

March 03, 2020
City Commission Room, 701 N. Jefferson, Junction City KS 66441

Mayor Jeff Underhill
Vice Mayor Pat Landes
Commissioner Tim Brown
Commissioner Nate Butler
Commissioner Ronna Larson
City Manager Allen Dinkel
City Attorney Britain Stites
City Clerk Tammy Melton
Finance Director Lindsay Miller

1. 7:00 P.M. - CALL TO ORDER:

a. Pledge of Allegiance.

2. PUBLIC COMMENT: The Commission requests that comments be limited to a maximum of five minutes for each person.

3. CONSENT AGENDA: All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from consent status and considered in its normal sequence on the agenda.

[a.](#) Consideration of Appropriation Ordinance A-5 dated Feb 13th 2020-Feb 25th 2020 in the amount of \$636,454.60 and pre-approval for items listed below in the amount \$1,062,113.07. (p.3)

Joshua Douglass \$2,500.00, KDHE \$646,970.67, Geisler Roofing \$85,505.80, Dave's Electric \$331.25, Turf Werks \$5,862.50, Raven \$850.00, FCMI \$5,356.62, HDR \$1,267.50, Veolia Water \$305,981.25, KS State Treasurer \$4,035.64, Columbia Capital \$1,290.00 and Independent Salt Com \$2,161.84.

[b.](#) Consideration of Payroll No. 4 & No. 5 for the month of February. (p.32)

[c.](#) Consideration of City Commission Minutes for February 18, 2020 meeting. (p.35)

4. APPOINTMENTS:

[a.](#) Appointments to Geary County Emergency Telephone Services Board. (p.41)

5. SPECIAL PRESENTATIONS:

[a.](#) Update on 5th St Playground Park by Kendall Schoenrock, Quality Play for All. (p.56)

[b.](#) Safe at Sertoma Flint Hills Regional Leadership Program Project Presentation. (p.58)

[c.](#) Update on the 2019 NPDES MS4 Permit. (p.73)

6. NEW BUSINESS:

[a.](#) Consideration to Award the 2020 Sanitary Sewer Cleaning to ACE Pipe Cleaning in the amount of \$395,750.00. (p.91)

[b.](#) Consideration of the Grant of Easement for Controlled Access Highway Right of Way for the K-18 Roundabout. (p.125)

[c.](#) Consideration of the Drug and Alcohol Testing Agreement and Policy. (p.130)

[d.](#) Consideration to Award the replacement of the HVAC System for the Police Department Bid to Superior Plumbing in the amount of \$349,842.00. (p.171)

[e.](#) Consideration of the Memorandum of Understanding between the Junction City Fire Department and CAMSO Manufacturing. (p.193)

[f.](#) Consideration of the request to apply for the 2019 Assistance to Firefighters Grant. (p.200)

[g.](#) Consideration to apply for the 2020 Kansas Fire Assistance Grant. (p.207)

7. COMMISSIONER COMMENTS & COMMITTEE REPORTS:

8. STAFF COMMENTS:

9. ADJOURNMENT:

Item Attachment Documents:

- a. Consideration of Appropriation Ordinance A-5 dated Feb 13th 2020-Feb 25th 2020 in the amount of \$636,454.60 and pre-approval for items listed below in the amount \$1,062,113.07.

Joshua Douglass \$2,500.00, KDHE \$646,970.67, Geisler Roofing \$85,505.80, Dave's Electric \$331.25, Turf Werks \$5,862.50, Raven \$850.00, FCMI \$5,356.62, HDR \$1,267.50, Veolia Water \$305,981.25, KS State Treasurer \$4,035.64, Columbia Capital \$1,290.00 and Independent Salt Com \$2,161.84.

City of Junction City

City Commission

Agenda Memo

March 3rd 2020

From: Cynthia Sinkler, Water Billing and Accounts Payable Manager
To: City Commissioners
Subject: Consideration of Appropriation Ordinance A-5 dated Feb 13th 2020-Feb 25th 2020 in the amount of \$636,454.60 and pre-approval for items listed below in the amount \$1,062,113.07

Background: Attached is a Listing and Checks - Appropriations for Feb 13th 2020-Feb 25th 2020

Appropriations: Feb 13th 2020-Feb 25th 2020

ACH Payment or Payments due before next meeting –Total \$1,062,113.07

Joshua Douglass	\$2,500.00
KDHE	\$646,970.67
Geisler Roofing	\$85,505.80
Dave's Electric	\$331.25
Turf Werks	\$5,862.50
Raven	\$850.00
FCMI	\$5,356.62
HDR	\$1,267.50
Veolia Water	\$305,981.25
KS State Treasurer	\$4,035.64
Columbia Capital	\$1,290.00
Independent Salt Com	\$2,161.84



Junction City, KS

Appropriations-February 13th 2020-February 25th 2020-CS

By Fund

Post Dates 02/13/2020 - 02/25/2020

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Fund: 001 - GENERAL FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0017972	02/14/2020	CITY OF JC EMPLOYER PD LIFE		17.60
ADVANCE LIFE INSURANCE	INV0017973	02/14/2020	ADVANCE LIFE INSURANCE BEF...		4.01
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		249.52
ADVANCE LIFE INSURANCE	INV0018003	02/14/2020	ADVANCE LIFE INSURANCE BEF...		977.73
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					1,248.86
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY					
AMERICAN FAMILY LIFE ASSUR...	INV0017974	02/14/2020	AFLAC		24.32
AMERICAN FAMILY LIFE ASSUR...	INV0017975	02/14/2020	AFLAC BEFORE TAX		128.45
AMERICAN FAMILY LIFE ASSUR...	INV0017990	02/14/2020	VSP Vision Insurance Pre-Tax		64.10
AMERICAN FAMILY LIFE ASSUR...	INV0018004	02/14/2020	AFLAC		329.00
AMERICAN FAMILY LIFE ASSUR...	INV0018005	02/14/2020	AFLAC BEFORE TAX		1,599.23
AMERICAN FAMILY LIFE ASSUR...	INV0018045	02/14/2020	VSP Vision Insurance Pre-Tax		578.48
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:					2,723.58
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0017976	02/14/2020	BLUE CROSS BLUE SHIELD		742.42
BLUE CROSS BLUE SHIELD OF KS ..	INV0017977	02/14/2020	BLUE CROSS BLUE SHIELD		371.22
BLUE CROSS BLUE SHIELD OF KS ..	INV0017978	02/14/2020	BLUE CROSS BLUE SHIELD		151.65
BLUE CROSS BLUE SHIELD OF KS ..	INV0017979	02/14/2020	BLUE CROSS BLUE SHIELD		1,163.50
BLUE CROSS BLUE SHIELD OF KS ..	INV0017980	02/14/2020	BLUE CROSS BLUE SHIELD		231.31
BLUE CROSS BLUE SHIELD OF KS ..	INV0017981	02/14/2020	BLUE CROSS BLUE SHIELD		382.58
BLUE CROSS BLUE SHIELD OF KS ..	INV0017982	02/14/2020	BLUE CROSS BLUE SHIELD		190.15
BLUE CROSS BLUE SHIELD OF KS ..	INV0017983	02/14/2020	BLUE CROSS BLUE SHIELD		109.34
BLUE CROSS BLUE SHIELD OF KS ..	INV0018006	02/14/2020	BLUE CROSS BLUE SHIELD		901.54
BLUE CROSS BLUE SHIELD OF KS ..	INV0018007	02/14/2020	BLUE CROSS BLUE SHIELD		3,767.75
BLUE CROSS BLUE SHIELD OF KS ..	INV0018008	02/14/2020	BLUE CROSS BLUE SHIELD		1,484.88
BLUE CROSS BLUE SHIELD OF KS ..	INV0018009	02/14/2020	BLUE CROSS BLUE SHIELD		483.78
BLUE CROSS BLUE SHIELD OF KS ..	INV0018010	02/14/2020	BLUE CROSS BLUE SHIELD		2,650.23
BLUE CROSS BLUE SHIELD OF KS ..	INV0018011	02/14/2020	BLUE CROSS BLUE SHIELD		1,876.25
BLUE CROSS BLUE SHIELD OF KS ..	INV0018012	02/14/2020	BLUE CROSS BLUE SHIELD		408.26
BLUE CROSS BLUE SHIELD OF KS ..	INV0018013	02/14/2020	BLUE CROSS BLUE SHIELD		762.40
BLUE CROSS BLUE SHIELD OF KS ..	INV0018014	02/14/2020	BLUE CROSS BLUE SHIELD		11,960.50
BLUE CROSS BLUE SHIELD OF KS ..	INV0018015	02/14/2020	BLUE CROSS BLUE SHIELD		2,741.04
BLUE CROSS BLUE SHIELD OF KS ..	INV0018016	02/14/2020	BLUE CROSS BLUE SHIELD		3,003.25
BLUE CROSS BLUE SHIELD OF KS ..	INV0018017	02/14/2020	BLUE CROSS BLUE SHIELD		392.83
BLUE CROSS BLUE SHIELD OF KS ..	INV0018018	02/14/2020	BLUE CROSS BLUE SHIELD		1,414.92
BLUE CROSS BLUE SHIELD OF KS ..	INV0018019	02/14/2020	BLUE CROSS BLUE SHIELD		3,726.21
BLUE CROSS BLUE SHIELD OF KS ..	INV0018020	02/14/2020	BLUE CROSS BLUE SHIELD		1,732.32
BLUE CROSS BLUE SHIELD OF KS ..	INV0018021	02/14/2020	BLUE CROSS BLUE SHIELD		996.65
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					41,644.98
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT..	INV0017984	02/14/2020	FLEX SPENDING-1074334		208.33
CITY OF JC FLEX SPENDING ACCT..	INV0018029	02/14/2020	FLEX SPENDING-1074334		4,571.73
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					4,780.06
Vendor: 012130 - CITY OF JUNCTION CITY					
CITY OF JUNCTION CITY	INV0018022	02/14/2020	TELEPHONE REIMBURSEMENT		8.50
CITY OF JUNCTION CITY	INV0018030	02/14/2020	CITY OF JUNCTION CITY (G-FEE)		15.00
CITY OF JUNCTION CITY	INV0018042	02/14/2020	TELEPHONE REIMBURSEMENT		239.84
Vendor 012130 - CITY OF JUNCTION CITY Total:					263.34

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 03067 - CITY OF JUNCTION CITY-EE OVERPAYMENT CORRECTION					
CITY OF JUNCTION CITY-EE OVE...	INV0018024	02/14/2020	EE OVERTIME PAYMENT		408.54
Vendor 03067 - CITY OF JUNCTION CITY-EE OVERPAYMENT CORRECTION Total:					408.54
Vendor: 02952 - FAMILY HEALTH CARE CLINIC					
FAMILY HEALTH CARE CLINIC	INV0018025	02/14/2020	GARNISHMENT		244.46
Vendor 02952 - FAMILY HEALTH CARE CLINIC Total:					244.46
Vendor: 025326 - FIREMEN'S RELIEF ASSOCIATION					
FIREMEN'S RELIEF ASSOCIATION	INV0018028	02/14/2020	FIREMANS RELIEF		231.77
Vendor 025326 - FIREMEN'S RELIEF ASSOCIATION Total:					231.77
Vendor: 050188 - FLEXIBLE SPENDING ACCOUNT #1074334					
FLEXIBLE SPENDING ACCOUNT ...	INV0018023	02/14/2020	DEPENDENT CARE ACCT 10743...		279.16
Vendor 050188 - FLEXIBLE SPENDING ACCOUNT #1074334 Total:					279.16
Vendor: 01944 - GREAT WEST FINANCIAL					
GREAT WEST FINANCIAL	INV0018038	02/14/2020	GREAT WEST FINANCIAL		6,717.76
Vendor 01944 - GREAT WEST FINANCIAL Total:					6,717.76
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	CM0000479	02/14/2020	FEDERAL WITHHOLDING		-10.25
INTERNAL REVENUE SERVICE	CM0000480	02/14/2020	MEDICARE WITHHOLDING		-2.66
INTERNAL REVENUE SERVICE	CM0000493	02/14/2020	SOCIAL SECURITY WITHHOLDING		-49.04
INTERNAL REVENUE SERVICE	CM0000494	02/14/2020	FEDERAL WITHHOLDING		-37.18
INTERNAL REVENUE SERVICE	CM0000495	02/14/2020	MEDICARE WITHHOLDING		-11.48
INTERNAL REVENUE SERVICE	INV0017970	02/14/2020	SOCIAL SECURITY WITHHOLDING		2.80
INTERNAL REVENUE SERVICE	INV0017992	02/14/2020	SOCIAL SECURITY WITHHOLDING		1,910.46
INTERNAL REVENUE SERVICE	INV0017993	02/14/2020	FEDERAL WITHHOLDING		845.44
INTERNAL REVENUE SERVICE	INV0017994	02/14/2020	MEDICARE WITHHOLDING		446.82
INTERNAL REVENUE SERVICE	INV0018047	02/14/2020	SOCIAL SECURITY WITHHOLDING		11,332.06
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		30,554.51
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		9,522.38
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					54,503.86
Vendor: 010597 - JAN HAMILTON, CH.13 TRUSTEE-					
JAN HAMILTON, CH.13 TRUSTEE-	INV0018032	02/14/2020	JAN HAMILTON		115.00
Vendor 010597 - JAN HAMILTON, CH.13 TRUSTEE- Total:					115.00
Vendor: 039125 - JCPOA					
JCPOA	INV0018041	02/14/2020	JCPOA		1,200.00
Vendor 039125 - JCPOA Total:					1,200.00
Vendor: 037195 - JUNCTION CITY FIRE FIGHTERS ASSOCIATION LOCAL 3309					
JUNCTION CITY FIRE FIGHTERS ...	INV0018027	02/14/2020	I.A.F.F. LOCAL 3309		1,584.00
Vendor 037195 - JUNCTION CITY FIRE FIGHTERS ASSOCIATION LOCAL 3309 Total:					1,584.00
Vendor: 00813 - JUNCTION CITY FIREFIGHTERS AID ASSOCIATION					
JUNCTION CITY FIREFIGHTERS A...	INV0018026	02/14/2020	FIREFIGHTERS AID ASSOCIATION		245.00
Vendor 00813 - JUNCTION CITY FIREFIGHTERS AID ASSOCIATION Total:					245.00
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	CM0000478	02/14/2020	STATE WITHHOLDING		-5.27
KANSAS DEPT OF REVENUE	CM0000492	02/14/2020	STATE WITHHOLDING		-20.77
KANSAS DEPT OF REVENUE	INV0017991	02/14/2020	STATE WITHHOLDING		513.69
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		13,365.64
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					13,853.29
Vendor: 014435 - KANSAS PAYMENT CENTER					
KANSAS PAYMENT CENTER	INV0018033	02/14/2020	GARNISHMENT		169.00
Vendor 014435 - KANSAS PAYMENT CENTER Total:					169.00
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	CM0000477	02/14/2020	KP&F		-33.43
KANSAS PUBLIC EMPLOYEES	CM0000490	02/14/2020	KPERS #3		-57.79
KANSAS PUBLIC EMPLOYEES	CM0000491	02/14/2020	KPERS INSURANCE		-3.96
KANSAS PUBLIC EMPLOYEES	INV0017968	02/14/2020	KPERS #3		3.30
KANSAS PUBLIC EMPLOYEES	INV0017969	02/14/2020	KPERS INSURANCE		0.22

