ 608.71
WASHINGTON CO. AUDITOR	1ST QTR 2017 LAW ENFORCEMENT	001-5-110-6499	\$	13,042.75	
WASHINGTON CO. AUDITOR	1ST QTR 2017 COMMUNICATIONS	001-5-110-6490	\$	10,246.50	\$ 23,289.25
WINDSTREAM	SEWER - DEC	610-5-815-6373	\$	227.23	
WINDSTREAM	WATER - DEC	600-5-810-6373	\$	213.40	
WINDSTREAM	SHOP - DEC	001-5-210-6373	\$	125.79	\$ 566.42
YOTTY'S	SHOP	001-5-210-6372	\$	23.99	
	TOTAL UNPAID BILLS		\$	73,809.20	
	PAID BILLS				
IPERS	CONTRIBUTIONS - 2016 DEC		\$	1,806.35	
IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2016 DEC		\$	696.00	
IOWA DEPT OF REVENUE	IOWA SALES TAX - 2016 DEC		\$	1,742.44	
PAYROLL	PAYCHECKS - 2016 DEC		\$	12,354.63	
IRS	941 TAX DEPOSIT - 2016 DEC		\$	4,227.69	
	TOTAL PAID BILLS		\$	20,827.11	
	TOTAL EXPENDITURES		\$	94,636.31	
DEC. 2016 REVENUES & EXPENSES:		REVENUES	EXPENSES		
GENERAL FUND		\$ 35,035.50	\$ 46,365.02		
ROAD USE TAX FUND		\$ 9,181.96	\$ 2,513.17		
LOCAL OPTION SALES TAX		\$ 8,613.94	\$ -		
CASINO REVENUE RUND		\$ 155,436.31	\$ 5,618.41		
CAPITAL PROJECTS FUND		\$ -	\$ 63,842.09		
WATER FUND		\$ 26,988.70	\$ 23,999.19		
SEWER FUND		\$ 24,609.08	\$ 17,096.94		
GARBAGE/LANDFILL FUND		\$ 1,803.03	\$ 1,627.00		
STORM WATER FUND		\$ 1,437.68	\$ -		
TOTAL		\$ 263,106.20	\$ 161,061.82		

PACKET: 02919 EXPENDITURES 1-23-17 BL

VENDOR SET: 01 City of Riverside

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
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** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		610-5-815-6371	ELECTRIC & GAS	4,386.40	60,000	30,901.45	284,696	169,299.02
		610-5-815-6373	TELEPHONE	227.23	2,000	356.30	284,696	173,458.19
		610-5-815-6500	PEOPLE SERVICE CONTRACT	10,485.00	0	52,425.00- Y	284,696	163,200.42
		610-5-815-6507	OPERATING EXPENSES	6.35	6,000	3,829.10	284,696	173,679.07
		610-5-815-6508	POSTAGE - SEWER	250.00	3,500	2,410.00	284,696	173,435.42
		999-1330	DUE FROM OTHER FUNDS	73,809.20 *				

** 2016-2017 YEAR TOTALS 73,809.20

Handwritten note: 73,809.20 ✓ w/ legal Bq

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

** END OF REPORT **

CITY OF RIVERSIDE
MFD TREASURERS REPORT

12/20/2017

AS OF: DECEMBER 31ST, 2016

FUND	BEGINNING CASH BALANCE	M-F-D REVENUES	M-F-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	1,943,451.60	35,035.50	46,365.02	1,932,122.08	(10.00)	50.35	1,932,081.73
110-ROAD USE TAX	378,148.60	9,181.96	2,513.17	384,817.39	0.00	0.00	384,817.39
121-LOCAL OPTION SALES TAX	275,558.36	8,613.94	0.00	284,172.30	0.00	0.00	284,172.30
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	1,227,714.83	155,436.31	5,618.41	1,377,532.73	0.00	0.00	1,377,532.73
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-CAPITAL PROJECTS	126,075.99	0.00	63,842.09	62,233.90	0.00	0.00	62,233.90
600-WATER FUND	750,410.89	26,988.70	23,999.19	753,400.40	0.00	75.94	753,476.34
610-SEWER FUND	204,732.01	24,609.08	17,096.94	212,244.15	0.00	75.94	212,320.09
670-LANDFILL/GARBAGE	6,307.03	1,803.03	1,627.00	6,483.06	0.00	0.00	6,483.06
680-STORM WATER	23,837.60	1,437.68	0.00	25,275.28	0.00	0.00	25,275.28
GRAND TOTAL	4,936,236.91	263,106.20	161,061.82	5,038,281.29	(10.00)	101.53	5,038,392.82

*** END OF REPORT ***

Council Packet

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CITY OF RIVERSIDE

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1/20/2017

POOLED CASH REPORT (FUND 999)

AS OF: DECEMBER 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>					
001-1110	CHECKING ACCT-GENERAL FUND		1,943,451.60 (11,369.87)	1,932,081.73
110-1110	CHECKING ACCT-ROAD USE TAX		378,148.60	6,668.79	384,817.39
121-1110	CHECKING ACCT-LOST		275,558.36	8,613.94	284,172.30
125-1110	CHECKING ACCT-TIF		0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE		1,227,714.83	149,817.90	1,377,532.73
200-1110	CHECKING ACCT-DEBT SERVICE		0.00	0.00	0.00
301-1110	CHECKING ACCT-CAP PROJECTS		126,075.99 (63,842.09)	62,233.90
600-1110	CHECKING ACCT-WATER		750,410.89	3,065.45	753,476.34
610-1110	CHECKING ACCT-SEWER		204,732.01	7,588.08	212,320.09
670-1110	CHECKING ACCT-GARBAGE		6,307.03	176.03	6,483.06
680-1110	CHECKING ACCT-STORM WATER		<u>23,837.60</u>	<u>1,437.68</u>	<u>25,275.28</u>
TOTAL CLAIM ON CASH			<u>4,936,236.91</u>	<u>102,155.91</u>	<u>5,038,392.82</u>

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK		1,485,099.30	94,953.26	1,580,052.56
999-1112	PEOPLES BANK MONEY MARKET		2,079,052.62	1,500.91	2,080,553.53
999-1114	HILLS BANK		817,339.91	8,982.32	826,322.23
999-1115	CB FUND		15,232.82	11.00	15,243.82
999-1116	COMMUNITY BUILDING CD #18936		273,034.70	0.00	273,034.70
999-1117	COMMUNITY BUILDING CD#18975		<u>263,185.98</u>	<u>0.00</u>	<u>263,185.98</u>
SUBTOTAL CASH IN BANK - POOLED CASH			<u>4,932,945.33</u>	<u>105,447.49</u>	<u>5,038,392.82</u>

WAGES PAYABLE

999-2010	WAGES PAYABLE		(<u>3,291.58</u>)	<u>3,291.58</u>	<u>0.00</u>
SUBTOTAL WAGES PAYABLE			(<u>3,291.58</u>)	<u>3,291.58</u>	<u>0.00</u>
TOTAL CASH IN BANK - POOLED CASH			<u>4,936,236.91</u>	<u>102,155.91</u>	<u>5,038,392.82</u>

DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS		<u>4,936,236.91</u>	<u>102,155.91</u>	<u>5,038,392.82</u>
TOTAL, DUE TO OTHER FUNDS			<u>4,936,236.91</u>	<u>102,155.91</u>	<u>5,038,392.82</u>

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1/20/2017

POOLED CASH REPORT (FUND 999)

AS OF: DECEMBER 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>DUE TO POOLED CASH</u>					
001-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
110-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
121-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
125-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
145-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
200-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
301-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
600-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
610-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
670-2020		ACCOUNTS PAYABLE	0.00	0.00	0.00
660-2020		ACCOUNTS PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL DUE TO POOLED CASH			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 <u>DUE FROM OTHER FUNDS</u>					
999-1330		DUE FROM OTHER FUNDS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL DUE FROM OTHER FUNDS			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 <u>ACCOUNTS PAYABLE - POOLED CASH</u>					
999-2020		ACCOUNTS PAYABLE CONTROL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ACCOUNTS PAYABLE POOLED CASH			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

*** PROOF CASH BALANCES ***

(A)	(B)	(C)
CLAIM ON CASH 5,038,392.82	CLAIM ON CASH 5,038,392.82	CASH IN BANK 5,038,392.82
CASH IN BANK <u>5,038,392.82</u>	DUE TO OTHER FUNDS <u>5,038,392.82</u>	DUE TO OTHER FUNDS <u>5,038,392.82</u>
DIFFERENCE 0.00	0.00	0.00

*** PROOF ACCOUNTS PAYABLE BALANCES ***

(D)	(E)	(F)
AP PENDING 0.00	AP PENDING 0.00	DUE FROM OTHER FUNDS 0.00
DUE FROM OTHER FUNDS <u>0.00</u>	ACCOUNTS PAYABLE <u>0.00</u>	ACCOUNTS PAYABLE <u>0.00</u>
DIFFERENCE 0.00	0.00	0.00

*** END OF REPORT ***

RESOLUTION #012317-01

RESOLUTION APPROVING CHANGE ORDER #11 FOR THE ELLA STREET IMPROVEMENTS CONSTRUCTION PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this change order in the amount of \$22,934.45.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Change Order #11 for additional concrete work completed by All American Concrete on the Ella Street Improvements Project.