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
KANSAS PUBLIC EMPLOYEES	INV0017985	02/14/2020	KPERS #1		473.50
KANSAS PUBLIC EMPLOYEES	INV0017986	02/14/2020	KPERS #2		439.90
KANSAS PUBLIC EMPLOYEES	INV0017987	02/14/2020	KPERS #3		1,710.53
KANSAS PUBLIC EMPLOYEES	INV0017988	02/14/2020	KPERS INSURANCE		167.96
KANSAS PUBLIC EMPLOYEES	INV0018034	02/14/2020	KP&F		71,460.90
KANSAS PUBLIC EMPLOYEES	INV0018035	02/14/2020	KPERS #1		4,400.98
KANSAS PUBLIC EMPLOYEES	INV0018036	02/14/2020	KPERS #2		3,900.99
KANSAS PUBLIC EMPLOYEES	INV0018037	02/14/2020	KPERS #3		4,488.21
KANSAS PUBLIC EMPLOYEES	INV0018039	02/14/2020	KPERS INSURANCE		882.68
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					87,833.99
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0017989	02/14/2020	CITY OF JC EMPLOYER PAID STD		254.02
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		4,467.97
Vendor 02713 - KAREN COMPTON Total:					4,721.99
Vendor: 048289 - POLICE & FIREMEN'S INSURANCE ASSOCIATION					
POLICE & FIREMEN'S INSURANC...	INV0018040	02/14/2020	POLICE & FIRE INSURANCE		1,013.34
Vendor 048289 - POLICE & FIREMEN'S INSURANCE ASSOCIATION Total:					1,013.34
Vendor: 067881 - ROLLING MEADOWS GOLF COURSE					
ROLLING MEADOWS GOLF COU...	INV0018031	02/14/2020	ROLLING MEADOWS GOLF COU...		221.26
Vendor 067881 - ROLLING MEADOWS GOLF COURSE Total:					221.26
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY					
UNITED WAY OF JUNCTION CITY...	INV0018044	02/14/2020	UNITED WAY		27.50
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:					27.50
Department 000 - NON-DEPARTMENTAL Total:					224,030.74
Department: 002 - INFORMATION TECHNOLOGY SYSTEMS					
Vendor: 03009 - ECONET.COM, INC.					
ECONET.COM, INC.	33134	02/14/2020	Sentinal Anti Intrusion Device PD		1,888.95
ECONET.COM, INC.	33134	02/14/2020	Sentinal Anti Intrusion Device P...		1,557.00
Vendor 03009 - ECONET.COM, INC. Total:					3,445.95
Vendor: 03091 - K&W UNDERGROUND					
K&W UNDERGROUND	7432	02/18/2020	18mm CO Straight Couplers		2,596.50
K&W UNDERGROUND	7432	02/18/2020	Fiber Project Parts		47,439.00
K&W UNDERGROUND	7432	02/18/2020	18mm CO End Caps		1,881.60
Vendor 03091 - K&W UNDERGROUND Total:					51,917.10
Vendor: 01972 - MICHAEL VACANTI					
MICHAEL VACANTI	FEB 7TH 2020	02/21/2020	TRVL REIMB-GMIS MEETING IN ...		109.49
Vendor 01972 - MICHAEL VACANTI Total:					109.49
Department 002 - INFORMATION TECHNOLOGY SYSTEMS Total:					55,472.54
Department: 003 - ADMINISTRATION					
Vendor: 067805 - CARD CENTER					
CARD CENTER	DINKEL-JAN 2020	02/21/2020	EL TAPATIO-LUNCH MEETING-P...		40.00
CARD CENTER	JOHNSON-JAN 2020	02/19/2020	EZREGISTER-FLSA CONF REGIST...		395.00
CARD CENTER	MELTON-JAN 2020	02/19/2020	THREE RIVERS ENGRAVING-NA...		53.10
CARD CENTER	MILLER-JAN 2020	02/19/2020	AMAZON-COFFEE URN-ADMIN ...		33.99
CARD CENTER	MILLER-JAN 2020	02/19/2020	KS DEPT OF ADMIN-AUDIT REP ...		175.00
CARD CENTER	MILLER-JAN 2020	02/19/2020	RED ROBIN-MUNI GOV DAY-MI...		37.00
CARD CENTER	MILLER-JAN 2020	02/19/2020	BLUE MOOSE GRILL-FLINT HILLS...		203.88
CARD CENTER	MILLER-JAN 2020	02/19/2020	BILLY SIMS-CUST.SERV TRAININ...		24.18
CARD CENTER	MILLER-JAN 2020	02/19/2020	BILLY SIMS-CUST.SERV TRAININ...		21.14
CARD CENTER	MILLER-JAN 2020	02/19/2020	PIZZA HUT-WORKING LUNCH,ST...		37.43
CARD CENTER	MILLER-JAN 2020	02/19/2020	GOVT FINANCE OFFICERS-MEM...		150.00
CARD CENTER	PULA-JAN 2020	02/19/2020	FORMS FULLFILLMENT CENTER...		37.28
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	FORT RILEY COMMISSARY-WAT...		5.52
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	EMBASSY SUITES-FLINT HILS RE...		148.40
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	EMBASSY SUITES-FLINT HILS RE...		148.40
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	EMBASSY SUITES-FLINT HILS RE...		148.40
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	EMBASSY SUITES-FLINT HILS RE...		148.40

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Post Dates: 02/13/2020 - 02/25/2020

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
CARD CENTER	TRAVEL-JAN 2020	02/21/2020	FMCASA D & A-DRUG AND ALC...		62.50
Vendor 067805 - CARD CENTER Total:					1,869.62
Vendor: 072367 - CHAMBER OF COMMERCE					
CHAMBER OF COMMERCE	7189	02/24/2020	CHAMBER OF COMMERCE ANN...		450.00
Vendor 072367 - CHAMBER OF COMMERCE Total:					450.00
Vendor: 02134 - KINGDOM IMAGES PHOTOGRAPHY					
KINGDOM IMAGES PHOTOGRA...	202002-23	02/24/2020	PORTRAITS FOR COMMISSIONE...		400.00
Vendor 02134 - KINGDOM IMAGES PHOTOGRAPHY Total:					400.00
Vendor: 01345 - WOODRIVER ENERGY LLC					
WOODRIVER ENERGY LLC	205634	02/21/2020	CITY HALL-700 N JEFFERSON		1,175.92
Vendor 01345 - WOODRIVER ENERGY LLC Total:					1,175.92
Department 003 - ADMINISTRATION Total:					3,895.54
Department: 008 - BUILDING MAINTENANCE					
Vendor: 067805 - CARD CENTER					
CARD CENTER	GRAY, JAN 2020	02/13/2020	WALL PAINT, SPIN CITY		25.19
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	TANK SPRAYER		10.99
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	SCRAPER BLADES		13.77
CARD CENTER	PICKING, JAN 2020	02/13/2020	FLOOR CLEANER, SPIN CITY		137.88
CARD CENTER	PICKING, JAN 2020	02/13/2020	GERKEN RENT ALL, BUFFER PADS		32.00
CARD CENTER	PICKING, JAN 2020	02/13/2020	FLUSH VALVE		16.99
CARD CENTER	PICKING, JAN 2020	02/13/2020	FLOOR FINISH, SPIN CITY		28.96
CARD CENTER	PICKING, JAN 2020	02/13/2020	GERKEN RENT ALL, DEPOSIT RE...		-8.28
CARD CENTER	PICKING, JAN 2020	02/13/2020	GERKEN RENT ALL, RENT WET/...		59.40
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	PAINT AND SUPPLIES		37.45
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	COPPER ADAPTER		2.79
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WIRE CONNECTORS		2.99
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TOILET REPAIR PARTS		3.59
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	NAILS		5.49
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	BATTERIES		5.99
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	BALLCOCK		7.49
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TAPE		8.59
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	BULB		3.99
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	BLACK SHEETING, WATER TOWR		12.99
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	LUMBER		34.13
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	BULBS		28.72
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WIRE, WIRE CONNECTORS		25.56
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	DOOR STOP		12.98
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	PAINT		25.19
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	PAINT		25.19
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TOILET TANK BOLTS		11.98
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	VALVE		19.95
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	SEALANT, DRYWALL SCREWS		12.99
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TOILET REPAIR PARTS		43.44
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TOILET REPAIR PARTS		122.95
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WALMART, BULBS		15.94
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	TOILET REPAIR PARTS		20.49
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	CORRECTION TAPE		5.81
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WALMART, TAPE		9.97
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WALMART, CLOCK AND BATTER...		14.80
Vendor 067805 - CARD CENTER Total:					838.35
Vendor: 01696 - NEKOLOCKS					
NEKOLOCKS	1729	02/13/2020	REKEY LOCK AND KEYS, RATHERT		90.00
Vendor 01696 - NEKOLOCKS Total:					90.00
Vendor: 076635 - THERMAL COMFORT AIR, INC					
THERMAL COMFORT AIR, INC	168943	02/13/2020	REPLACE THERMOSTAT ON HEA...		182.19
Vendor 076635 - THERMAL COMFORT AIR, INC Total:					182.19
Department 008 - BUILDING MAINTENANCE Total:					1,110.54

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Department: 010 - PARKS DEPARTMENT					
Vendor: 067805 - CARD CENTER					
CARD CENTER	GRAY, JAN 2020	02/13/2020	FOOD AND SUPPLIES		159.84
CARD CENTER	GRAY, JAN 2020	02/13/2020	OREILLY, HEADLIGHT BULB TRU...		30.55
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	ORSCHLON, CHAINSAW BAR OIL		26.74
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	ORSCHLON, AIR HOSE REEL		95.98
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	REPLACE FUEL CAP TRUCK 109		13.74
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	REPAIR DOOR HINGE, TRUCK 149		39.00
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	CHAINSAW		359.99
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	ORSCHLON, SAFETY BOOTS, JO...		159.99
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	CHAINSAW REPAIR		52.60
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	REPAIR DOOR HINGE, TRUCK 149		162.00
CARD CENTER	PICKING, JAN 2020	02/13/2020	CATLETT AUTOMOTIVE, ANTIFR...		19.99
CARD CENTER	PICKING, JAN 2020	02/13/2020	FREDDY'S LUNCH WITH PARKS ...		27.95
CARD CENTER	PICKING, JAN 2020	02/13/2020	FLOOR FINISH, SPIN CITY		13.56
CARD CENTER	PICKING, JAN 2020	02/13/2020	KRPA CONFERENCE, ED		280.00
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	WOOD, PAINT		56.94
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	PAINT		57.17
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	SANDING SPONGE		39.28
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	RETURN LUMBER		-2.70
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	LUMBER		13.72
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	PAINT BRUSH		2.58
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	LUMBER		1.16
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	FRONT TIRES, TRUCK 149		369.98
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	REFUND SALES TAX ON TIRES		-33.32
Vendor 067805 - CARD CENTER Total:					1,946.74
Vendor: 018500 - DAVE'S ELECTRIC, INC.					
DAVE'S ELECTRIC, INC.	2020066	02/13/2020	WORK DONE ON SCOREBOARD,...		240.80
Vendor 018500 - DAVE'S ELECTRIC, INC. Total:					240.80
Vendor: 043802 - EVERGY					
EVERGY	513 N JEFF-FEB 2020	02/25/2020	513 N JEFFERSON-FEB 2020		305.33
Vendor 043802 - EVERGY Total:					305.33
Vendor: 026410 - FLINT HILLS ROOF SVC					
FLINT HILLS ROOF SVC	7052	02/25/2020	NEW ROOF, RATHERT STADIUM		22,537.05
Vendor 026410 - FLINT HILLS ROOF SVC Total:					22,537.05
Vendor: 041100 - SECURITY SOLUTIONS INC					
SECURITY SOLUTIONS INC	103514	02/21/2020	ALARM WUPD 2307 N JACKSON		35.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					35.00
Vendor: 01656 - TURF DESIGN INC.					
TURF DESIGN INC.	JC20193	02/18/2020	APPLICATION #5, LATE FALL		1,568.40
Vendor 01656 - TURF DESIGN INC. Total:					1,568.40
Vendor: 01345 - WOODDRIVER ENERGY LLC					
WOODDRIVER ENERGY LLC	205634	02/21/2020	PARKS-2307 N JACKSON		564.57
Vendor 01345 - WOODDRIVER ENERGY LLC Total:					564.57
Department 010 - PARKS DEPARTMENT Total:					27,197.89
Department: 011 - SWIMMING POOL					
Vendor: 067805 - CARD CENTER					
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	GOOF OFF REMOVER		17.18
CARD CENTER	PICKING, JAN 2020	02/13/2020	KRPA CONFERENCE, JOSH		280.00
Vendor 067805 - CARD CENTER Total:					297.18
Vendor: 041100 - SECURITY SOLUTIONS INC					
SECURITY SOLUTIONS INC	103514	02/21/2020	ALARM CITY POOL-1017 W 5TH		15.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					15.00
Department 011 - SWIMMING POOL Total:					312.18
Department: 013 - SPIN CITY					
Vendor: 067805 - CARD CENTER					
CARD CENTER	GRAY, JAN 2020	02/13/2020	WALMART, SWEEPERS		57.92