It was moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution on January 23rd, 2017.

Roll Call: Redlinger, Schneider, Sexton, Weber, Schnoebelen

Ayes:

Nays:

Absents: Schnoebelen

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 23rd day of January 2017.

Signed: _____

Allen Schneider, Mayor

Attest: _____

Lory Young, City Clerk



MMS Consultants, Inc.
Experts in Planning and Development Since 1975

1917 S. Gilbert Street
Iowa City, Iowa 52240
319.351.8282

mmsconsultants.net
mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

January 16, 2016

2245-012

**Ella Street Improvements
Change Order #11**

The following changes to the contract are requested for extra work to move forms at 6 locations and for other extra work completed on the project.

The work included in this change order is outlined below. The breakdown of costs for the extra work is attached. The contract change for the change in work is as follows:

ADD ITEMS

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
All American Extra Work	1 LS	\$22,934.45	\$22,934.45

Change to the Contract

This change order would add the above item to the contract and add \$22,934.45 to the contract amount.

Reason for changes

The extra work included with this change order is as follows:

Change forms, regrade, add extra rock

- SW Corner 4th and Ella
- NW Corner 4th and Ella
- SW Corner St. Mary's and Ella
- NW Corner St. Mary's and Ella
- SW Corner Blackberry and Ella
- NE Corner Blackberry and Ella

Intake Work

- PCC Intake at Alley between 2nd and 3rd Streets west side over flared end section
- PPC Concrete Around Area Intake on 4th Street north of 280 Ella Street

Retaining Wall

Retaining Wall against existing wall at 410 Ella Street

Remove and Replace Sidewalk

Remove and replace 27'x8'x6" sidewalk at 311 Ella Street, includes regrading and extra rock

Approved by:

Cornerstone Excavating

City of Riverside

2245012changeorder11.docx



P. O. Box 928
Washington, IA 52353
(319) 653-3957

Change Request

To: City of Riverside
60 North Greene Street
Riverside, IA 52327

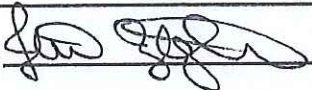
Number: AACI Time & Material Work
Date: 1/10/2017
Job: Ella Street Improvement Project
Job #: WAS013

Description: Time and material work for All American to remove sidewalks/forms/etc. and regrade and pour sidewalks and alleys per City of Riverside's request.

We are pleased to offer the following specifications and pricing to make the following changes:
Work completed on a T & M basis

Price Excludes:

Description	Quantity	Unit	Unit Price	Price
Reworking of sidewalks and dirveways per City request				
1 AACI Time and Material	1	LS	\$20,849.50	\$20,849.50
2 Cornerstone Excavating Inc mark-up (Bonds, overhead, etc.)	1	LS	\$2,084.95	\$2,084.95
Total:				\$22,934.45

Submitted by: 
Jim Ziegrowsky
Cornerstone Excavating, Inc.

Approved by: _____
Date: _____

Main Office
 319.627.2226 Phone
 319.627.7235 Fax



Estimating
 319.627.2221 Phone
 319.627.2227 Fax
 office@aaconcreteinc.com

1489 Highway 6, West Liberty, IA 52776

COST CHANGE BREAKDOWN

Project: Riverside Ella Street

Description: Sidewalk revisions, extra curb & gutter, etc.

Labor	Crew	Hrs	Hr Total	Rate	Task total
Foreman	1	23.0 hrs	23.0 hrs	\$ 75.00	\$ 1,725.00
Foreman OT	1	8.0 hrs	8.0 hrs	\$ 95.00	\$ 760.00
Laborer	1	143.0 hrs	143.0 hrs	\$ 60.00	\$ 8,580.00
Laborer OT	1	80.0 hrs	80.0 hrs	\$ 80.00	\$ 6,400.00
			254.0 hrs	Total	\$ 17,465.00

Materials	Qty	Rate	Total
Concrete	14 cy	\$ 92.00	\$ 1,288.00
Subbase Rock (delivered)	28 tons	\$ 14.00	\$ 392.00
Materials 15% markup	1 ls	\$ 252.00	\$ 252.00
		Total	\$ 1,932.00

Equipment	Hrs	Rate	Total
Mini-excavator	8.0 hrs	\$ 95.00	\$ 760.00
Skidloader	5.5 hrs	\$ 95.00	\$ 522.50
Dump Truck	2.0 hrs	\$ 85.00	\$ 170.00
		Total	\$ 1,452.50

T&M Total \$ 20,849.50

RESOLUTION #012317-02

RESOLUTION APPROVING PAY REQUEST #8 FROM CORNERSTONE EXCAVATING FOR ELLA STREET IMPROVEMENTS PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this pay estimate from Cornerstone Excavating for work performed and billed on Pay Request #8 for the Ella Street Improvements Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve this pay request to Cornerstone Excavating for the Ella Street Improvements Project in the amount of \$29,860.03.

Moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution on January 23rd, 2017.

Roll Call: Weber, Schneider, Sexton, Schnoebelen, Redlinger

Ayes:

Nays:

Absents: Schnoebelen

Signed: _____

Allen Schneider, Mayor

Attest: _____

Lory Young, City Clerk

Lory Young

From: Scott Pottorff <S.pottorff@mmsconsultants.net>
Sent: Monday, January 16, 2017 12:03 PM
To: Lory Young
Cc: g.meisner@mmsconsultants.net
Subject: Ella Street Pay Request and Change Order
Attachments: 2245012payrequest8.pdf; 2245012changeorder11.pdf; _Certification_.htm

Please find attached the sub final pay request (final quantities less retainage) and the final change order. Cornerstone has reviewed these and approved. They will be dropping off signed copies of these to you this week.

On the agenda the change order approval should be before the pay request as the pay request includes paying for the change order so it needs to be approved first.

After this the final pay request will be release of retainage and final acceptance.

Let me know if you have any questions.

[Sign up for our newsletter](#) – We promise short, meaningful updates just six times a year.



MMS Consultants, Inc.
Experts in Planning and Development Since 1975

Scott Pottorff, P.E.

Project Manager

Office: (319) 351-8282

Mobile: (319) 631-0365

S.pottorff@mmsconsultants.net

www.mmsconsultants.net

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CONSTRUCTION PROGRESS PAYMENT

Project Description

PN: 2245012

Ella Street Improvements

Contract Date

16-Oct-15

Contractor:

Cornerstone Excavating

Owner:

City of Riverside

Address:

P.O. Box 928

Address:

60 N. Greene Street

City, St., Zip:

Washington, Iowa 52353

City, St., Zip:

Riverside, IA 52327

Phone:

319-653-3957

Phone:

319-648-3501

Fax:

319-653-9067

Fax:

Estimate #

8
x

Partial Payment
Final Payment

FOR PERIOD:

FROM: 12/12/16

TO: 1/13/17

Owner PN

Federal PN

State PN

Base Contract Price	\$1,108,055.85
---------------------	----------------

Materials on Hand	\$ -
-------------------	------

Change #	1	\$10,182.60
Change #	2	\$11,000.50
Change #	3	\$5,738.25
Change #	4	\$650.00
Change #	5	\$2,000.00
Change #	6	\$10,496.25
Change #	7	\$16,816.40
Change #	8	\$8,131.60
Change #	9	\$0.00
Change #	10	\$2,420.00
Change #	11	\$22,934.45

Construction Completed	\$1,234,159.48
------------------------	----------------

Total Earned	\$1,234,159.48
--------------	----------------

Less Retainage	\$61,707.97
----------------	-------------

Less Previous Payment	\$1,142,591.48
-----------------------	----------------

Amount Due This Est	\$29,860.03
---------------------	-------------

Total Contract	\$1,198,425.90
----------------	----------------

Requested by:

Jim Zieglofsky

Approved by:

Title:

President

Title:

Date:

Date:

Recommended by:

Scott Pottorff

Attested by:

Title:

Project Engineer

Title:

Date:

Date:

MMS Consultants, Inc.
1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

Ella Street Improvements

Pay Estimate No.: 8
 Payable to: Comerstone Excavating
 Date: January 16, 2017
 Week Ending: January 13, 2017

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
1	Traffic Control	LS	1	\$15,700.00	15,700.00	-	-	1.00	15,700.00
2	Mobilization	LS	1	\$72,500.00	72,500.00	-	-	1.00	72,500.00
3	Clearing and Grubbing	LS	1	\$15,000.00	15,000.00	-	-	1.00	15,000.00
4	Off Site Topsoil	CY	500	\$34.00	17,000.00	-	-	740.00	25,160.00
5	Class 10 Excavation, Import	CY	U.P.O	\$15.00	-	-	-	-	-
6	Excavation, Class 13 ***	CY	2,070	\$10.95	22,666.50	-	-	2,070.00	22,666.50
7	Below Grade Excavation (Core Out)	CY	200	\$37.95	7,590.00	-	-	55.00	2,087.25
8	Subgrade Preparation	SY	6,038	\$1.80	10,868.40	-	-	6,038.00	10,868.40
9	Subbase, Modified, 8" Thick for Full Depth HMA *	SY	128	\$5.75	724.50	-	-	128.00	724.50
10	Subbase, Modified, 4" Thick for 6" FCC Sidewalk	SY	1,406	\$5.25	7,381.50	-	-	1,406.00	7,381.50
11	Subbase, Macadam Stone, 6" Thick *****	SY	0	\$6.75	-	-	-	-	-
12	Subbase, Class A Crushed Stone, 4" Thick *****	SY	0	\$4.50	-	-	-	-	-
13	Removal of Culverts	EA	22	\$250.00	5,500.00	-	-	22.00	5,500.00
14	Backfilling of Curbs	LF	3,496	\$2.00	6,992.00	-	-	3,496.00	6,992.00
15	Trench Foundation	TONS	50	\$21.50	1,075.00	-	-	-	-
16	Replacement of Unsuitable Backfill Material, Granular Backfill	CY	50	\$34.75	1,737.50	-	-	-	-
17	Granular Trench Backfill, Class A Roadstone, 8" Sanitary Main	LF	488	\$40.00	19,520.00	-	-	488.00	19,520.00
18	Granular Trench Backfill, Class A Roadstone, 12" Storm Sewer	LF	534	\$11.50	6,141.00	-	-	582.00	6,693.00
19	Granular Trench Backfill, Class A Roadstone, 15" Storm Sewer	LF	95	\$11.50	1,092.50	-	-	95.00	1,092.50
20	Granular Trench Backfill, Class A Roadstone, 18" Storm Sewer	LF	35	\$11.50	402.50	-	-	35.00	402.50
21	Granular Trench Backfill, Class A Roadstone, 24" Storm Sewer	LF	120	\$10.00	1,200.00	-	-	120.00	1,200.00
22	Granular Trench Backfill, Class A Roadstone, 6" Water Main	LF	40	\$16.75	670.00	-	-	40.00	670.00
23	Granular Trench Backfill, Class A Roadstone, 8" Water Main	LF	80	\$16.75	1,340.00	-	-	141.00	2,010.00
24	Sanitary Sewer Gravity Main, Trenched, PVC (SDR 26), 8" Dia.	LF	488	\$39.45	19,251.60	-	-	488.00	19,251.60
25	Remove Existing Sanitary Sewer	LF	488	\$10.00	4,880.00	-	-	488.00	4,880.00
26	Sanitary Sewer Existing Service Lateral Reconnection	EA	8	\$1,125.00	9,000.00	-	-	8.00	9,000.00
27	Storm Sewer, Trenched, RCP, 12" Dia.	LF	1,265	\$49.25	62,301.25	-	-	1,265.00	62,301.25
28	Storm Sewer, Trenched, RCP, 15" Dia.	LF	391	\$45.00	17,595.00	-	-	391.00	17,595.00
29	Storm Sewer, Trenched, RCP, 18" Dia.	LF	348	\$46.75	16,269.00	-	-	348.00	16,269.00
30	Storm Sewer, Trenched, RCP, 24" Dia.	LF	293	\$55.75	16,334.75	-	-	293.00	16,334.75
31	Removal of Storm Sewer	LF	269	\$12.50	3,362.50	-	-	217.00	2,712.50
32	Longitudinal Subdrain, Type 2, 4"	LF	639	\$8.45	5,393.55	-	-	540.00	4,563.00
33	Subdrain Cleanout, Type A-1 ***	EA	4	\$425.00	1,700.00	-	-	3.00	1,275.00
34	Subdrain Outlet, Connection to Structure	EA	3	\$225.00	675.00	-	-	3.00	675.00
35	Connect Existing Sump Pump Outlet to Storm Sewer or Subdrain, East Side	EA	2	\$500.00	1,000.00	-	-	3.00	1,500.00
36	Connect Existing Sump Pump Outlet to Intake or Subdrain, West Side	EA	2	\$750.00	1,500.00	-	-	5.00	3,750.00
37	Water Main, 6", PVC C900	LF	184	\$32.35	5,952.40	-	-	184.00	5,952.40
38	Water Main, 8", PVC C900	LF	733	\$35.00	25,655.00	-	-	733.00	25,655.00
39	Fire Hydrant Assembly	EA	1	\$4,050.00	4,050.00	-	-	1.00	4,050.00
40	Cut in 4"x4" Tee	EA	2	\$2,300.00	4,600.00	-	-	2.00	4,600.00
41	Cut in 8"x8" Tee	EA	2	\$3,000.00	6,000.00	-	-	2.00	6,000.00
42	Relocate Existing Fire Hydrant Assembly	EA	1	\$1,250.00	1,250.00	-	-	1.00	1,250.00
43	Water Service Stub, Main to Curb Stop Short, 1" Copper (Type K)	EA	3	\$1,375.00	4,125.00	-	-	3.00	4,125.00
44	Water Service Stub, Main to Curb Stop Long, 1" Copper (Type K)	EA	4	\$1,950.00	7,800.00	-	-	4.00	7,800.00
45	Remove Tee and Install Sleeve	EA	2	\$1,100.00	2,200.00	-	-	2.00	2,200.00
46	Remove Tee and Valve and Install Sleeve	EA	2	\$1,200.00	2,400.00	-	-	2.00	2,400.00
47	Remove Valve Box and Rod	EA	2	\$250.00	500.00	-	-	2.00	500.00
48	Gate Valve, 4"	EA	2	\$825.00	1,650.00	-	-	2.00	1,650.00