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
CARD CENTER	GRAY, JAN 2020	02/13/2020	FUN EXPRESS, REDEMPTION PR...		815.06
CARD CENTER	GRAY, JAN 2020	02/13/2020	PARTY SUPPLIES, REMDEMPTI...		837.10
CARD CENTER	GRAY, JAN 2020	02/13/2020	FUN EXPRESS, PARTY SUPPLIES		176.60
CARD CENTER	GRAY, JAN 2020	02/13/2020	WALMART, THUMB DRIVE		9.88
CARD CENTER	GRAY, JAN 2020	02/13/2020	WALMART, PENS/LETTER OPEN...		44.56
CARD CENTER	GRAY, JAN 2020	02/13/2020	SPOTIFY, MONTHLY MUSIC SUB...		9.99
CARD CENTER	GRAY, JAN 2020	02/13/2020	FOOD		420.42
CARD CENTER	GRAY, JAN 2020	02/13/2020	WALMART, BUNS/PIZZAS		88.07
CARD CENTER	GRAY, JAN 2020	02/13/2020	FOOD AND SUPPLIES		135.94
CARD CENTER	LAZEAR, JAN 2020	02/13/2020	TANK SPRAYER		10.99
Vendor 067805 - CARD CENTER Total:					2,606.53

Vendor: 041100 - SECURITY SOLUTIONS INC

SECURITY SOLUTIONS INC	103514	02/21/2020	ALARM-915 S WASHINGTON		25.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					25.00

Department 013 - SPIN CITY Total: 2,631.53
Department: 017 - ROLLING MEADOWS GOLF COURSE
Vendor: 02104 - BRAMLAGE PROPERTIES, LLC

BRAMLAGE PROPERTIES, LLC	MARCH 2020	02/24/2020	MARCH 2020-BILLBOARD RENT...		350.00
Vendor 02104 - BRAMLAGE PROPERTIES, LLC Total:					350.00

Vendor: 067805 - CARD CENTER

CARD CENTER	GRAY, JAN 2020	02/13/2020	FOOD AND SUPPLIES		28.98
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	TORDON FOR STUMP		49.99
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	TOILET PAPER		17.99
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	SHOP TOWELS		25.98
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	PARTS RETURN		-5.99
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	TIRE VALVE STEM-TRACTOR		9.16
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	CHAINSAW, CHAINS, BAR RETU...		-48.98
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	BAR OIL, CHAINS		23.95
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	GATOR TIRE		192.00
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	CHAINSAW, CHAINS, BAR		48.98
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	OIL, CARB CLEANER		69.69
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	CHAINSAW, CHAINS, BAR		89.98
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	FUEL FILTER		8.94
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	HYDRAULIC FILTERS		44.66
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	LEMONADE REFILL		48.41
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	HEATERS FOR SHOP		131.97
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	KGCSA JANUARY MEETING		60.00
CARD CENTER	YOUNGERS - JAN 2020	02/14/2020	NIC GCSAA DUES		400.00
Vendor 067805 - CARD CENTER Total:					1,195.71

Vendor: 020860 - MID KANSAS COOPERATIVE ASSOCIATION

MID KANSAS COOPERATIVE AS...	14692	02/24/2020	MOTOR FUEL		1,401.72
Vendor 020860 - MID KANSAS COOPERATIVE ASSOCIATION Total:					1,401.72

Vendor: 00766 - SITEONE LANDSCAPE SUPPLY HOLDING, LLC

SITEONE LANDSCAPE SUPPLY H...	96831501-001	02/24/2020	PGR, GHRUB CONTROL		398.05
SITEONE LANDSCAPE SUPPLY H...	96831501-001	02/24/2020	VALE BOXES		330.97
SITEONE LANDSCAPE SUPPLY H...	96889766-002	02/24/2020	RESPIRATOR MASK CARTRIDGE		45.10
Vendor 00766 - SITEONE LANDSCAPE SUPPLY HOLDING, LLC Total:					774.12

Vendor: 076635 - THERMAL COMFORT AIR, INC

THERMAL COMFORT AIR, INC	169007	02/24/2020	ICE MACHINE REPAIR		457.72
Vendor 076635 - THERMAL COMFORT AIR, INC Total:					457.72

Vendor: 01092 - WINFIELD SOLUTIONS LLC

WINFIELD SOLUTIONS LLC	63592173	02/24/2020	SECONDARY MOISTURE METER ...		1,625.00
Vendor 01092 - WINFIELD SOLUTIONS LLC Total:					1,625.00

Department 017 - ROLLING MEADOWS GOLF COURSE Total: 5,804.27
Department: 018 - EMERGENCY MEDICAL SERVICES
Vendor: 02444 - BOUND TREE MEDICAL, LLC

BOUND TREE MEDICAL, LLC	83506611	02/13/2020	MEDICAL SUPPLIES		1,279.95
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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
BOUND TREE MEDICAL, LLC	83506612	02/13/2020	MEDICAL SUPPLIES		123.48
Vendor 02444 - BOUND TREE MEDICAL, LLC Total:					1,403.43
Vendor: 067805 - CARD CENTER					
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	STANION WHOLESAL, BULBS		223.00
Vendor 067805 - CARD CENTER Total:					223.00
Vendor: 01160 - CENTURY BUSINESS TECHNOLOGIES					
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - Color 50%		16.10
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - BW		56.07
Vendor 01160 - CENTURY BUSINESS TECHNOLOGIES Total:					72.17
Vendor: 02592 - TFMCOMM INC.					
TFMCOMM INC.	205638	02/13/2020	ROD & STAND/503		110.50
Vendor 02592 - TFMCOMM INC. Total:					110.50
Vendor: 03081 - VALOR FORD INC					
VALOR FORD INC	6000255	02/19/2020	UPPER RADIATOR HOSE/564		101.67
Vendor 03081 - VALOR FORD INC Total:					101.67
Department 018 - EMERGENCY MEDICAL SERVICES Total:					1,910.77
Department: 019 - ANIMAL SHELTER					
Vendor: 028265 - GEARY COUNTY CLERK					
GEARY COUNTY CLERK	JANUARY 2020	02/21/2020	JANUARY 2020-ANIMAL SHELTE...		8,187.41
Vendor 028265 - GEARY COUNTY CLERK Total:					8,187.41
Department 019 - ANIMAL SHELTER Total:					8,187.41
Department: 022 - BUILDING CODES & INSPECTIONS					
Vendor: 01160 - CENTURY BUSINESS TECHNOLOGIES					
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - Color		30.35
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - BW		3.54
Vendor 01160 - CENTURY BUSINESS TECHNOLOGIES Total:					33.89
Department 022 - BUILDING CODES & INSPECTIONS Total:					33.89
Department: 023 - LAW ENFORCEMENT DEPARTMENT					
Vendor: 067805 - CARD CENTER					
CARD CENTER	MILLER-JAN 2020	02/19/2020	KTAG-POLICE USE OF TOLL LANE		1.92
Vendor 067805 - CARD CENTER Total:					1.92
Vendor: 01787 - CELLEBRITE USA, INC.					
CELLEBRITE USA, INC.	213945	02/24/2020	Cellebrite License Renewals		3,700.00
CELLEBRITE USA, INC.	213946	02/24/2020	Cellebrite License Renewals		3,700.00
Vendor 01787 - CELLEBRITE USA, INC. Total:					7,400.00
Vendor: 016620 - CORYELL INSURORS, INC.					
CORYELL INSURORS, INC.	33630	02/18/2020	33630 Notary #917		75.00
CORYELL INSURORS, INC.	33658	02/24/2020	33658 Notary #770		75.00
Vendor 016620 - CORYELL INSURORS, INC. Total:					150.00
Vendor: 043802 - EVERGY					
EVERGY	230 E 9TH-FEB 2020	02/21/2020	230 E 9TH-FEB 2020		766.42
Vendor 043802 - EVERGY Total:					766.42
Vendor: 028442 - GEARY COUNTY SHERIFF					
GEARY COUNTY SHERIFF	January 2020	02/13/2020	Jail Expense January 2020		30,000.00
Vendor 028442 - GEARY COUNTY SHERIFF Total:					30,000.00
Vendor: 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC					
GODFREY'S INDOOR SHOOTING...	28709	02/20/2020	Body Armor #970,961,74		1,407.20
Vendor 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC Total:					1,407.20
Vendor: 015300 - KA-COMM					
KA-COMM	171444	02/19/2020	171444 Install #225		3,445.38
KA-COMM	172622	02/20/2020	172622 Push Bumper/Lights #2...		165.00
KA-COMM	172629	02/20/2020	172629 Antenna Mount #224		83.25
KA-COMM	172730	02/20/2020	172730 Feb 2020 Service Contr...		377.00
Vendor 015300 - KA-COMM Total:					4,070.63

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 041336 - KEY OFFICE PRODUCTS					
KEY OFFICE PRODUCTS	AR29998	02/18/2020	29998 Fuser		219.99
Vendor 041336 - KEY OFFICE PRODUCTS Total:					219.99
Vendor: 02897 - PEPSI COLA BOTTLING COMPANY OF MARYSVILLE, INC.					
PEPSI COLA BOTTLING COMPA...	1234:053943	02/18/2020	53943 Coffee, Sugar		102.95
Vendor 02897 - PEPSI COLA BOTTLING COMPANY OF MARYSVILLE, INC. Total:					102.95
Vendor: 01634 - RAINBOW INTERNATIONAL OF EAST CENTRAL KS					
RAINBOW INTERNATIONAL OF ...	10610	02/24/2020	10610 Crime Scene		324.11
Vendor 01634 - RAINBOW INTERNATIONAL OF EAST CENTRAL KS Total:					324.11
Vendor: 01167 - STAPLES ADVANTAGE					
STAPLES ADVANTAGE	3438862622	02/20/2020	3438862622 Calendar		25.66
STAPLES ADVANTAGE	3438862632	02/20/2020	3438862632 Toner Cartridges/S...		371.27
Vendor 01167 - STAPLES ADVANTAGE Total:					396.93
Vendor: 076635 - THERMAL COMFORT AIR, INC					
THERMAL COMFORT AIR, INC	168199	02/13/2020	168199 Warehouse heater		315.73
Vendor 076635 - THERMAL COMFORT AIR, INC Total:					315.73
Vendor: 012051 - U.S. CELLULAR					
U.S. CELLULAR	355103964	02/13/2020	355103964 Data Plans		38.62
Vendor 012051 - U.S. CELLULAR Total:					38.62
Vendor: 083460 - WEST PAYMENT CENTER					
WEST PAYMENT CENTER	841779046	02/13/2020	841779046 CLEAR Subscription		237.09
Vendor 083460 - WEST PAYMENT CENTER Total:					237.09
Vendor: 01345 - WOODRIVER ENERGY LLC					
WOODRIVER ENERGY LLC	205634	02/21/2020	JCPD-210 E 9TH		380.25
WOODRIVER ENERGY LLC	205634	02/21/2020	JCPD-WAREHOUSE--312 E 9TH		450.46
Vendor 01345 - WOODRIVER ENERGY LLC Total:					830.71
Department 023 - LAW ENFORCEMENT DEPARTMENT Total:					46,262.30
Department: 024 - FIRE DEPARTMENT					
Vendor: 067805 - CARD CENTER					
CARD CENTER	WRIGHT, JAN 2020	02/13/2020	STANION WHOLESALE, BULBS		223.00
Vendor 067805 - CARD CENTER Total:					223.00
Vendor: 01160 - CENTURY BUSINESS TECHNOLOGIES					
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - BW		56.07
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - Color 50%		16.08
Vendor 01160 - CENTURY BUSINESS TECHNOLOGIES Total:					72.15
Vendor: 043805 - JASON LANKAS					
JASON LANKAS	KSIAAI 02062020	02/21/2020	MEAL REIMBURSEMENT/KSIAAI...		14.29
Vendor 043805 - JASON LANKAS Total:					14.29
Department 024 - FIRE DEPARTMENT Total:					309.44
Department: 025 - STREET DEPARTMENT					
Vendor: 03092 - BLADES GROUP LLC					
BLADES GROUP LLC	18009218DS	02/20/2020	ROCK ASPHALT-BULK BAG		870.00
Vendor 03092 - BLADES GROUP LLC Total:					870.00
Vendor: 03042 - CATLETT AUTOMOTIVE, INC.					
CATLETT AUTOMOTIVE, INC.	428104	02/19/2020	#620 AC BLOWER MOTOR		59.20
Vendor 03042 - CATLETT AUTOMOTIVE, INC. Total:					59.20
Vendor: 018500 - DAVE'S ELECTRIC, INC.					
DAVE'S ELECTRIC, INC.	2020068	02/13/2020	WASHINGTON CORRIDOR LED L...		2,180.40
DAVE'S ELECTRIC, INC.	2020079	02/13/2020	WASHINGTON LED POLE LIGHT		246.00
DAVE'S ELECTRIC, INC.	2020083	02/13/2020	MISC. SIREN CHECKS		312.00
Vendor 018500 - DAVE'S ELECTRIC, INC. Total:					2,738.40
Vendor: 043802 - EVERGY					
EVERGY	133 E 6TH-FEB 2020	02/21/2020	133 E 6TH-FEB 2020		42.84
Vendor 043802 - EVERGY Total:					42.84