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
49	Gate Valve, 6"	EA	2	\$925.00	1,850.00	-	-	2.00	1,850.00
50	Gate Valve, 8"	EA	7	\$1,225.00	8,575.00	-	-	7.00	8,575.00
51	Sanitary Manhole, Type SW-301, 48" Dia	EA	2	\$3,400.00	6,800.00	-	-	2.00	6,800.00
52	Storm Manhole, Type SW-301, 48" Dia	EA	7	\$3,000.00	21,000.00	-	-	7.00	21,000.00
53	Storm Manhole, Type SW-301, 48" Dia with SW-804 Type 3B Grate	EA	2	\$3,000.00	6,000.00	-	-	4.00	12,000.00
54	Storm Intake, Type SW-501	EA	1	\$2,975.00	2,975.00	-	-	1.00	2,975.00
55	Storm Intake, Type SW-509	EA	6	\$4,725.00	28,350.00	-	-	6.00	28,350.00
56	Storm Intake, Type SW-512, 24"	EA	11	\$1,875.00	20,625.00	-	-	9.00	16,875.00
57	Storm Intake, Type SW-513, 48"x48"	EA	1	\$3,000.00	3,000.00	-	-	1.00	3,000.00
58	Storm Intake, Type SW-541 with SW-542 Extension	EA	4	\$7,000.00	28,000.00	-	-	4.00	28,000.00
59	Storm Intake, Type SW-545 (12')	EA	1	\$8,600.00	8,600.00	-	-	1.00	8,600.00
60	Storm Intake, Type SW-545 (14')	EA	4	\$4,000.00	16,000.00	-	-	4.00	16,000.00
61	Manhole Adjustment, Minor	EA	1	\$500.00	500.00	-	-	2.00	1,000.00
62	Connect to Existing Manhole	EA	1	\$1,500.00	1,500.00	-	-	-	-
63	Remove Existing Sanitary Manhole	EA	2	\$2,000.00	4,000.00	-	-	2.00	4,000.00
64	Remove Existing Storm Manhole or Intake **	EA	7	\$7,000.00	49,000.00	-	-	8.00	56,000.00
65	PCC Curb and Gutter, 24" Wide	LF	3,438	\$17.75	60,999.00	254.00	4,508.50	3,498.00	62,099.50
66	Granular Surfacing, Class A Crushed Stone	TONS	200	\$16.30	3,260.00	-	-	55.24	900.41
67	Removal of Pavement, Composite, Highway 22	SY	150	\$16.50	2,475.00	-	-	126.00	2,079.00
68	Composite Pavement, 3" HMA on 7" PCC, Highway 22	SY	150	\$105.00	15,750.00	-	-	126.00	13,230.00
69	HMA Base, 3/4" Mixture, 300K ESAL *	TONS	1,225	\$72.30	88,567.50	-	-	1,300.22	94,005.91
70	HMA Surface 1/2" Mixture, 300K ESAL *	TONS	615	\$81.00	49,815.00	-	-	733.64	59,424.84
71	HMA Binder, PG 64-22	TONS	110	\$338.00	37,180.00	-	-	103.13	34,857.94
72	Removal of Sidewalk	SY	743	\$7.50	5,572.50	-	-	804.00	6,030.00
73	Removal of PCC Driveway ***	SY	267	\$7.50	2,002.50	-	-	267.00	2,002.50
74	Sidewalk, PCC, 5"	SY	420	\$85.45	35,889.00	(3.60)	(307.52)	465.40	39,768.43
75	Sidewalk, PCC, 6"	SY	1172	\$69.75	81,747.00	19.30	1,346.18	1,278.30	89,161.43
76	Detectable Warnings	SF	465	\$47.50	22,087.50	-	-	449.00	21,327.50
77	PCC Driveway, 6' ***	SY	341	\$69.75	23,784.75	7.60	530.10	552.60	38,543.85
78	Pavement Scarification	SY	500	\$14.45	7,225.00	-	-	-	-
79	Removal of PCC Curb and Gutter	LF	35	\$10.00	350.00	-	-	35.00	350.00
80	Bituminous Seal Coat	SY	623	\$8.20	5,108.60	-	-	878.45	7,186.89
81	Seeding, Fertilizing and Mulching, Permanent, Type, 1 ****	AC	0.0	\$3,600.00	-	-	-	-	-
82	SWPPP Management	LS	1	\$4,000.00	4,000.00	-	-	1.00	4,000.00
83	Silt Fence	LF	500	\$2.00	1,000.00	-	-	100.00	200.00
84	Removal of Silt Fence	LF	500	\$0.50	250.00	-	-	-	-
85	Inlet Protection Device	EA	27	\$50.00	1,350.00	-	-	27.00	1,350.00
86	Inlet Protection Device Maintenance	EA	27	\$25.00	675.00	-	-	27.00	675.00
87	Painted Pavement Markings, Waterborne or Solvent	STA	16.32	\$170.30	2,779.30	-	-	15.84	2,687.55
	TOTAL CONTRACT				1,075,380.10			6,077.16	1,108,897.15
C.O. #1	Upsize 48" Storm Manholes to 60"	EA	4,000	\$1,095.65	4,382.60	-	-	4.00	4,382.60
	Additional Tree Removal at 4th and Ella Street	LS	1,000	\$2,850.00	2,850.00	-	-	1.00	2,850.00
	Additional Tree Removal (3 Evergreen Trees), cut down grade, install downspout connection to ditch	LS	1,000	\$2,950.00	2,950.00	-	-	1.00	2,950.00
	TOTAL CHANGE C.O. #1				10,182.60				10,182.60
C.O. #2	Pavement Removal, Milling and Stockpile	SY	5,075,000	\$3.90	19,792.50	-	-	5,075.00	19,792.50
	6" Subbase - Placement of Millings	SY	5,075,000	\$2.25	11,418.75	-	-	5,075.00	11,418.75
	Import 6" Base Material (Millings Stockpile or Virgin Modified Subbase)	SY	1,778,000	\$5.75	10,223.50	-	-	1,778.00	10,223.50
	TOTAL CHANGE C.O. #2				41,434.75				41,434.75
C.O. #3	Water Main Additional Fittings and Bends	LS	1,000	\$5,738.25	5,738.25	-	-	1.00	5,738.25
	TOTAL CHANGE C.O. #3				5,738.25				5,738.25
C.O. #4	Grub Tree Stumps	LS	1,000	\$650.00	650.00	-	-	1.00	650.00
	TOTAL CHANGE C.O. #4				650.00				650.00
C.O. #5	Dura Silt Drain	LF	20,000	\$103.50	2,070.00	-	-	20.00	2,070.00
	8" HDPE Drain Tile	LF	36,000	\$25.25	909.00	-	-	36.00	909.00
	Connect to Storm Sewer	LS	1,000	\$500.00	500.00	-	-	1.00	500.00
	Remove and Reinstall Retaining Wall Blocks	LS	1,000	\$650.00	650.00	-	-	-	-
	TOTAL CHANGE C.O. #5				4,129.00				4,129.00
C.O. #7	Sod	AC Reg 2 of 3	1,000	\$19,166.40	19,166.40	-	-	1.16	22,233.02

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
	Subgrade Prep for Sod	LS	1,000	\$1,250.00	1,250.00	-	-	1.00	1,250.00
	TOTAL CHANGE C.O. #7				20,416.40	-	-		23,483.02
C.O. #8	Relocate Beehive, Extend Storm Sewer, Pour Letdown Structure	LS	1,000	\$7,765.39	7,765.39	-	-	1.00	7,765.39
	Fill In Concrete Triangular Area	LS	1,000	\$366.21	366.21	-	-	1.00	366.21
	TOTAL CHANGE C.O. #8				8,131.60	-	-		8,131.60
C.O. #9	Subbase, Macadam Stone	TON	192,021	\$21.90	4,205.25	-	-	192.02	4,205.24
	Subbase, Class A Crushed Stone	TON	128,014	\$21.90	2,803.50	-	-	128.01	2,803.42
	TOTAL CHANGE C.O. #9				7,008.75	-	-		7,008.66
C.O. #10	Concrete Around Area Drains	LS	1,000	\$2,420.00	2,420.00	1.00	2,420.00	1.00	2,420.00
	TOTAL CHANGE C.O. #8				2,420.00	1.00	2,420.00		2,420.00
C.O. #11	All American Extra Work	TON	1,000	\$22,934.45	22,934.45	1.00	22,934.45	1.00	22,934.45
	TOTAL CHANGE C.O. #9				22,934.45	1.00	22,934.45		22,934.45
	TOTAL CONTRACT WITH CHANGE ORDERS				1,198,425.90		31,431.61		1,234,159.48

* Quantity Change with Change Order #2
 ** Quantity Change with Change Order #5
 *** Quantity Change with Change Order #6
 **** Quantity Change with Change Order #7
 ***** Quantity Change with Change Order #9

Pay Estimate #1
 Pay Estimate #2
 Pay Estimate #3
 Pay Estimate #4
 Pay Estimate #5
 Pay Estimate #6
 Pay Estimate #7

Retainage _____ 5% \$ 61,707.97

Total Value of Completed Work Less Retainage \$ 1,172,451.51

Previous Payments \$ 1,142,591.48

Current Payment Due \$ 29,860.03

\$ 137,636.14
 \$ 292,834.37
 \$ 170,071.75
 \$ 66,466.06
 \$ 256,775.65
 \$ 174,143.82
 \$ 44,673.69

RESOLUTION #012317-03

**RESOLUTION TO APPROVE PROFESSIONAL SERVICES
AGREEMENT WITH MMS CONSULTANTS FOR THE WASHBURN &
2ND STREET PAVING PROJECT**

Whereas, the City of Riverside City Council agrees to enter into a Profession Services Agreement with MMS Consultants for engineering services for the Washburn & 2nd Street Paving Project per the agreement attached.

Therefore, be it resolved the City of Riverside City Council does hereby approve to enter into this agreement for this project.

It was moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution.

Roll Call: Redlinger, Schneider, Sexton, Weber, Schnoebelen

Ayes:

Nays:

Absents: Schnoebelen

Signed: _____

Allen Schneider, Mayor

Attest: _____

Lory Young, City Clerk

Lory Young

From: Scott Pottorff <S.pottorff@mmsconsultants.net>
Sent: Friday, January 20, 2017 1:41 PM
To: Lory Young
Cc: g.meisner@mmsconsultants.net
Subject: 2nd Street and Washburn Street Proposal for Services
Attachments: 2245032proposal.pdf; _Certification_.htm

Please find attached our proposal for services for the Washburn/2nd Street project.

I am working to get a current cost estimate for the project along with the Highway 22 Water Main/Streetscape Project and I hope to get those to you later today. I don't think I will likely get those to you in time to get into the packet but will have them for budget discussions.

Let me know if you have any questions.

[Sign up for our newsletter](#) – We promise short, meaningful updates just six times a year.



MMS Consultants, Inc.
Experts in Planning and Development Since 1975

Scott Pottorff, P.E.

Project Manager

Office: (319) 351-8282

Mobile: (319) 631-0365

S.pottorff@mmsconsultants.net

www.mmsconsultants.net

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MMS CONSULTANTS, INC.

Professional Services Agreement

This is an Agreement made as of _____, 2017, between MMS Consultants, Inc. (MMS) and the City of Riverside, Iowa. (CLIENT - legally responsible party). CLIENT hereby engages MMS Consultants, Inc. to perform services as outlined and according to the terms and conditions expressed herein.

Services: Services: Final Design, Permitting, Bidding, Construction Services for Storm Sewer, and PCC Paving on 2nd Street from Washburn Street to Ella Street and Washburn Street from Highway 22 to 2nd Street and Extend Storm Sewer South of Highway 22 - Riverside, Iowa

MMS and CLIENT agree:

1. **Scope of Services.** MMS shall perform the services as stated in Exhibit 1, which shall hereinafter be referred to as the "Project." In the event the scope of services changes during the term of this Agreement, the parties shall execute a written change order specifying the nature of the change in the scope of services and any associated change in the payment required. .
2. **Compensation and Payment.** Client shall compensate MMS for MMS's services as stated in Exhibit 2.
3. **Terms and Conditions.** MMS shall provide professional services in accordance with the terms and conditions stated in Exhibit 3. The terms and conditions contained within this Agreement shall apply to all change orders related to this project.
4. The following exhibits are attached to and made part of this Agreement:

- Exhibit 1 – Scope of Services
- Exhibit 2 – Compensation
- Exhibit 3 – Standard Terms & Conditions

IN WITNESS WHEREOF, the parties below have executed this Agreement as of the day and year first above written.

MMS Consultants, Inc.

Client Acceptance:

By: _____

Signed By: _____

Printed Name: _____

Address for giving notices:

City of Riverside
60 N. Greene Street
Riverside, IA 52327

If CLIENT is a public body, attach evidence of authority to sign and resolution or other document authorizing execution of AGREEMENT.

MMS CONSULTANTS, INC.
Professional Services Agreement
Exhibit 1 – Scope of Services

Services: Final Design, Permitting, Bidding, Construction Services for Storm Sewer, and PCC Paving on 2nd Street from Washburn Street to Ella Street and Washburn Street from Highway 22 to 2nd Street and Extend Storm Sewer South of Highway 22 - Riverside, Iowa

BASIC SERVICES SHALL INCLUDE:

A. FINAL DESIGN, PERMITTING AND BIDDING

1. Meet with affected adjacent residents and businesses at public information meetings (fee based on two (2) meetings)
2. Attend City Council meetings as required to inform Council of project progress
3. Prepare Project Design and Construction Documents; including detailed project plans and specifications for construction:
 - Coordinate with City staff and representatives on design and specifications;
 - Attend meetings with the designated Client personnel, and others whose approval is critical to the final approval of the construction documents for the improvements;
 - Submit completed documents to City Council for review and approval;
 - Prepare responses to any comments received from City, revise documents or plans as needed;
 - Prepare Engineer's Estimate of Cost to construct the improvements as shown on the completed and approved construction plans and documents.
4. Submit plans and specifications to Iowa DNR in support of an application for sanitary sewer or water main construction permit (if required). Permit fees shall be paid for separately by the CLIENT. Assist CLIENT with obtaining NPDES erosion control permit from the Iowa DNR for the project.
5. Prepare necessary bid documents including form of contract and required bid and public hearing notices. Distribute advance notice to potential bidders and distribute plans and specifications to contractors and plan holders. Fee also includes the costs for printing, distribution, mailing or shipping of bidding documents and issuance of addenda as plans for public improvements projects shall be provided to bidders at no cost or with a refundable plan holder fee.
6. Assist the City with the Bidding Process.
 - Publish all required notices;
 - Distribute plan and specifications sets;
 - Respond to bidder/contractor questions;
 - Assist City with bid opening, tabulation of bids received, evaluate bids received and provide a recommendation regarding award of contract;
 - Assist City with processing contract, performance bond, proof of insurance for final approval and execution.

B. CONSTRUCTION STAKING, INSPECTION AND ADMINISTRATION

1. Assist City with administration of the contract
2. Provide on-site inspection of the construction to ensure conformance with the plans and specifications
3. Review and approve pay requests and change orders
4. Construction layout staking
5. Schedule and attend preconstruction conference
6. Review submittals
7. Reset property pins with survey plat to be recorded

The following services are not included in the Scope of Services but can be negotiated separately if these services are required:

1. Preparation of temporary or permanent easement plats
2. Wetlands delineation reports, permitting or mitigation plans
3. Negotiating of easements with property owners
4. Soils investigation

MMS CONSULTANTS, INC.
Professional Services Agreement
Exhibit 2 – Compensation and Payment

Services: Final Design, Permitting, Bidding, Construction Services for Storm Sewer, and PCC Paving on 2nd Street from Washburn Street to Ella Street and Washburn Street from Highway 22 to 2nd Street and Extend Storm Sewer South of Highway 22 - Riverside, Iowa

1.0 Client shall pay MMS as follows:

- A. Lump sum in the amount of 8.5% of the final construction cost for the scope of project selected by the City Council for the scope outlined in Item A in Exhibit 1. This fee does not include application or permit fees, outside services, equipment or materials.

Lump sum in the amount of 7% of the final construction cost for the scope of project selected by the City Council for the scope outlined in Item B in Exhibit 1. This fee does not include application or permit fees, outside services, equipment or materials.

All additions and changes to scope of services shall be agreed upon by use of a Change Order signed by both MMS and Client. All conditions for payment of Change orders will be the same as the conditions for payment within the original Agreement.

- B. Invoices will be prepared monthly in accordance with MMS standard invoicing practices and submitted to Client. Invoices are due upon receipt. If Client fails to make any payment due to MMS for services and expenses within 60 days after date of MMS invoice, the amounts due MMS will be increased at the rate of 1.5% per month from the 60th day after invoice date. In addition, MMS may, without liability and not in lieu of any other rights MMS may have at law or in equity, after giving seven days written notice to Client, suspend services under this Agreement until MMS has been paid in full all amounts due for services, expenses, and other related charges. In addition, in any action to collect unpaid amounts due pursuant to this Agreement, Client shall pay all cost of collection including but not limited to court costs and MMS's attorney's fees. Payments will be credited first to interest and then to principal.
- C. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion shall be paid.
- D. Upon complete execution of this Agreement, MMS shall have the right to commence the performance of its services immediately and shall continue its performance of said services thereafter until said services are complete. Client shall not have the right to terminate this Agreement or to cancel MMS's services unless the entire project of which MMS's services are a component part has been ceased or cancelled. In said event, Client shall give MMS written notice of the termination of the project and MMS shall be entitled to payment for any services performed or expenses incurred prior to receipt of said written notice.

MMS CONSULTANTS, INC.
Professional Services Agreement
Exhibit 3 – Terms and Conditions

Services: Final Design, Permitting, Bidding, Construction Services for Storm Sewer, and PCC Paving on 2nd Street from Washburn Street to Ella Street and Washburn Street from Highway 22 to 2nd Street and Extend Storm Sewer South of Highway 22 - Riverside, Iowa

Standard of Care will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. MMS makes no warranties, express or implied, under this Agreement or otherwise, in connection with services required to be performed by this Agreement. MMS and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers and suppliers.

A. MMS shall not at any time supervise, direct or have control over any contractor's work, nor shall MMS have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. MMS neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Client and such contractor.

D. MMS Shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except MMS's own employees) at the Project site or otherwise furnishing or performing any construction work in connection with the Project; or for any decision made based on interpretations or clarifications of the construction contract given by Owner without consultation with and advice of MMS.

E. All design documents prepared or furnished by MMS are instruments of service and MMS retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

F. To the fullest extent permitted by law, Client and MMS (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that MMS's total liability to Client under this Agreement shall be limited to the total amount of the compensation received by MMS pursuant to this Agreement.

G. The information and services provided by MMS pursuant to this Agreement are intended for use only by Client. No third party shall have any right arising from this Agreement or the documents produced pursuant to this Agreement. As additional consideration for the performance the services called for hereunder, Client agrees to hold harmless and indemnify MMS and its employees, officer, directors, and agents for all costs, expenses, legal fees, awards, settlements, and judgments in any legal proceeding brought by any third party who claims that he or she relied on representations made in such documents and was damaged thereby. Client's request that MMS release copies of documents produced pursuant to the terms of this Agreement shall be at Client's risk with respect to the contents of this paragraph.

H. If Client claims that MMS has made an error in any of the services provided hereunder, Client will inform MMS of the alleged error and allow MMS to inspect the property before Client takes any action to correct the alleged error or which would otherwise make it difficult or impossible for MMS to evaluate the existence of the alleged error. If Client repairs or otherwise provides a remedy for such alleged error or further disturbs the property such that it becomes impossible for MMS to confirm the existence or otherwise evaluate the alleged error, Client waives any and all actions against MMS for such alleged error.

I. Client shall indemnify and reimburse MMS for any and all costs and expenses associated with any civil action arising under this Agreement, including but not limited to attorney's fees, costs, and expenses, unless Client unilaterally prevails in a court of competent jurisdiction.

J. Upon complete execution of the Agreement, MMS shall have the right to commence the performance of its services immediately and shall continue its performance of said services thereafter until said services are complete. Client shall not have the right to terminate this Agreement or to cancel MMS's services unless the entire project of which MMS's services are a component part has been ceased or cancelled. In said event, Client shall give MMS written notice of the termination of the project and MMS shall be entitled to payment for any services performed or expenses incurred prior to receipt of said written notice.

RESOLUTION #012317-04

RESOLUTION FOR CONTRACT FOR LIBRARY SERVICES

WHEREAS the City of Riverside does not have a public library in its community, so the City will contract with the Kalona Public Library for services to all Riverside residents.