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 059801 - NEWMAN SIGNS					
NEWMAN SIGNS	TRFINV015015	02/20/2020	SCHOOL TIME SIGNS		158.80
Vendor 059801 - NEWMAN SIGNS Total:					158.80
Vendor: 02363 - PENN ENTERPRISES					
PENN ENTERPRISES	01/2020	02/19/2020	LAUNDERING OF OFFICE MATS ...		32.31
Vendor 02363 - PENN ENTERPRISES Total:					32.31
Vendor: 03081 - VALOR FORD INC					
VALOR FORD INC	6000262	02/20/2020	TRANSMISSION OIL		18.50
Vendor 03081 - VALOR FORD INC Total:					18.50
Department 025 - STREET DEPARTMENT Total:					3,920.05
Department: 029 - LEGAL DEPARTMENT					
Vendor: 00939 - FISHER, PATTERSON, SAYLER & SMITH, L.L.P.					
FISHER, PATTERSON, SAYLER & ... 90502		02/18/2020	FARMER'S BANK V. HOMESTEAD..		225.00
Vendor 00939 - FISHER, PATTERSON, SAYLER & SMITH, L.L.P. Total:					225.00
Vendor: 083460 - WEST PAYMENT CENTER					
WEST PAYMENT CENTER	841762872	02/25/2020	JAN 1 2020-JAN 31 2020		280.50
Vendor 083460 - WEST PAYMENT CENTER Total:					280.50
Department 029 - LEGAL DEPARTMENT Total:					505.50
Department: 030 - MUNICIPAL COURT					
Vendor: 03095 - ASIA J SUBER					
ASIA J SUBER	2018-00031838	02/21/2020	CASE#2018-00031838-DOM-BA...		825.00
Vendor 03095 - ASIA J SUBER Total:					825.00
Vendor: 01160 - CENTURY BUSINESS TECHNOLOGIES					
CENTURY BUSINESS TECHNOLO... 551074		02/18/2020	Copier Usage - BW		11.60
CENTURY BUSINESS TECHNOLO... 551074		02/18/2020	Copier Usage - Color		201.00
Vendor 01160 - CENTURY BUSINESS TECHNOLOGIES Total:					212.60
Vendor: 01516 - COLLECTION BUREAU OF KANSAS INC					
COLLECTION BUREAU OF KANS... 6718		02/18/2020	INTEREST FEES COLLECTED/OW...		181.92
Vendor 01516 - COLLECTION BUREAU OF KANSAS INC Total:					181.92
Vendor: 03097 - FRANCISCO CORREA JR					
FRANCISCO CORREA JR	2019-00017100	02/25/2020	BOND REFUND-2019-00017100		735.00
Vendor 03097 - FRANCISCO CORREA JR Total:					735.00
Vendor: 03094 - GO VAN GO					
GO VAN GO	2019-00003312	02/21/2020	REST-ZOELLER-CASE#2019-000...		55.00
Vendor 03094 - GO VAN GO Total:					55.00
Vendor: 041336 - KEY OFFICE PRODUCTS					
KEY OFFICE PRODUCTS	AR27651	02/18/2020	COURT DOCUMENT STAMPS		74.00
KEY OFFICE PRODUCTS	AR29719	02/18/2020	2020 SUPPLIES-FOLDERS/PENS/...		923.29
KEY OFFICE PRODUCTS	AR29720	02/18/2020	FOLDERS FOR PUBLIC DEFENDE...		723.60
Vendor 041336 - KEY OFFICE PRODUCTS Total:					1,720.89
Vendor: 03093 - QUINTON D PARKER					
QUINTON D PARKER	2019-00021264	02/21/2020	BOND REFUND-CASE#2019-000...		70.00
Vendor 03093 - QUINTON D PARKER Total:					70.00
Vendor: 041100 - SECURITY SOLUTIONS INC					
SECURITY SOLUTIONS INC	103514	02/21/2020	ALARM-COURT-700 N JEFFERS...		35.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					35.00
Department 030 - MUNICIPAL COURT Total:					3,835.41
Department: 040 - C.L. HOOVER OPERA HOUSE					
Vendor: 043802 - EVERGY					
EVERGY	135 E 7TH-FEB 2020	02/25/2020	135 W 7TH-FEB 2020 (OPERA)		4,232.19
Vendor 043802 - EVERGY Total:					4,232.19

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 01345 - WOODRIVER ENERGY LLC					
WOODRIVER ENERGY LLC	205741	02/21/2020	JANUARY 2020-OPERA HOUSE-...		196.44
Vendor 01345 - WOODRIVER ENERGY LLC Total:					196.44
Department 040 - C.L. HOOVER OPERA HOUSE Total:					4,428.63
Department: 048 - RECREATION DEPARTMENT					
Vendor: 067805 - CARD CENTER					
CARD CENTER	GRAY, JAN 2020	02/13/2020	FOOD AND SUPPLIES		51.94
CARD CENTER	PICKING, JAN 2020	02/13/2020	KRPA CONFERENCE, DONNA		290.00
Vendor 067805 - CARD CENTER Total:					341.94
Department 048 - RECREATION DEPARTMENT Total:					341.94
Fund 001 - GENERAL FUND Total:					390,190.57
Fund: 002 - GRANT FUND					
Department: 279 - BULLETPROOF VEST GRANTS					
Vendor: 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC					
GODFREY'S INDOOR SHOOTING...	28709	02/20/2020	Body Armor #970,961,74		1,407.19
Vendor 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC Total:					1,407.19
Department 279 - BULLETPROOF VEST GRANTS Total:					1,407.19
Fund 002 - GRANT FUND Total:					1,407.19
Fund: 014 - WATER UTILITY FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 03005 - ADRIAN & PANKRATZ, P.A					
ADRIAN & PANKRATZ, P.A	INV0018001	02/14/2020	GARNISHMENT		70.89
Vendor 03005 - ADRIAN & PANKRATZ, P.A Total:					70.89
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		13.44
ADVANCE LIFE INSURANCE	INV0018003	02/14/2020	ADVANCE LIFE INSURANCE BEF...		26.89
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					40.33
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY					
AMERICAN FAMILY LIFE ASSUR...	INV0018004	02/14/2020	AFLAC		17.68
AMERICAN FAMILY LIFE ASSUR...	INV0018005	02/14/2020	AFLAC BEFORE TAX		33.73
AMERICAN FAMILY LIFE ASSUR...	INV0018045	02/14/2020	VSP Vision Insurance Pre-Tax		15.77
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:					67.18
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0018007	02/14/2020	BLUE CROSS BLUE SHIELD		129.92
BLUE CROSS BLUE SHIELD OF KS ..	INV0018009	02/14/2020	BLUE CROSS BLUE SHIELD		47.07
BLUE CROSS BLUE SHIELD OF KS ..	INV0018010	02/14/2020	BLUE CROSS BLUE SHIELD		99.07
BLUE CROSS BLUE SHIELD OF KS ..	INV0018011	02/14/2020	BLUE CROSS BLUE SHIELD		203.96
BLUE CROSS BLUE SHIELD OF KS ..	INV0018013	02/14/2020	BLUE CROSS BLUE SHIELD		53.93
BLUE CROSS BLUE SHIELD OF KS ..	INV0018014	02/14/2020	BLUE CROSS BLUE SHIELD		274.59
BLUE CROSS BLUE SHIELD OF KS ..	INV0018015	02/14/2020	BLUE CROSS BLUE SHIELD		277.59
BLUE CROSS BLUE SHIELD OF KS ..	INV0018016	02/14/2020	BLUE CROSS BLUE SHIELD		23.92
BLUE CROSS BLUE SHIELD OF KS ..	INV0018017	02/14/2020	BLUE CROSS BLUE SHIELD		183.90
BLUE CROSS BLUE SHIELD OF KS ..	INV0018019	02/14/2020	BLUE CROSS BLUE SHIELD		145.56
BLUE CROSS BLUE SHIELD OF KS ..	INV0018020	02/14/2020	BLUE CROSS BLUE SHIELD		60.19
BLUE CROSS BLUE SHIELD OF KS ..	INV0018021	02/14/2020	BLUE CROSS BLUE SHIELD		42.21
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					1,541.91
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT..	INV0018029	02/14/2020	FLEX SPENDING-1074334		96.67
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					96.67
Vendor: 012130 - CITY OF JUNCTION CITY					
CITY OF JUNCTION CITY	INV0018030	02/14/2020	CITY OF JUNCTION CITY (G-FEE)		5.02
CITY OF JUNCTION CITY	INV0018042	02/14/2020	TELEPHONE REIMBURSEMENT		28.51
Vendor 012130 - CITY OF JUNCTION CITY Total:					33.53

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 01944 - GREAT WEST FINANCIAL					
GREAT WEST FINANCIAL	INV0018038	02/14/2020	GREAT WEST FINANCIAL		401.00
Vendor 01944 - GREAT WEST FINANCIAL Total:					401.00
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	CM0000479	02/14/2020	FEDERAL WITHHOLDING		1.60
INTERNAL REVENUE SERVICE	CM0000480	02/14/2020	MEDICARE WITHHOLDING		0.40
INTERNAL REVENUE SERVICE	INV0017970	02/14/2020	SOCIAL SECURITY WITHHOLDING		1.74
INTERNAL REVENUE SERVICE	INV0018047	02/14/2020	SOCIAL SECURITY WITHHOLDING		1,648.80
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		922.76
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		385.78
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					2,961.08
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	CM0000478	02/14/2020	STATE WITHHOLDING		0.80
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		477.03
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					477.83
Vendor: 014435 - KANSAS PAYMENT CENTER					
KANSAS PAYMENT CENTER	INV0018033	02/14/2020	GARNISHMENT		60.01
Vendor 014435 - KANSAS PAYMENT CENTER Total:					60.01
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	INV0017968	02/14/2020	KPERS #3		2.06
KANSAS PUBLIC EMPLOYEES	INV0017969	02/14/2020	KPERS INSURANCE		0.13
KANSAS PUBLIC EMPLOYEES	INV0018035	02/14/2020	KPERS #1		510.80
KANSAS PUBLIC EMPLOYEES	INV0018036	02/14/2020	KPERS #2		456.80
KANSAS PUBLIC EMPLOYEES	INV0018037	02/14/2020	KPERS #3		1,073.90
KANSAS PUBLIC EMPLOYEES	INV0018039	02/14/2020	KPERS INSURANCE		139.77
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					2,183.46
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		203.70
Vendor 02713 - KAREN COMPTON Total:					203.70
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY					
UNITED WAY OF JUNCTION CITY...	INV0018044	02/14/2020	UNITED WAY		6.75
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:					6.75
Department 000 - NON-DEPARTMENTAL Total:					8,144.34
Department: 532 - WATER DISTRIBUTION SYSTEM					
Vendor: 01160 - CENTURY BUSINESS TECHNOLOGIES					
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - BW		3.54
CENTURY BUSINESS TECHNOLO...	551074	02/18/2020	Copier Usage - Color		30.35
Vendor 01160 - CENTURY BUSINESS TECHNOLOGIES Total:					33.89
Vendor: 038040 - J & K CONTRACTING L.C.					
J & K CONTRACTING L.C.	021120-2	02/13/2020	DEVIN WATER LINE RELOCATE		8,640.95
Vendor 038040 - J & K CONTRACTING L.C. Total:					8,640.95
Vendor: 01958 - MUNICIPAL PIPE SERVICES					
MUNICIPAL PIPE SERVICES	0005761-IN	02/13/2020	2-4" PLUSH PLUG WITH INSTALL		4,700.00
Vendor 01958 - MUNICIPAL PIPE SERVICES Total:					4,700.00
Vendor: 02363 - PENN ENTERPRISES					
PENN ENTERPRISES	01/2020	02/19/2020	LAUNDERING OF OFFICE MATS ...		23.08
Vendor 02363 - PENN ENTERPRISES Total:					23.08
Vendor: 069498 - SALINA SUPPLY COMPANY					
SALINA SUPPLY COMPANY	S100163640.001	02/13/2020	18" POLY FLARED END SECTION		342.11
SALINA SUPPLY COMPANY	S100163640.001	02/13/2020	12" POLY FLARED END SECTION		157.75
SALINA SUPPLY COMPANY	S100163640.001	02/13/2020	24" POLY FLARED END SECTION		543.90
SALINA SUPPLY COMPANY	S100163864.001	02/13/2020	3/4" PACK JOINT COUPLING		73.25
SALINA SUPPLY COMPANY	S100163864.001	02/13/2020	5/8X3/4 METER COUPLING		743.94
SALINA SUPPLY COMPANY	S100163864.001	02/13/2020	5/8X3/4 M-STOP FIP		265.92
Vendor 069498 - SALINA SUPPLY COMPANY Total:					2,126.87