NOW, THEREFORE, BE IT RESOLVED by the City of Riverside City Council of Riverside, IA agrees to pay the sum of \$19,860.00 for the Fiscal Year 2017-2018 to the Kalona Public Library for all the residents of the City of Riverside to use all Library services provided.

BE IT RESOLVED this designation shall be effective July 1st, 2017 through June 30th, 2018.

MOVED BY Council Person _____, Seconded by Council Person _____ to approve the foregoing resolution.

PASSED AND APPROVED this 23rd day of January, 2017 by the City Council of Riverside, IA.

Roll Call: Weber, Schneider, Sexton, Schnoebelen, Redlinger

Ayes:

Nays:

Absent: Schnoebelen

Signed: _____
Allen Schneider, Mayor

Attest: _____
Lory Young, City Clerk

Kalona Public Library

510 C Avenue · P.O. Box 1212 · Kalona, IA 52247
Phone (319) 656-3501 kaloplib@kctc.net Fax (319) 656-3503

December 30, 2016

Riverside City Council
Attention: City Clerk
60 N. Greene Street
P.O. Box 188
Riverside, IA 52327

Enclosed is a new draft for the contract with the Kalona Public Library for library services for the fiscal year beginning July 1, 2017. We welcome the opportunity to provide library services for the citizens of Riverside.

We are basing our calculation of the amount this year on \$20.00 per capita. According to the latest figures available ("Iowa Public Library Statistics, July 2014-June 2015"), the state average for library costs for a city the size of Riverside is \$38.11 per capita. Kalona residents were paying \$62.61; Washington, \$52.35, and Wellman, \$55.68 per capita, according to the 14/15 figures. Our objective continues to be to gradually bring your contribution up to the county rural level, which is currently a per capital rate of \$20.17.

Based upon your population of 993 (2010 census), and using the rate of \$20.00 per capita, this would call for \$19,860.00, which is an increase of \$496.50 over the current year.

Please contact our Library Director, Anne Skaden, if you have questions (656-3501). If you wish, she would be willing to attend a meeting of your City Council to answer their questions as well.

Sincerely,



Frank Slabaugh, President, Kalona Library Board of Trustees
319-656-2281
frank.slabaugh@gmail.com

JAN 06 2017



Date: January 18, 2017

To: Riverside Council

From: Bill Stukey, Operator

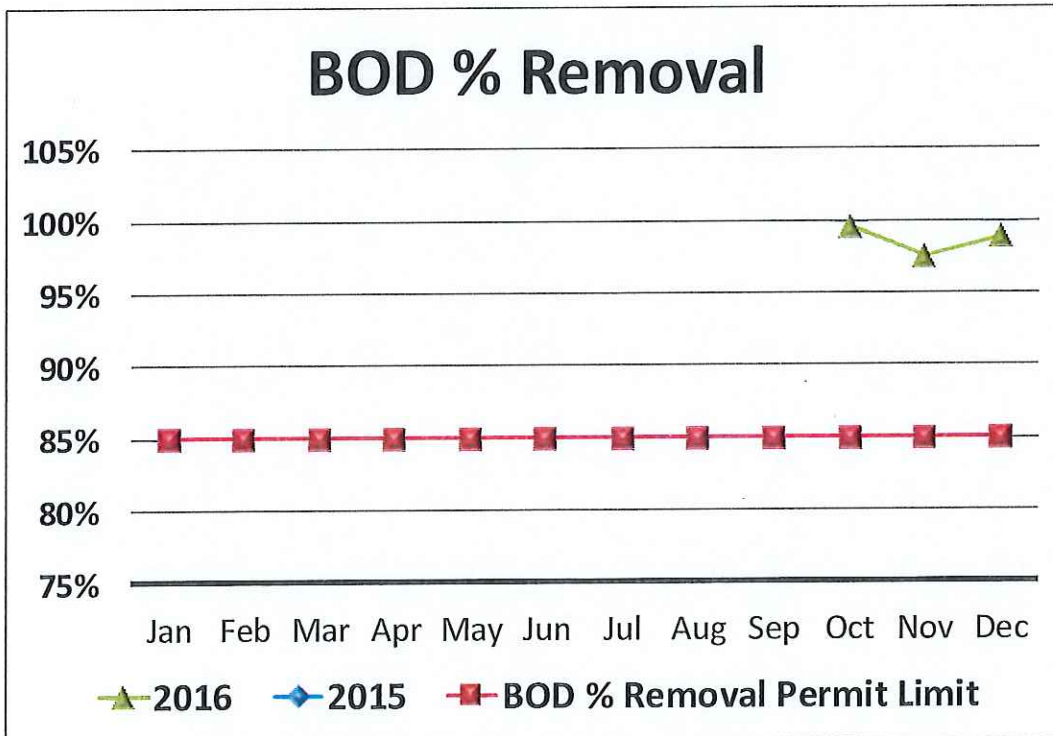
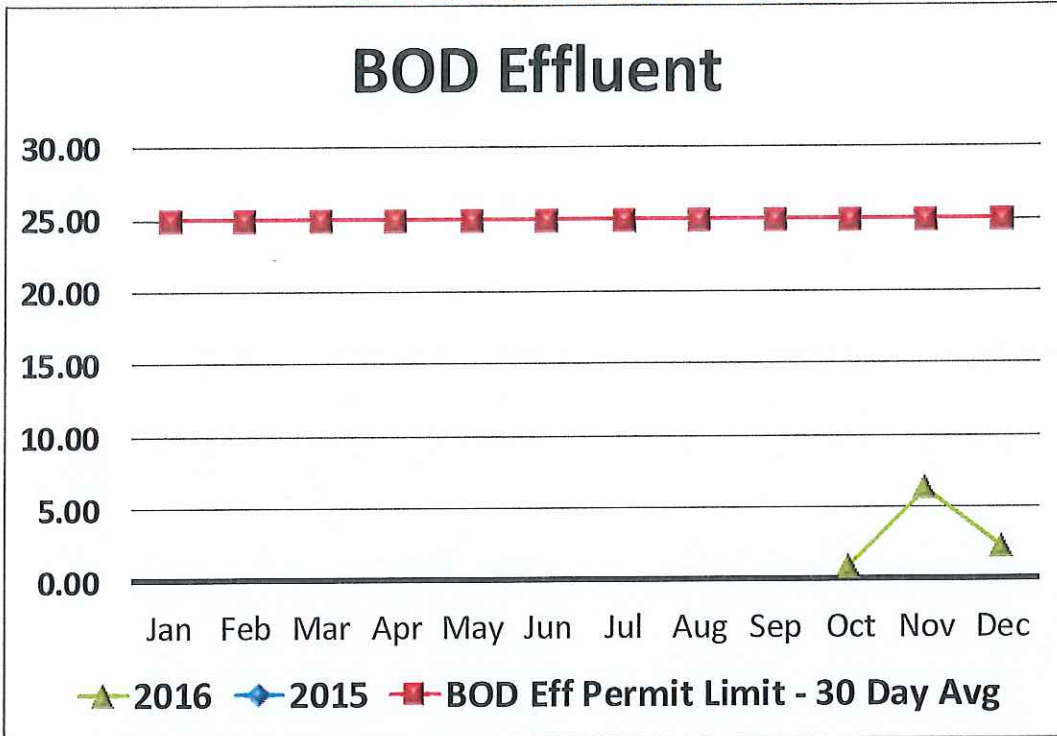
O & M Report: December 2016