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 03081 - VALOR FORD INC					
VALOR FORD INC	6000262	02/20/2020	TRANSMISSION OIL		15.42
Vendor 03081 - VALOR FORD INC Total:					15.42
Vendor: 01345 - WOODRIVER ENERGY LLC					
WOODRIVER ENERGY LLC	205634	02/21/2020	PUBLIC WORKS-2324 N JACKSON		579.21
Vendor 01345 - WOODRIVER ENERGY LLC Total:					579.21
Department 532 - WATER DISTRIBUTION SYSTEM Total:					16,119.42
Department: 534 - WATER ADMINISTRATION					
Vendor: 03091 - K&W UNDERGROUND					
K&W UNDERGROUND	7432	02/18/2020	18mm CO Straight Couplers		3,029.25
K&W UNDERGROUND	7432	02/18/2020	18mm CO End Caps		2,195.20
K&W UNDERGROUND	7432	02/18/2020	Fiber Project Parts		55,345.50
Vendor 03091 - K&W UNDERGROUND Total:					60,569.95
Vendor: 041100 - SECURITY SOLUTIONS INC					
SECURITY SOLUTIONS INC	103514	02/21/2020	ALARM CITY CLERK OFC.(CS dep...		18.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					18.00
Department 534 - WATER ADMINISTRATION Total:					60,587.95
Fund 014 - WATER UTILITY FUND Total:					84,851.71
Fund: 015 - WASTEWATER UTILITY FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 03005 - ADRIAN & PANKRATZ, P.A					
ADRIAN & PANKRATZ, P.A	INV0018001	02/14/2020	GARNISHMENT		70.89
Vendor 03005 - ADRIAN & PANKRATZ, P.A Total:					70.89
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		15.63
ADVANCE LIFE INSURANCE	INV0018003	02/14/2020	ADVANCE LIFE INSURANCE BEF...		26.89
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					42.52
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY					
AMERICAN FAMILY LIFE ASSUR...	INV0018004	02/14/2020	AFLAC		17.68
AMERICAN FAMILY LIFE ASSUR...	INV0018005	02/14/2020	AFLAC BEFORE TAX		61.47
AMERICAN FAMILY LIFE ASSUR...	INV0018045	02/14/2020	VSP Vision Insurance Pre-Tax		17.34
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:					96.49
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0018007	02/14/2020	BLUE CROSS BLUE SHIELD		129.92
BLUE CROSS BLUE SHIELD OF KS ..	INV0018009	02/14/2020	BLUE CROSS BLUE SHIELD		50.10
BLUE CROSS BLUE SHIELD OF KS ..	INV0018010	02/14/2020	BLUE CROSS BLUE SHIELD		99.07
BLUE CROSS BLUE SHIELD OF KS ..	INV0018011	02/14/2020	BLUE CROSS BLUE SHIELD		203.96
BLUE CROSS BLUE SHIELD OF KS ..	INV0018013	02/14/2020	BLUE CROSS BLUE SHIELD		57.31
BLUE CROSS BLUE SHIELD OF KS ..	INV0018014	02/14/2020	BLUE CROSS BLUE SHIELD		297.85
BLUE CROSS BLUE SHIELD OF KS ..	INV0018015	02/14/2020	BLUE CROSS BLUE SHIELD		300.68
BLUE CROSS BLUE SHIELD OF KS ..	INV0018016	02/14/2020	BLUE CROSS BLUE SHIELD		215.21
BLUE CROSS BLUE SHIELD OF KS ..	INV0018017	02/14/2020	BLUE CROSS BLUE SHIELD		374.02
BLUE CROSS BLUE SHIELD OF KS ..	INV0018019	02/14/2020	BLUE CROSS BLUE SHIELD		145.56
BLUE CROSS BLUE SHIELD OF KS ..	INV0018020	02/14/2020	BLUE CROSS BLUE SHIELD		36.05
BLUE CROSS BLUE SHIELD OF KS ..	INV0018021	02/14/2020	BLUE CROSS BLUE SHIELD		76.52
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					1,986.25
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT..	INV0018029	02/14/2020	FLEX SPENDING-1074334		100.21
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					100.21
Vendor: 012130 - CITY OF JUNCTION CITY					
CITY OF JUNCTION CITY	INV0018030	02/14/2020	CITY OF JUNCTION CITY (G-FEE)		4.98
CITY OF JUNCTION CITY	INV0018042	02/14/2020	TELEPHONE REIMBURSEMENT		28.51
Vendor 012130 - CITY OF JUNCTION CITY Total:					33.49
Vendor: 01944 - GREAT WEST FINANCIAL					
GREAT WEST FINANCIAL	INV0018038	02/14/2020	GREAT WEST FINANCIAL		407.50
Vendor 01944 - GREAT WEST FINANCIAL Total:					407.50

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	CM0000479	02/14/2020	FEDERAL WITHHOLDING		1.60
INTERNAL REVENUE SERVICE	CM0000480	02/14/2020	MEDICARE WITHHOLDING		0.40
INTERNAL REVENUE SERVICE	INV0017970	02/14/2020	SOCIAL SECURITY WITHHOLDING		1.74
INTERNAL REVENUE SERVICE	INV0018047	02/14/2020	SOCIAL SECURITY WITHHOLDING		1,854.58
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		940.18
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		433.68
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					3,232.18
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	CM0000478	02/14/2020	STATE WITHHOLDING		0.80
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		521.96
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					522.76
Vendor: 014435 - KANSAS PAYMENT CENTER					
KANSAS PAYMENT CENTER	INV0018033	02/14/2020	GARNISHMENT		59.99
Vendor 014435 - KANSAS PAYMENT CENTER Total:					59.99
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	INV0017968	02/14/2020	KPERS #3		2.06
KANSAS PUBLIC EMPLOYEES	INV0017969	02/14/2020	KPERS INSURANCE		0.13
KANSAS PUBLIC EMPLOYEES	INV0018035	02/14/2020	KPERS #1		529.82
KANSAS PUBLIC EMPLOYEES	INV0018036	02/14/2020	KPERS #2		456.75
KANSAS PUBLIC EMPLOYEES	INV0018037	02/14/2020	KPERS #3		1,314.00
KANSAS PUBLIC EMPLOYEES	INV0018039	02/14/2020	KPERS INSURANCE		157.46
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					2,460.22
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		231.41
Vendor 02713 - KAREN COMPTON Total:					231.41
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY					
UNITED WAY OF JUNCTION CITY...	INV0018044	02/14/2020	UNITED WAY		4.25
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:					4.25
Department 000 - NON-DEPARTMENTAL Total:					9,248.16
Department: 540 - WASTEWATER DISTRIBUTION SYSTEM					
Vendor: 02363 - PENN ENTERPRISES					
PENN ENTERPRISES	01/2020	02/19/2020	LAUNDERING OF OFFICE MATS ...		23.08
Vendor 02363 - PENN ENTERPRISES Total:					23.08
Vendor: 03081 - VALOR FORD INC					
VALOR FORD INC	6000262	02/20/2020	TRANSMISSION OIL		15.42
Vendor 03081 - VALOR FORD INC Total:					15.42
Department 540 - WASTEWATER DISTRIBUTION SYSTEM Total:					38.50
Department: 541 - WASTEWATER ADMINISTRATION					
Vendor: 03091 - K&W UNDERGROUND					
K&W UNDERGROUND	7432	02/18/2020	Fiber Project Parts		55,345.50
K&W UNDERGROUND	7432	02/18/2020	18mm CO Straight Couplers		3,029.25
K&W UNDERGROUND	7432	02/18/2020	18mm CO End Caps		2,195.20
Vendor 03091 - K&W UNDERGROUND Total:					60,569.95
Department 541 - WASTEWATER ADMINISTRATION Total:					60,569.95
Fund 015 - WASTEWATER UTILITY FUND Total:					69,856.61
Fund: 018 - STORM WATER UTILITY FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		3.18
ADVANCE LIFE INSURANCE	INV0018003	02/14/2020	ADVANCE LIFE INSURANCE BEF...		16.08
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					19.26
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY					
AMERICAN FAMILY LIFE ASSUR...	INV0018004	02/14/2020	AFLAC		8.50
AMERICAN FAMILY LIFE ASSUR...	INV0018005	02/14/2020	AFLAC BEFORE TAX		39.16

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
AMERICAN FAMILY LIFE ASSUR...	INV0018045	02/14/2020	VSP Vision Insurance Pre-Tax		10.40
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:					58.06
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0018007	02/14/2020	BLUE CROSS BLUE SHIELD		18.54
BLUE CROSS BLUE SHIELD OF KS ..	INV0018009	02/14/2020	BLUE CROSS BLUE SHIELD		39.48
BLUE CROSS BLUE SHIELD OF KS ..	INV0018010	02/14/2020	BLUE CROSS BLUE SHIELD		49.54
BLUE CROSS BLUE SHIELD OF KS ..	INV0018011	02/14/2020	BLUE CROSS BLUE SHIELD		81.58
BLUE CROSS BLUE SHIELD OF KS ..	INV0018013	02/14/2020	BLUE CROSS BLUE SHIELD		14.28
BLUE CROSS BLUE SHIELD OF KS ..	INV0018014	02/14/2020	BLUE CROSS BLUE SHIELD		34.91
BLUE CROSS BLUE SHIELD OF KS ..	INV0018015	02/14/2020	BLUE CROSS BLUE SHIELD		34.72
BLUE CROSS BLUE SHIELD OF KS ..	INV0018016	02/14/2020	BLUE CROSS BLUE SHIELD		4.78
BLUE CROSS BLUE SHIELD OF KS ..	INV0018019	02/14/2020	BLUE CROSS BLUE SHIELD		29.12
BLUE CROSS BLUE SHIELD OF KS ..	INV0018021	02/14/2020	BLUE CROSS BLUE SHIELD		3.90
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					310.85
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT..	INV0018029	02/14/2020	FLEX SPENDING-1074334		22.19
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					22.19
Vendor: 012130 - CITY OF JUNCTION CITY					
CITY OF JUNCTION CITY	INV0018030	02/14/2020	CITY OF JUNCTION CITY (G-FEE)		5.00
CITY OF JUNCTION CITY	INV0018042	02/14/2020	TELEPHONE REIMBURSEMENT		7.97
Vendor 012130 - CITY OF JUNCTION CITY Total:					12.97
Vendor: 01944 - GREAT WEST FINANCIAL					
GREAT WEST FINANCIAL	INV0018038	02/14/2020	GREAT WEST FINANCIAL		169.75
Vendor 01944 - GREAT WEST FINANCIAL Total:					169.75
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	CM0000479	02/14/2020	FEDERAL WITHHOLDING		0.32
INTERNAL REVENUE SERVICE	CM0000480	02/14/2020	MEDICARE WITHHOLDING		0.08
INTERNAL REVENUE SERVICE	INV0017970	02/14/2020	SOCIAL SECURITY WITHHOLDING		0.34
INTERNAL REVENUE SERVICE	INV0018047	02/14/2020	SOCIAL SECURITY WITHHOLDING		418.22
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		262.04
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		97.86
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					778.86
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	CM0000478	02/14/2020	STATE WITHHOLDING		0.16
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		124.38
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					124.54
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	INV0017968	02/14/2020	KPERS #3		0.40
KANSAS PUBLIC EMPLOYEES	INV0017969	02/14/2020	KPERS INSURANCE		0.03
KANSAS PUBLIC EMPLOYEES	INV0018035	02/14/2020	KPERS #1		130.63
KANSAS PUBLIC EMPLOYEES	INV0018036	02/14/2020	KPERS #2		87.29
KANSAS PUBLIC EMPLOYEES	INV0018037	02/14/2020	KPERS #3		305.86
KANSAS PUBLIC EMPLOYEES	INV0018039	02/14/2020	KPERS INSURANCE		35.84
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					560.05
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		57.42
Vendor 02713 - KAREN COMPTON Total:					57.42
Vendor: 02513 - MARYLAND CHILD SUPPORT ACCOUNT					
MARYLAND CHILD SUPPORT AC...	INV0018000	02/14/2020	MD CHILD SUPPORT ACCOUNT		117.69
Vendor 02513 - MARYLAND CHILD SUPPORT ACCOUNT Total:					117.69
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY					
UNITED WAY OF JUNCTION CITY...	INV0018044	02/14/2020	UNITED WAY		1.50
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:					1.50
Department 000 - NON-DEPARTMENTAL Total:					2,233.14
Fund 018 - STORM WATER UTILITY FUND Total:					2,233.14

Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Fund: 019 - ECONOMIC DEVELOPMENT FUND					
Department: 120 - ECONOMIC DEVELOPMENT					
Vendor: 01223 - EMPRISE BANK					
EMPRISE BANK	22334130-03012020	02/24/2020	IRB-PMT 2031 SPR VLY RD-MAR...		20,985.30
EMPRISE BANK	22334130-03012020	02/24/2020	IRB-PMT 2031 SPR VLY RD-MAR...		10,272.95
Vendor 01223 - EMPRISE BANK Total:					31,258.25
Department 120 - ECONOMIC DEVELOPMENT Total:					31,258.25
Fund 019 - ECONOMIC DEVELOPMENT FUND Total:					31,258.25
Fund: 023 - SANITATION FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		13.79
ADVANCE LIFE INSURANCE	INV0018003	02/14/2020	ADVANCE LIFE INSURANCE BEF...		66.18
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					79.97
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY					
AMERICAN FAMILY LIFE ASSUR...	INV0018004	02/14/2020	AFLAC		11.69
AMERICAN FAMILY LIFE ASSUR...	INV0018005	02/14/2020	AFLAC BEFORE TAX		128.21
AMERICAN FAMILY LIFE ASSUR...	INV0018045	02/14/2020	VSP Vision Insurance Pre-Tax		31.28
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:					171.18
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0018007	02/14/2020	BLUE CROSS BLUE SHIELD		37.18
BLUE CROSS BLUE SHIELD OF KS ..	INV0018009	02/14/2020	BLUE CROSS BLUE SHIELD		16.50
BLUE CROSS BLUE SHIELD OF KS ..	INV0018010	02/14/2020	BLUE CROSS BLUE SHIELD		74.31
BLUE CROSS BLUE SHIELD OF KS ..	INV0018011	02/14/2020	BLUE CROSS BLUE SHIELD		81.53
BLUE CROSS BLUE SHIELD OF KS ..	INV0018013	02/14/2020	BLUE CROSS BLUE SHIELD		52.88
BLUE CROSS BLUE SHIELD OF KS ..	INV0018014	02/14/2020	BLUE CROSS BLUE SHIELD		826.05
BLUE CROSS BLUE SHIELD OF KS ..	INV0018015	02/14/2020	BLUE CROSS BLUE SHIELD		346.93
BLUE CROSS BLUE SHIELD OF KS ..	INV0018016	02/14/2020	BLUE CROSS BLUE SHIELD		4.77
BLUE CROSS BLUE SHIELD OF KS ..	INV0018017	02/14/2020	BLUE CROSS BLUE SHIELD		190.15
BLUE CROSS BLUE SHIELD OF KS ..	INV0018019	02/14/2020	BLUE CROSS BLUE SHIELD		29.09
BLUE CROSS BLUE SHIELD OF KS ..	INV0018020	02/14/2020	BLUE CROSS BLUE SHIELD		48.12
BLUE CROSS BLUE SHIELD OF KS ..	INV0018021	02/14/2020	BLUE CROSS BLUE SHIELD		92.11
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					1,799.62
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT...	INV0018029	02/14/2020	FLEX SPENDING-1074334		64.57
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					64.57
Vendor: 012130 - CITY OF JUNCTION CITY					
CITY OF JUNCTION CITY	INV0018042	02/14/2020	TELEPHONE REIMBURSEMENT		13.17
Vendor 012130 - CITY OF JUNCTION CITY Total:					13.17
Vendor: 01944 - GREAT WEST FINANCIAL					
GREAT WEST FINANCIAL	INV0018038	02/14/2020	GREAT WEST FINANCIAL		218.99
Vendor 01944 - GREAT WEST FINANCIAL Total:					218.99
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	CM0000479	02/14/2020	FEDERAL WITHHOLDING		0.30
INTERNAL REVENUE SERVICE	CM0000480	02/14/2020	MEDICARE WITHHOLDING		0.10
INTERNAL REVENUE SERVICE	INV0017970	02/14/2020	SOCIAL SECURITY WITHHOLDING		0.38
INTERNAL REVENUE SERVICE	INV0018047	02/14/2020	SOCIAL SECURITY WITHHOLDING		1,601.04
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		962.11
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		374.18
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					2,938.11
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	CM0000478	02/14/2020	STATE WITHHOLDING		0.17
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		427.42
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					427.59
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	INV0017968	02/14/2020	KPERS #3		0.43
KANSAS PUBLIC EMPLOYEES	INV0017969	02/14/2020	KPERS INSURANCE		0.05

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
KANSAS PUBLIC EMPLOYEES	INV0018035	02/14/2020	KPERS #1		176.24
KANSAS PUBLIC EMPLOYEES	INV0018036	02/14/2020	KPERS #2		1,039.06
KANSAS PUBLIC EMPLOYEES	INV0018037	02/14/2020	KPERS #3		772.45
KANSAS PUBLIC EMPLOYEES	INV0018039	02/14/2020	KPERS INSURANCE		136.04
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					2,124.27
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		237.49
Vendor 02713 - KAREN COMPTON Total:					237.49
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY					
UNITED WAY OF JUNCTION CITY...	INV0018044	02/14/2020	UNITED WAY		2.00
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:					2.00
Department 000 - NON-DEPARTMENTAL Total:					8,076.96
Department: 644 - SANITATION OPERATIONS					
Vendor: 02363 - PENN ENTERPRISES					
PENN ENTERPRISES	01/2020	02/19/2020	LAUNDERING OF OFFICE MATS ...		13.85
Vendor 02363 - PENN ENTERPRISES Total:					13.85
Vendor: 03081 - VALOR FORD INC					
VALOR FORD INC	6000262	02/20/2020	TRANSMISSION OIL		12.34
Vendor 03081 - VALOR FORD INC Total:					12.34
Department 644 - SANITATION OPERATIONS Total:					26.19
Department: 645 - SANITATION ADMINISTRATION					
Vendor: 059998 - INCODE					
INCODE	DM025-284727	02/21/2020	DM-DIFF OWED ON THIS INVOI...		20.00
Vendor 059998 - INCODE Total:					20.00
Department 645 - SANITATION ADMINISTRATION Total:					20.00
Fund 023 - SANITATION FUND Total:					8,123.15
Fund: 047 - DRUG & ALCOHOL ABUSE FUND					
Department: 000 - NON-DEPARTMENTAL					
Vendor: 043380 - ADVANCE LIFE INSURANCE					
ADVANCE LIFE INSURANCE	INV0018002	02/14/2020	CITY OF JC EMPLOYER PD LIFE		1.60
Vendor 043380 - ADVANCE LIFE INSURANCE Total:					1.60
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC					
BLUE CROSS BLUE SHIELD OF KS ..	INV0018020	02/14/2020	BLUE CROSS BLUE SHIELD		48.12
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:					48.12
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334					
CITY OF JC FLEX SPENDING ACCT..	INV0018029	02/14/2020	FLEX SPENDING-1074334		62.50
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:					62.50
Vendor: 001010 - INTERNAL REVENUE SERVICE					
INTERNAL REVENUE SERVICE	INV0018048	02/14/2020	FEDERAL WITHHOLDING		166.44
INTERNAL REVENUE SERVICE	INV0018049	02/14/2020	MEDICARE WITHHOLDING		61.74
Vendor 001010 - INTERNAL REVENUE SERVICE Total:					228.18
Vendor: 039125 - JCPOA					
JCPOA	INV0018041	02/14/2020	JCPOA		20.00
Vendor 039125 - JCPOA Total:					20.00
Vendor: 042540 - KANSAS DEPT OF REVENUE					
KANSAS DEPT OF REVENUE	INV0018046	02/14/2020	STATE WITHHOLDING		71.82
Vendor 042540 - KANSAS DEPT OF REVENUE Total:					71.82
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES					
KANSAS PUBLIC EMPLOYEES	INV0018034	02/14/2020	KP&F		641.62
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:					641.62

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Vendor Name	Payable Number	Post Date	Description (Item)	(None)	Amount
Vendor: 02713 - KAREN COMPTON					
KAREN COMPTON	INV0018043	02/14/2020	CITY OF JC EMPLOYER PAID STD		38.61
Vendor 02713 - KAREN COMPTON Total:					38.61
Department 000 - NON-DEPARTMENTAL Total:					1,112.45
Fund 047 - DRUG & ALCOHOL ABUSE FUND Total:					1,112.45
Fund: 050 - SPECIAL LAW ENFORCEMENT TRUST FUND					
Department: 440 - SPECIAL LAW ENFORCEMENT					
Vendor: 043802 - EVERGY					
EVERGY	305 E 8TH-FEB 2020	02/21/2020	18CV199-FEB 2020		78.96
Vendor 043802 - EVERGY Total:					78.96
Vendor: 002590 - GEARY COUNTY ATTORNEY					
GEARY COUNTY ATTORNEY	17CV215	02/18/2020	17CV215 Attorney Fees Forfeitu...		72.91
GEARY COUNTY ATTORNEY	19CV173	02/18/2020	19CV173 Attorney Fees Forfeitu...		6,719.70
Vendor 002590 - GEARY COUNTY ATTORNEY Total:					6,792.61
Vendor: 028442 - GEARY COUNTY SHERIFF					
GEARY COUNTY SHERIFF	17CV215	02/18/2020	17CV215 Asset Sharing		82.62
Vendor 028442 - GEARY COUNTY SHERIFF Total:					82.62
Vendor: 00399 - GRANDVIEW PLAZA PD					
GRANDVIEW PLAZA PD	17CV215	02/18/2020	17CV215 Asset Sharing		82.62
Vendor 00399 - GRANDVIEW PLAZA PD Total:					82.62
Vendor: 041100 - SECURITY SOLUTIONS INC					
SECURITY SOLUTIONS INC	103608	02/13/2020	103608 Alarm Monitoring 18CV...		40.00
Vendor 041100 - SECURITY SOLUTIONS INC Total:					40.00
Vendor: 02568 - WATCHGUARD VIDEO					
WATCHGUARD VIDEO	4BOINV0005717	02/24/2020	JBOD		8,535.00
Vendor 02568 - WATCHGUARD VIDEO Total:					8,535.00
Department 440 - SPECIAL LAW ENFORCEMENT Total:					15,611.81
Fund 050 - SPECIAL LAW ENFORCEMENT TRUST FUND Total:					15,611.81
Fund: 075 - JUNCTION CITY LAND BANK FUND					
Department: 390 - JC LAND BANK					
Vendor: 041109 - JUNCTION CITY ABSTRACT & TTILE CO., INC.					
JUNCTION CITY ABSTRACT & TTI...LUCY COURT-02/2020		02/25/2020	LACY CT-BALANCE FROM CITY-		301.00
Vendor 041109 - JUNCTION CITY ABSTRACT & TTILE CO., INC. Total:					301.00
Department 390 - JC LAND BANK Total:					301.00
Fund 075 - JUNCTION CITY LAND BANK FUND Total:					301.00
Grand Total:					604,945.88

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	390,190.57
002 - GRANT FUND	1,407.19
014 - WATER UTILITY FUND	84,851.71
015 - WASTEWATER UTILITY FUND	69,856.61
018 - STORM WATER UTILITY FUND	2,233.14
019 - ECONOMIC DEVELOPMENT FUND	31,258.25
023 - SANITATION FUND	8,123.15
047 - DRUG & ALCOHOL ABUSE FUND	1,112.45
050 - SPECIAL LAW ENFORCEMENT TRUST FUND	15,611.81
075 - JUNCTION CITY LAND BANK FUND	301.00
Grand Total:	604,945.88

Account Summary

Account Number	Account Name	Payment Amount
001-2-00000-0250	F.I.T PAYABLE	31,352.52
001-2-00000-0251	FICA PAYABLE	23,151.34
001-2-00000-0252	SIT PAYABLE	13,853.29
001-2-00000-0254	UNITED WAY PAYABLE	27.50
001-2-00000-0255	KPERS PAYABLE	16,406.52
001-2-00000-0256	KPFR PAYABLE	71,427.47
001-2-00000-0257	EMP MEDICAL INS PAYAB...	37,408.84
001-2-00000-0259	GARNISHMENTS PAYABLE	937.00
001-2-00000-0260	JCPOA UNION DUES PAYA...	1,200.00
001-2-00000-0261	AETNA DEFERRED COMP ...	6,717.76
001-2-00000-0267	DENTAL INSURANCE PAY	4,236.14
001-2-00000-0275	I.A.F.F.	1,584.00
001-2-00000-0276	FIREMANS RELIEF ASSN	476.77
001-2-00000-0279	GARNISHMENT FEE	15.00
001-2-00000-0735	TELEPHONE REIMBURSM...	248.34
001-2-00000-1282	AFLAC	2,723.58
001-2-00000-1283	GOLF COURSE FEES	221.26
001-2-00000-1287	ADVANCE LIFE	5,970.85
001-2-00000-2377	MED REIMB/DEP CARE	5,059.22
001-2-00000-2380	P & F INS. ASSOCIATION	1,013.34
001-2-03000-0198	CBK COLLECTION FEES	181.92
001-5-00200-0000-0630	COMPUTER HARDWARE	1,888.95
001-5-00200-0000-0749	OTHER SERVICES	1,557.00
001-5-00200-0000-0765	TRAVEL & TRAINING EXP...	109.49
001-5-00200-0000-0835	CAPITAL EQUIPMENT	51,917.10
001-5-00300-0000-0646	OPERATIONAL SUPPLIES	53.10
001-5-00300-0000-0667	OFFICE SUPPLIES	76.79
001-5-00300-0000-0737	GAS UTILITIES	1,175.92
001-5-00300-0000-0749	OTHER SERVICES	575.00
001-5-00300-0000-0765	TRAVEL & TRAINING EXP...	1,407.23
001-5-00300-0000-0768	DUES	150.00
001-5-00302-0000-0749	OTHER SERVICES	62.50
001-5-00302-0000-0765	TRAVEL & TRAINING EXP...	395.00
001-5-00800-0000-0603	BUILDING MAINTENANCE...	756.65
001-5-00800-0000-0667	OFFICE SUPPLIES	30.58
001-5-00800-0000-0749	OTHER SERVICES	272.19
001-5-00800-0000-0753	EQUIPMENT RENT, LEASE	51.12
001-5-01000-0000-0603	BUILDING MAINTENANCE...	159.84
001-5-01000-0000-0639	MATERIAL - BUILDING	168.15
001-5-01000-0000-0645	OIL, ANTI-FREEZE, GREASE...	46.73
001-5-01000-0000-0646	OPERATIONAL SUPPLIES	137.49
001-5-01000-0000-0651	PARTS FOR VEHICLES, EQU..	419.95
001-5-01000-0000-0652	TOOLS	359.99