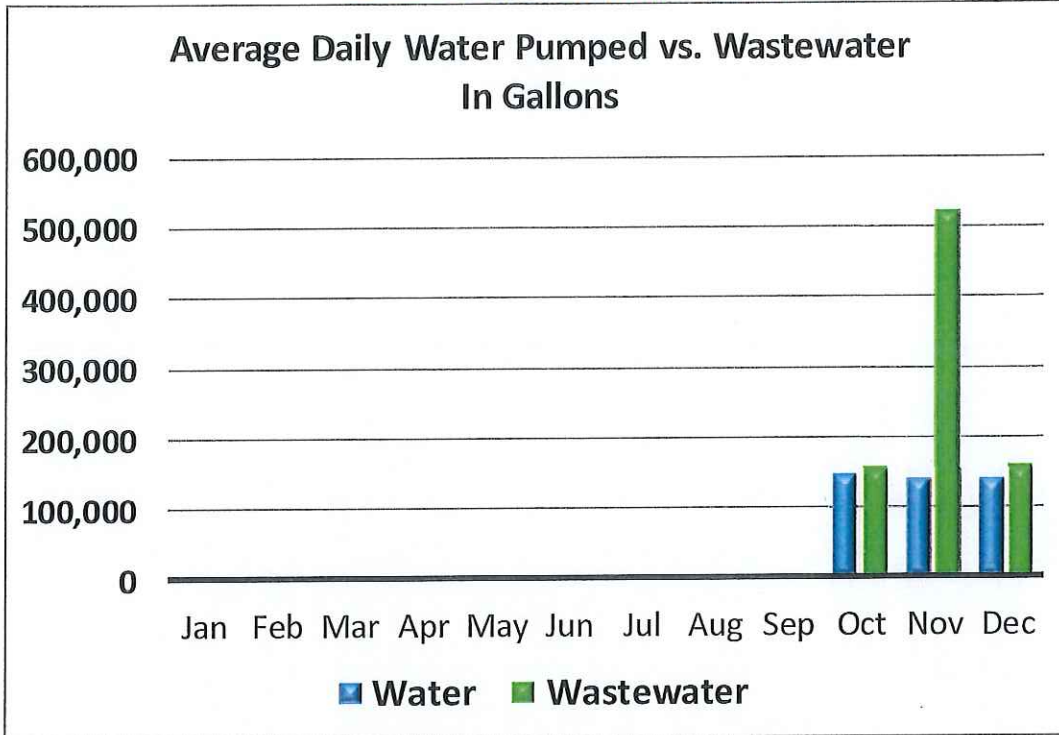
Water Operation & Maintenance

- Check for water leak at Integrity Builders.
- Covered generator at water plant for cold weather.
- Cahoy pulled and televised well 8.
- Lowered curb stop box at 316 Sycamore per owner's request. Located in sidewalk and their snow blower was catching the lid.
- Shut off water to residence on 1st St where fire was located.
- 5 locates completed.

Wastewater Operation & Maintenance

- Met with Fluidyne to go over SBR plant.
- Thawed frozen vent line on decanter.
- Tank 2 placed in recirculating mode to handle lower flow rates.
- Alarm at lift station 1, excessive cold temperatures caused the VFD temps to drop. Heater was working at the time. Working properly after resetting.
- Increased sludge wasting rates to help with sludge bulking.





Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$18,000.00	\$702.88	4%	22%
Maintenance Budget	\$15,000.00	\$533.66	4%	22%
Total	\$33,000.00	\$1,236.54	4%	22%



		December-16	November-16	December-15
Water				
Water	Units			
Total Monthly Pumped	gallons	4,275,000	4,197,000	0
Average Daily Pumped	gallons	137,900	139,900	0
Maximum Daily Pumped	gallons	420,000	493,000	0
Minimum Daily Pumped	gallons	0	0	0
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	1.86	2.29	0.00
Chlorine - Total Avg Residual System	mg/L	1.00	1.05	0.00
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	178.00	168.00	0.00
Iron				
Iron - Avg Raw	mg/L	1.63	2.37	0.00
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	2.16	2.65	0.00
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	13.00	10.00	0.00
Water Loss				
Water Billed	gallons	0	0	0
Water used in main breaks/hydrant flushing	gallons	0	0	0
Water used at city buildings	gallons	0	0	0
Loss	gallons	100%	100%	#DIV/0!
Wastewater				
BOD				
BOD Influent Avg	mg/L	201	249	0
BOD Effluent Avg	mg/L	2	6.3	0
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	98.85%	97.46%	0.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	157	126	0
TSS Effluent Avg	mg/L	3	22	0
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	0
TSS % Removal	%	98.03%	82.28%	0.00%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0	0	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	10	8	0
Influent Flow				
Total Monthly	gallons	4,937,200	15,745,200	0
Average Daily	gallons	159,264	524,840	0
Maximum Daily	gallons	221,300	1,068,700	0
Minimum Daily	gallons	50,400	150,600	0
Permit Limit - 30 Day Avg	gallons	444,000	444,000	0
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	0

There is no maintenance budget audit information yet for the month of December. This will be added to next month's report.

Lory Young

From: Bill Stukey <BStukey@peopleservice.com>
Sent: Tuesday, January 17, 2017 10:09 AM
To: 'lory@cityofriversideiowa.com'
Subject: Fluidyne report.
Attachments: Riverside IA Service Report_12132016.pdf; _Certification_.htm

Lory,

Attached is the report we got from the Fluidyne visit. Please attach this to my council report for the next meeting.

Thanks,
Bill

NOTICE: This e-mail message (including any file attachment) is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged and/or confidential. If you are not the intended recipient, any dissemination, distribution or copying of this communication is strictly prohibited. If you received this communication in error, please notify us immediately by reply e-mail and delete or destroy all copies of this message and any file attachment. Thank you!



5436 Nordic Drive
Cedar Falls, IA 50613
Ph: 319-266-9967
FAX: 319-277-6034
Email: targiem@fluidynecorp.com

December 13, 2016

SERVICE REPORT

PROJECT: Riverside, IA ISAM™
DATE ON SITE: December 9, 2016

ATTENDEES:

Bill Stuke, 319-800-3281, Operator with People Service
Targie Mandt, 319-266-9967, Fluidyne Corporation

OVERVIEW

The purpose of the visit was for evaluation and operator training of the Fluidyne ISAM™ system. This included process control, review of process set points, in-house process data, conducting settle tests both bench test and SBR sludge core, SBR sampling for process control and influent/effluent data. We reviewed sampling locations for in-house process control along with operator spreadsheets for solids management. Operator spreadsheets include hydraulics, SBR cycles, F/M, target MLSS, SRT and wasting calculations that were sent electronically.

SUMMARY

After a short walk through of the headworks and ISAM system, we reviewed some influent data and used flow data over the previous 24 hours where East flow was 36,700 gal, West flow was 132,800 for a total 24-hour flow of 169,500 gal. We also used the latest influent BOD/TSS/TKN concentrations of 266/96/48 mg/ and based on these loadings, a reactor MLSS of 1,815 mg/L and current process set points we input this data into the operator Excel calculator to determine current F/M ratios and SRT's – see spreadsheets examples. In general, the system operates at low F/M and long SRT's. To determine average and peak loading conditions several data series over the course of several months should be used and input into the operator Excel spreadsheets to help determine optimum operating ranges. Several different versions of the Excel guide were provided at various loading and operational conditions to illustrate how hydraulics, F/M, SRT and wasting cycles are impacted.

We then investigated effluent TSS as Bill was concerned with some visible effluent solids that had had begun to collect in the effluent sampler over the last few days. In order to troubleshoot this I wanted to determine if this was biological in nature such as poor settling in the SBR or because of a mechanical issue with the decanter system. We started by checking sludge blanket levels by comparing settle tests between a 2L bench settle test in the Settrometer and a

sludge core in the SBR 1 tank during settle. The solids in the bench test had already been collected from SBR 1 and were settled out but we determined they were around 30% after 2.5 hours of settling. When we sludge cored the SBR there was 8.5 ft. of clear supernatant after 2.5 hours of settling. The top water level in the SBR is 18 ft. and therefore the sludge blanket level was at 9.5 ft. or 53% of the total volume compared with 30% with the bench test. Bottom water level in the SBR is around 13.5 ft. and the sludge blanket level should be no higher than 11.5 ft. prior to decanting. So even though the sludge blanket in the SBR was 1.77 times higher than the bench test no solids would be pulled from the reactor assuming the decanters were operating correctly.



SBR 1 Sludge Core – Blanket Level 9.5 ft., Very Clear Supernatant

We then opened the covers to the post EQ tank to monitor the effluent discharge from SBR 1. As soon as the settle cycle was complete, Bill and I checked operation of the vent valves. There was a good charge of air that exhausted from the west side for 20 seconds but nothing came out of the east vent in SBR 1. We then watched the effluent discharge from both effluent valves and the far west side was crystal clear but there was visible color on the east side for approximately 30 seconds. At the end of decant we also checked the vent lines and the west side pulled a vacuum for approximately 35 seconds but the east side did not recharge with air and we determined the short section of vent pipe between the vent valve enclosure and tank was frozen. We verified that all of the heater strips were working correctly inside the 4 decanter vent valve and 2 waste valve enclosures. We also determined that the effluent sampler was taking a sample during the initial decant which is not at all representative of the entire decant cycle. For example, if the sampler only collected one small volume sample during the initial decant period for 30 seconds and the TSS concentration was 50 mg/L this would not represent

the remaining 30 minutes of decant where TSS concentration is < 3 mg/L. Even if the sampler takes a "composite" 5 samples over the 30 minute decant period the first sample would represent 20% of the entire sample whereas the actual volume of supernatant that is discharged with higher TSS represents only 1% of the entire batch volume. At any rate, we determined the effluent TSS was very clear in both decanters except for a few seconds during initial decant on the east decanter. Once the vent line is fixed the east decanter should also discharge clear effluent at the beginning of decant.