Account Summary

Account Number	Account Name	Payment Amount
001-5-01000-0000-0682	UNIFORMS	159.99
001-5-01000-0000-0736	ELECTRIC UTILITIES	305.33
001-5-01000-0000-0737	GAS UTILITIES	564.57
001-5-01000-0000-0747	MAINT & REPAIR EQUIPM...	214.60
001-5-01000-0000-0749	OTHER SERVICES	22,812.85
001-5-01000-0000-0765	TRAVEL & TRAINING EXP...	280.00
001-5-01000-0000-0797	CONTRACT OPERATIONS	1,568.40
001-5-01100-0000-0603	BUILDING MAINTENANCE...	17.18
001-5-01100-0000-0749	OTHER SERVICES	15.00
001-5-01100-0000-0765	TRAVEL & TRAINING EXP...	280.00
001-5-01300-0000-0603	BUILDING MAINTENANCE...	68.91
001-5-01300-0000-0622	RECREATION SUPPLIES &...	1,828.76
001-5-01300-0000-0646	OPERATIONAL SUPPLIES	54.44
001-5-01300-0000-0666	SUBSCRIPTIONS, BOOKS &...	9.99
001-5-01300-0000-0673	FOOD SUPPLIES	644.43
001-5-01300-0000-0749	OTHER SERVICES	25.00
001-5-01700-0000-0610	CHEMICALS	448.04
001-5-01700-0000-0646	OPERATIONAL SUPPLIES	43.97
001-5-01700-0000-0648	MOTOR FUEL	1,401.72
001-5-01700-0000-0651	PARTS FOR VEHICLES, EQU..	3.17
001-5-01700-0000-0652	TOOLS	429.22
001-5-01700-0000-0670	MISC. & SAFETY SUPPLIES	45.10
001-5-01700-0000-0673	FOOD SUPPLIES	77.39
001-5-01700-0000-0680	IRRIGATION REPAIR	1,955.97
001-5-01700-0000-0703	ADVERTISEMENTS & PRIN...	350.00
001-5-01700-0000-0715	BUILDING MAINT. & REPA...	589.69
001-5-01700-0000-0765	TRAVEL & TRAINING EXP...	60.00
001-5-01700-0000-0768	DUES	400.00
001-5-01800-0000-0603	BUILDING MAINTENANCE...	223.00
001-5-01800-0000-0651	PARTS FOR VEHICLES, EQU..	212.17
001-5-01800-0000-0659	MEDICAL SUPPLIES	1,403.43
001-5-01800-0000-0703	ADVERTISEMENTS & PRIN...	72.17
001-5-01900-0000-0770	INTERGOVERNMENTAL A...	8,187.41
001-5-02200-0000-0703	ADVERTISEMENTS & PRIN...	33.89
001-5-02300-0000-0635	JAIL & PRISONER EXPENSE	30,000.00
001-5-02300-0000-0666	SUBSCRIPTIONS, BOOKS &...	237.09
001-5-02300-0000-0667	OFFICE SUPPLIES	616.92
001-5-02300-0000-0673	FOOD SUPPLIES	102.95
001-5-02300-0000-0682	UNIFORMS	1,407.20
001-5-02300-0000-0710	SOFTWARE MAINTENANCE	7,400.00
001-5-02300-0000-0713	REP. & MAINT. OF COM...	4,070.63
001-5-02300-0000-0715	BUILDING MAINT. & REPA...	639.84
001-5-02300-0000-0735	TELEPHONE	38.62
001-5-02300-0000-0736	ELECTRIC UTILITIES	766.42
001-5-02300-0000-0737	GAS UTILITIES	830.71
001-5-02300-0000-0765	TRAVEL & TRAINING EXP...	1.92
001-5-02300-0000-0768	DUES	150.00
001-5-02400-0000-0603	BUILDING MAINTENANCE...	223.00
001-5-02400-0000-0703	ADVERTISEMENTS & PRIN...	72.15
001-5-02400-0000-0765	TRAVEL & TRAINING EXP...	14.29
001-5-02500-0000-0632	STREET MAINTENANCE(G...	870.00
001-5-02500-0000-0645	OIL, ANTI-FREEZE, GREASE...	18.50
001-5-02500-0000-0651	PARTS FOR VEHICLES, EQU..	59.20
001-5-02500-0000-0672	SIGNS	158.80
001-5-02500-0000-0749	OTHER SERVICES	2,770.71
001-5-02500-0000-0769	TRAFFIC LIGHT ELECTRICI...	42.84
001-5-02900-0000-0666	SUBSCRIPTIONS, BOOKS &...	280.50
001-5-02900-0000-0702	CONTRACTOR SERVICES L...	225.00

Account Summary

Account Number	Account Name	Payment Amount
001-5-03000-0000-0667	OFFICE SUPPLIES	1,720.89
001-5-03000-0000-0703	ADVERTISEMENTS & PRIN...	212.60
001-5-03000-0000-0749	OTHER SERVICES	35.00
001-5-03000-0000-9203	COURT REFUNDS	1,685.00
001-5-04000-0000-0736	ELECTRIC UTILITIES	4,232.19
001-5-04000-0000-0737	GAS UTILITIES	196.44
001-5-04800-0000-0603	BUILDING MAINTENANCE...	51.94
001-5-04800-0000-0765	TRAVEL & TRAINING EXP...	290.00
002-5-27900-0000-0682	UNIFORMS	1,407.19
014-2-00000-0250	F.I.T PAYABLE	924.36
014-2-00000-0251	FICA PAYABLE	2,036.72
014-2-00000-0252	SIT PAYABLE	477.83
014-2-00000-0254	UNITED FUND PAYABLE	6.75
014-2-00000-0255	KPERS PAYABLE	2,183.46
014-2-00000-0257	EMP MEDICAL INS PAYAB...	1,338.51
014-2-00000-0259	GARNISHMENTS PAYABLE	130.90
014-2-00000-0261	AETNA DEFERRED COMP ...	401.00
014-2-00000-0267	DENTAL INSURANCE PAY	203.40
014-2-00000-0279	GARNISHMENT FEE	5.02
014-2-00000-0735	TELEPHONE REIMBURSE...	28.51
014-2-00000-1282	AFLAC	67.18
014-2-00000-1287	ADVANCE LIFE	244.03
014-2-00000-2377	MED REIMB/DEP CARE	96.67
014-5-53200-0000-0645	OIL, ANTI-FREEZE, GREASE...	15.42
014-5-53200-0000-0646	OPERATIONAL SUPPLIES	2,126.87
014-5-53200-0000-0703	ADVERTISEMENTS & PRIN...	33.89
014-5-53200-0000-0737	GAS UTILITIES	579.21
014-5-53200-0000-0749	OTHER SERVICES	13,364.03
014-5-53400-0000-0749	OTHER SERVICES	18.00
014-5-53400-0000-0835	CAPITAL EQUIPMENT	60,569.95
015-2-00000-0250	F.I.T PAYABLE	941.78
015-2-00000-0251	FICA PAYABLE	2,290.40
015-2-00000-0252	SIT PAYABLE	522.76
015-2-00000-0254	UNITED FUND PAYABLE	4.25
015-2-00000-0255	KPERS PAYABLE	2,460.22
015-2-00000-0257	EMP MEDICAL INS PAYAB...	1,766.27
015-2-00000-0259	GARNISHMENTS PAYABLE	130.88
015-2-00000-0261	AETNA DEFERRED COMP ...	407.50
015-2-00000-0267	DENTAL INSURANCE PAY	219.98
015-2-00000-0279	GARNISHMENT FEE	4.98
015-2-00000-0735	TELEPHONE REIMBURSE...	28.51
015-2-00000-1282	AFLAC	96.49
015-2-00000-1287	ADVANCE LIFE	273.93
015-2-00000-2377	MED REIMB/DEP CARE	100.21
015-5-54000-0000-0645	OIL, ANTI-FREEZE, GREASE...	15.42
015-5-54000-0000-0749	OTHER SERVICES	23.08
015-5-54100-0000-0835	CAPITAL EQUIPMENT	60,569.95
018-2-00000-0250	F.I.T. PAYABLE	262.36
018-2-00000-0251	FICA PAYABLE	516.50
018-2-00000-0252	SIT PAYABLE	124.54
018-2-00000-0254	UNITED FUND PAYALBE	1.50
018-2-00000-0255	KPERS PAYABLE	560.05
018-2-00000-0257	EMP MEDICAL INS PAYAB...	253.19
018-2-00000-0259	GARNISHMENTS	117.69
018-2-00000-0261	DEFERRED COMP	169.75
018-2-00000-0267	DENTAL INSURANCE PAY	57.66
018-2-00000-0279	GARNISHMENT FEE	5.00
018-2-00000-0735	TELEPHONE REIMBURSE...	7.97

Account Summary

Account Number	Account Name	Payment Amount
018-2-00000-1282	AFLAC	58.06
018-2-00000-1287	ADVANCE LIFE	76.68
018-2-00000-2377	FLEX SPENDING	22.19
019-5-12000-0000-0905	BONDS	20,985.30
019-5-12000-0000-0910	INTEREST EXPENSE	10,272.95
023-2-00000-0250	F.I.T PAYABLE	962.41
023-2-00000-0251	FICA PAYABLE	1,975.70
023-2-00000-0252	SIT PAYABLE	427.59
023-2-00000-0254	UNITED FUND PAYABLE	2.00
023-2-00000-0255	KPERS PAYABLE	2,124.27
023-2-00000-0257	EMP MEDICAL INS PAYAB...	1,590.01
023-2-00000-0261	AETNA DEFERRED COMP ...	218.99
023-2-00000-0267	DENTAL INSURANCE PAY	209.61
023-2-00000-0735	TELEPHONE REIMBURSE...	13.17
023-2-00000-1282	AFLAC	171.18
023-2-00000-1287	ADVANCE LIFE	317.46
023-2-00000-2377	MED REIMB/DEP CARE	64.57
023-5-64400-0000-0645	OIL, ANTI-FREEZE, ETC	12.34
023-5-64400-0000-0749	OTHER SERVICES	13.85
023-5-64500-0000-0714	REP. & MAINT. OF DATA ...	20.00
047-2-00000-0250	F.I.T PAYABLE	166.44
047-2-00000-0251	FICA PAYABLE	61.74
047-2-00000-0252	SIT PAYABLE	71.82
047-2-00000-0256	KPFR PAYABLE	641.62
047-2-00000-0260	JCPOA UNION DUES PAYA...	20.00
047-2-00000-0267	DENTAL INSURANCE PAY	48.12
047-2-00000-1287	ADVANCE LIFE	40.21
047-2-00000-2377	MED REIMB/DEP CARE	62.50
050-5-44000-0000-0646	OPERATIONAL SUPPLIES	15,611.81
075-5-39000-0000-0749	OTHER SERVICES	301.00
Grand Total:		604,945.88

Project Account Summary

Project Account Key	Payment Amount
None	604,945.88
Grand Total:	604,945.88



Junction City, KS

Bank Transaction Report

Transaction Detail

Issued Date Range: 02/13/2020 - 02/25/2020

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Accounts Payable							
Outstanding							
Bank Draft							
02/14/2020		DFT0005902	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-17.60
02/14/2020		DFT0005903	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-4.01
02/14/2020		DFT0005904	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-24.32
02/14/2020		DFT0005905	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-128.45
02/14/2020		DFT0005906	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-742.42
02/14/2020		DFT0005907	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-371.22
02/14/2020		DFT0005908	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-151.65
02/14/2020		DFT0005909	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,163.50
02/14/2020		DFT0005910	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-231.31
02/14/2020		DFT0005911	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-382.58
02/14/2020		DFT0005912	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-190.15
02/14/2020		DFT0005913	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-109.34
02/14/2020		DFT0005918	KAREN COMPTON	Accounts Payable	Outstanding	Bank Draft	-254.02
02/14/2020		DFT0005919	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-64.10
02/14/2020		DFT0005925	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-297.16
02/14/2020		DFT0005926	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-1,113.77
02/14/2020		DFT0005927	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-384.55
02/14/2020		DFT0005928	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-1,861.80
02/14/2020		DFT0005929	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-901.54
02/14/2020		DFT0005930	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-4,083.31
02/14/2020		DFT0005931	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,484.88
02/14/2020		DFT0005932	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-636.93
02/14/2020		DFT0005933	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,972.22
02/14/2020		DFT0005934	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,447.28
02/14/2020		DFT0005935	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-408.26
02/14/2020		DFT0005936	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-940.80
02/14/2020		DFT0005937	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-13,393.90
02/14/2020		DFT0005938	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-3,700.96
02/14/2020		DFT0005939	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-3,251.93
02/14/2020		DFT0005940	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,140.90
02/14/2020		DFT0005941	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,414.92
02/14/2020		DFT0005942	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-4,075.54
02/14/2020		DFT0005943	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,924.80
02/14/2020		DFT0005944	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,211.39