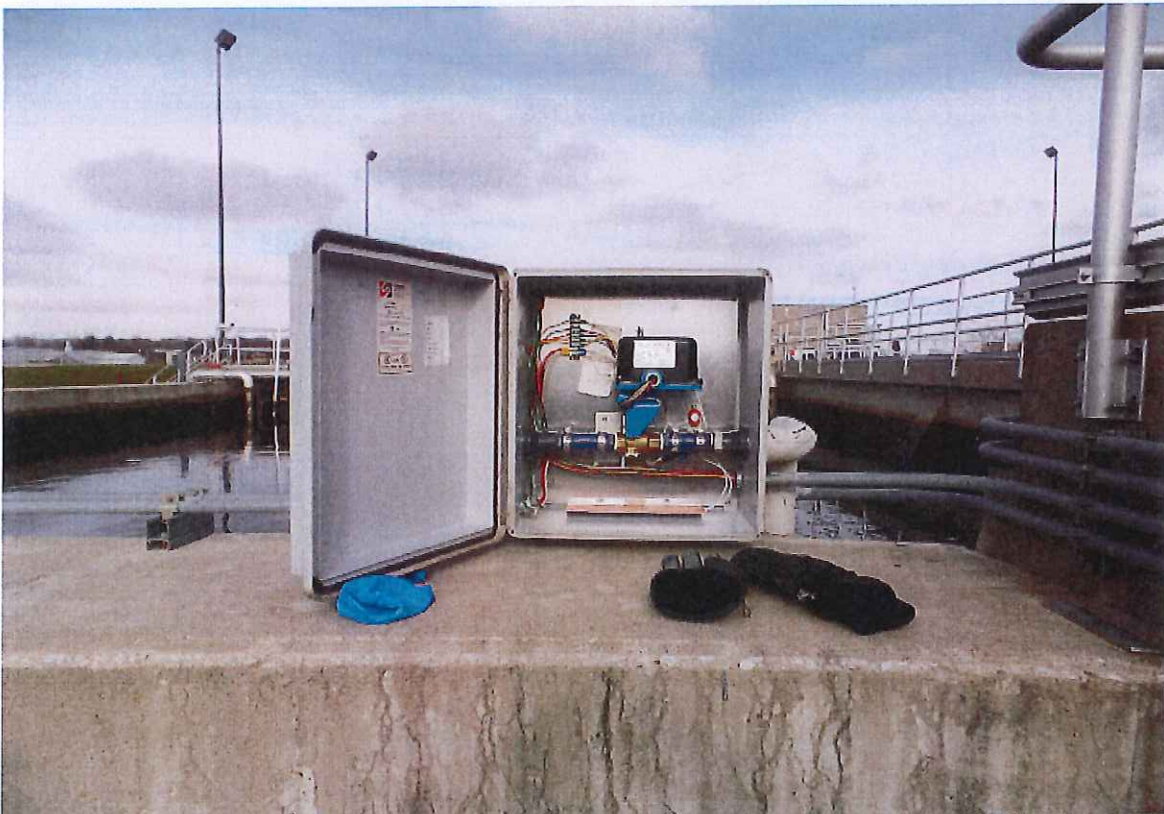
SBR 1 West Decanter Clear, East Decanter Color for 30 Seconds



SBR 1 West Decanter Clear, East Decanter Clear After 30 seconds



SBR 1 Clear Sample West Decanter and Dirty Sample East Decanter First 30 Sec.



SBR 1 Decant Vent Valve East Side; Exhaust Side of Vent Plugged with Ice

We also measured and monitored the following data in train 1. This data should be used to check and verify that train 2 is also operating correctly and to verify user inputs for the Excel Operator Calculators.

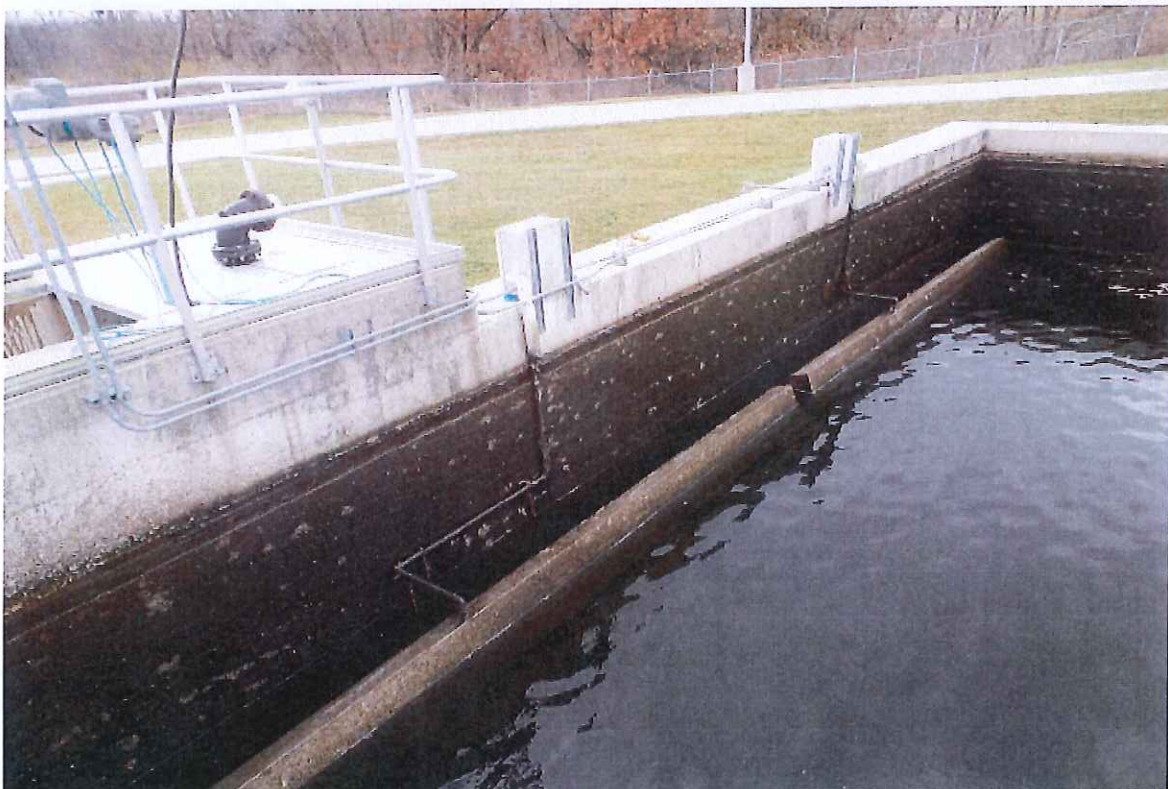
RIVERSIDE, IA SITE VISIT DATA

Date: December 9, 2016

Parameter	Train 1	Train 2
Side Wall Depth Nominal (ft)	19.958	19.958
SBR Length (ft)	60.00	60.00
SBR Width (ft)	44.00	44.00
Water Level @ TWL Below Side Wall (in)	23.50	
Water Level @ BWL Below Side Wall (in)	77.00	
Top Water Level (ft)	18.00	
Bottom Water Level (ft)	13.54	
Decant Height (ft)	4.46	
Decant Volume (gal)	88040	
Decant Time (min)	30.00	
Decant Rate Nominal (GPM)	2935	
SBR Fill Time (min)	30.50	
SBR Fill Rate Nominal (GPM)	2887	
SAM SWL Float Below Side Wall (in)	104.00	87.00
SAM SWL Float Level (ft)	11.29	12.71
Vent Valve West Side Air Exhaust Time (sec)	20	
Vent Valve East Side Air Exhaust Time (sec)	0	
Vent Valve West Side Recharge Time (sec)	35	
Vent Valve East Side Recharge Time (sec)	0	
SAM/SBR MLSS (mg/L)	1,815	
Sludge Blanket Bench Settle Test After 2.5 hours (ml/L)	300	
Sludge Blanket Sludge Core in SBR After 2.5 hours (ml/L)	530	
Bench Settle Test SVI	165	
SBR Sludge Core Settle Test SVI	292	
SBR Dissolved Oxygen End of Anoxic Fill (mg/L)	1.4	
Batches per Day		
Operating Mode (Indep or Alt)	Independent	Independent
Aeration Mode (Timed or DO)	DO	DO



SBR 1 During Fill



SBR 1 Decanters – Exhaust Side of Vent Lines Require Heat Protected



SBR 2 During Anoxic Interact

The system has been operating in Independent DO aeration mode but the gate valve between the SAM tanks was open. We discussed operation of Alternating and Independent modes, the benefits of each, position of the SAM gate valve, level control and how to initiate each mode through the HMI. We also discussed nutrient analysis of ammonia-N using HACH test strips or colorimeter and how each SBR should be sampled daily utilizing supernatant from the bench settle test for process control. We also discussed monitoring blower run times and adjustment of Blower Delay/DO/Aerobic/Static/Anoxic/Waste set points by monitoring DO levels, MLSS, sludge blanket levels and nutrient removal of nitrogen.

CONCLUSION

Overall the plant is in good shape and appears to be operating well. With the exception of the plugged vent line, treatment has been excellent and the plant is performing exceptionally well at this time. Additional data, history and process control will further enhance treatment. Fluidyne is available for technical support if there are additional questions regarding operation, maintenance, controls and process control of the system.