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/14/2020		DFT0005951	KAREN COMPTON	Accounts Payable	Outstanding	Bank Draft	-5,236.60
02/14/2020		DFT0005952	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-653.27
Bank Draft Total: (36)							-57,371.38
Check							
02/21/2020		370158	ASIA J SUBER	Accounts Payable	Outstanding	Check	-825.00
02/21/2020		370159	EVERGY	Accounts Payable	Outstanding	Check	-888.22
02/21/2020		370160	GO VAN GO	Accounts Payable	Outstanding	Check	-55.00
02/21/2020		370161	QUINTON D PARKER	Accounts Payable	Outstanding	Check	-70.00
02/21/2020		370162	SANG KIM	Accounts Payable	Outstanding	Check	-276.28
02/21/2020		370163	WOODRIVER ENERGY LLC	Accounts Payable	Outstanding	Check	-3,346.85
02/25/2020		370164	ARTHUR-GREEN,LLP	Accounts Payable	Outstanding	Check	-114.00
02/25/2020		370165	BAYER CONSTRUCTION CO.	Accounts Payable	Outstanding	Check	-662.89
02/25/2020		370166	BOUND TREE MEDICAL, LLC	Accounts Payable	Outstanding	Check	-1,403.43
02/25/2020		370167	BRADY INDUSTRIES OF KANSAS, LLC	Accounts Payable	Outstanding	Check	-651.40
02/25/2020		370168	BRAMLAGE PROPERTIES, LLC	Accounts Payable	Outstanding	Check	-350.00
02/25/2020		370169	C & K CONSTRUCTION	Accounts Payable	Outstanding	Check	-409.04
02/25/2020		370170	CATLETT AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-106.73
02/25/2020		370171	CDW GOVERNMENT INC	Accounts Payable	Outstanding	Check	-4,632.85
02/25/2020		370172	CELLEBRITE USA, INC.	Accounts Payable	Outstanding	Check	-7,400.00
02/25/2020		370173	CENTURY BUSINESS TECHNOLOGIES	Accounts Payable	Outstanding	Check	-424.70
02/25/2020		370174	CHAMBER OF COMMERCE	Accounts Payable	Outstanding	Check	-450.00
02/25/2020		370175	COLLECTION BUREAU OF KANSAS INC	Accounts Payable	Outstanding	Check	-1,897.58
02/25/2020		370176	COMPLIANCEONE	Accounts Payable	Outstanding	Check	-523.75
02/25/2020		370177	CORYELL INSURORS, INC.	Accounts Payable	Outstanding	Check	-150.00
02/25/2020		370178	DAVE'S ELECTRIC, INC.	Accounts Payable	Outstanding	Check	-3,188.12
02/25/2020		370179	DEBORAH L. JONES	Accounts Payable	Outstanding	Check	-1,690.00
02/25/2020		370180	ECONET.COM, INC.	Accounts Payable	Outstanding	Check	-3,445.95
02/25/2020		370181	EMPRISE BANK	Accounts Payable	Outstanding	Check	-31,258.25
02/25/2020		370182	EVERGY	Accounts Payable	Outstanding	Check	-4,537.52
02/25/2020		370183	FISHER, PATTERSON, SAYLER & SMITH, L.L.P.	Accounts Payable	Outstanding	Check	-2,272.50
02/25/2020		370184	FLINT HILLS REGIONAL COUNCIL, INC.	Accounts Payable	Outstanding	Check	-14,011.80
02/25/2020		370185	FLINT HILLS ROOF SVC	Accounts Payable	Outstanding	Check	-22,537.05
02/25/2020		370186	FRANCISCO CORREA JR	Accounts Payable	Outstanding	Check	-735.00
02/25/2020		370187	GEARY COUNTY ATTORNEY	Accounts Payable	Outstanding	Check	-6,792.61
02/25/2020		370188	GEARY COUNTY CLERK	Accounts Payable	Outstanding	Check	-8,187.41
02/25/2020		370189	GEARY COUNTY SHERIFF	Accounts Payable	Outstanding	Check	-82.62
02/25/2020		370190	GEARY COUNTY SHERIFF	Accounts Payable	Outstanding	Check	-30,000.00
02/25/2020		370191	GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC	Accounts Payable	Outstanding	Check	-2,814.39
02/25/2020		370192	GRANDVIEW PLAZA PD	Accounts Payable	Outstanding	Check	-82.62
02/25/2020		370193	INCODE	Accounts Payable	Outstanding	Check	-20.00
02/25/2020		370194	J & K CONTRACTING L.C.	Accounts Payable	Outstanding	Check	-151,231.38
02/25/2020		370195	JASON LANKAS	Accounts Payable	Outstanding	Check	-14.29

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/25/2020		370196	JUNCTION CITY ABSTRACT & TTILE CO., INC.	Accounts Payable	Outstanding	Check	-301.00
02/25/2020		370197	K&W UNDERGROUND	Accounts Payable	Outstanding	Check	-173,057.00
02/25/2020		370198	KA-COMM	Accounts Payable	Outstanding	Check	-4,070.63
02/25/2020		370199	KAW VALLEY ENGINEERING, INC	Accounts Payable	Outstanding	Check	-45,272.95
02/25/2020		370200	KEY OFFICE PRODUCTS	Accounts Payable	Outstanding	Check	-1,964.38
02/25/2020		370201	KINGDOM IMAGES PHOTOGRAPHY	Accounts Payable	Outstanding	Check	-400.00
02/25/2020		370202	LATHROP GPM, LLP	Accounts Payable	Outstanding	Check	-382.50
02/25/2020		370203	MICHAEL VACANTI	Accounts Payable	Outstanding	Check	-109.49
02/25/2020		370204	MID KANSAS COOPERATIVE ASSOCIATION	Accounts Payable	Outstanding	Check	-1,401.72
02/25/2020		370205	MUNICIPAL CODE CORPORATION	Accounts Payable	Outstanding	Check	-449.00
02/25/2020		370206	MUNICIPAL PIPE SERVICES	Accounts Payable	Outstanding	Check	-4,700.00
02/25/2020		370207	NEKOLOCKS	Accounts Payable	Outstanding	Check	-90.00
02/25/2020		370208	PENGUIN MANAGEMENT, INC.	Accounts Payable	Outstanding	Check	-715.00
02/25/2020		370209	PEPSI COLA BOTTLING COMPANY OF MARYSVILLE, INC.	Accounts Payable	Outstanding	Check	-102.95
02/25/2020		370210	RAINBOW INTERNATIONAL OF EAST CENTRAL KS	Accounts Payable	Outstanding	Check	-324.11
02/25/2020		370211	REHRIG PACIFIC COMPANY	Accounts Payable	Outstanding	Check	-9,730.00
02/25/2020		370212	SALINA SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-2,126.87
02/25/2020		370213	SCOTT POPOVICH	Accounts Payable	Outstanding	Check	-5.33
02/25/2020		370214	SECURITY SOLUTIONS INC	Accounts Payable	Outstanding	Check	-168.00
02/25/2020		370215	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	Accounts Payable	Outstanding	Check	-774.12
02/25/2020		370216	STAPLES ADVANTAGE	Accounts Payable	Outstanding	Check	-952.91
02/25/2020		370217	TFMCOMM INC.	Accounts Payable	Outstanding	Check	-110.50
02/25/2020		370218	THERMAL COMFORT AIR, INC	Accounts Payable	Outstanding	Check	-1,053.14
02/25/2020		370219	TLC MOBILE SERVICES	Accounts Payable	Outstanding	Check	-100.00
02/25/2020		370220	TURF DESIGN INC.	Accounts Payable	Outstanding	Check	-1,568.40
02/25/2020		370221	U S IDENTIFICATION MANUAL	Accounts Payable	Outstanding	Check	-82.50
02/25/2020		370222	U.S. CELLULAR	Accounts Payable	Outstanding	Check	-38.62
02/25/2020		370223	VALOR FORD INC	Accounts Payable	Outstanding	Check	-730.51
02/25/2020		370224	WATCHGUARD VIDEO	Accounts Payable	Outstanding	Check	-8,535.00
02/25/2020		370225	WEST PAYMENT CENTER	Accounts Payable	Outstanding	Check	-517.59
02/25/2020		370226	WINFIELD SOLUTIONS LLC	Accounts Payable	Outstanding	Check	-1,625.00
02/25/2020		370227	BAYER CONSTRUCTION CO.	Accounts Payable	Outstanding	Check	-1,247.23
02/25/2020		370228	BLADES GROUP LLC	Accounts Payable	Outstanding	Check	-870.00
02/25/2020		370229	BLIXT CONSTRUCTION INC	Accounts Payable	Outstanding	Check	-708.00
02/25/2020		370230	CATLETT AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-188.21
02/25/2020		370231	DAVE'S ELECTRIC, INC.	Accounts Payable	Outstanding	Check	-558.00
02/25/2020		370232	MIDWEST CONCRETE MATERIALS	Accounts Payable	Outstanding	Check	-647.00
02/25/2020		370233	MSC INDUSTRIAL SUPPLY CO	Accounts Payable	Outstanding	Check	-1,873.39
02/25/2020		370234	NEWMAN SIGNS	Accounts Payable	Outstanding	Check	-158.80
02/25/2020		370235	PENN ENTERPRISES	Accounts Payable	Outstanding	Check	-92.32
02/25/2020		370236	SUMMIT TRUCK GROUP	Accounts Payable	Outstanding	Check	-326.02
02/25/2020		370237	VALOR FORD INC	Accounts Payable	Outstanding	Check	-61.68
02/25/2020		370238	VANDERBILTS	Accounts Payable	Outstanding	Check	-144.99

Bank Transaction Report

Issued Date Range: -

Check Total: (81)	-575,874.09
Outstanding Total: (117)	-633,245.47
Accounts Payable Total: (117)	-633,245.47

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Utility Billing							
Outstanding							
Check							
02/19/2020		370112	Ace Pipe Cleaning	Utility Billing	Outstanding	Check	-1,012.73
02/19/2020		370114	Joshua Oille	Utility Billing	Outstanding	Check	-44.08
02/19/2020		370115	Nereida Hiraldo	Utility Billing	Outstanding	Check	-73.74
02/19/2020		370117	Adam B Clemons	Utility Billing	Outstanding	Check	-35.48
02/19/2020		370118	Jacob Q Blackwell	Utility Billing	Outstanding	Check	-59.26
02/19/2020		370119	VICTORIA SHEETS	Utility Billing	Outstanding	Check	-61.45
02/19/2020		370120	Denzel D Crockwell	Utility Billing	Outstanding	Check	-2.12
02/19/2020		370121	CHRISTOPHER JUNGnick	Utility Billing	Outstanding	Check	-43.81
02/19/2020		370122	Shawn B Shoemaker	Utility Billing	Outstanding	Check	-16.97
02/19/2020		370123	Abdoulaye Ouedraogo	Utility Billing	Outstanding	Check	-26.74
02/19/2020		370124	Michelle L Washington	Utility Billing	Outstanding	Check	-8.10
02/19/2020		370125	Cherie Singletary	Utility Billing	Outstanding	Check	-25.06
02/19/2020		370126	John M Rigg	Utility Billing	Outstanding	Check	-60.83
02/19/2020		370127	Anna C Newman	Utility Billing	Outstanding	Check	-34.43
02/19/2020		370128	Jared- Lee E Bone	Utility Billing	Outstanding	Check	-27.62
02/19/2020		370129	PAIGE KRAGIE	Utility Billing	Outstanding	Check	-5.56
02/19/2020		370130	JULIO A SOTO-MCDORMAN	Utility Billing	Outstanding	Check	-28.24
02/19/2020		370131	Antonio De Jesus Pardo	Utility Billing	Outstanding	Check	-56.26
02/19/2020		370133	QUINTIN TAYLOR	Utility Billing	Outstanding	Check	-51.72
02/19/2020		370134	Malcolm E Mims	Utility Billing	Outstanding	Check	-42.64
02/19/2020		370135	Amber H Starling	Utility Billing	Outstanding	Check	-52.18
02/19/2020		370136	RIAN HELART	Utility Billing	Outstanding	Check	-2.63
02/19/2020		370137	REECE L GRIM	Utility Billing	Outstanding	Check	-25.20
02/19/2020		370138	ELIZABETH LANKFORD	Utility Billing	Outstanding	Check	-55.67
02/19/2020		370139	Nicholas W Whalen	Utility Billing	Outstanding	Check	-52.54
02/19/2020		370140	Tyler J Jones	Utility Billing	Outstanding	Check	-71.92
02/19/2020		370141	Parker James Redmond	Utility Billing	Outstanding	Check	-6.62
02/19/2020		370142	Michael C Locke	Utility Billing	Outstanding	Check	-59.41
02/19/2020		370143	Xavier O Davidson	Utility Billing	Outstanding	Check	-32.52
02/19/2020		370144	Joel Thornberg	Utility Billing	Outstanding	Check	-113.34
02/19/2020		370145	Tien Doan	Utility Billing	Outstanding	Check	-46.93
02/19/2020		370146	Quality Home Management LLC	Utility Billing	Outstanding	Check	-82.92
02/19/2020		370147	JESSIE GALLUP	Utility Billing	Outstanding	Check	-72.84
02/19/2020		370148	William T Hearn	Utility Billing	Outstanding	Check	-8.80
02/19/2020		370149	Jeremy Rockwell	Utility Billing	Outstanding	Check	-64.33
02/19/2020		370150	Daniel T Moore	Utility Billing	Outstanding	Check	-75.55

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/19/2020		370151	Justin C Curry	Utility Billing	Outstanding	Check	-268.14
02/19/2020		370152	ZACHARY VENEGAS	Utility Billing	Outstanding	Check	-60.55
02/19/2020		370153	AUSTIN J EDWARDS	Utility Billing	Outstanding	Check	-66.17
02/19/2020		370154	Kyle P Brauer	Utility Billing	Outstanding	Check	-63.47
02/19/2020		370155	Raissa K Djoukouo	Utility Billing	Outstanding	Check	-40.06
02/19/2020		370156	Kristen J Grijalva	Utility Billing	Outstanding	Check	-93.72
02/19/2020		370157	GAIL TAN	Utility Billing	Outstanding	Check	-76.78
Check Total: (43)							-3,209.13
Outstanding Total: (43)							-3,209.13
Utility Billing Total: (43)							-3,209.13
Report Total: (160)							-636,454.60

Summary

Bank Account	Count	Amount
1074318 POOLED CASH MASTER	160	-636,454.60
Report Total:	160	-636,454.60

Cash Account	Count	Amount
999 999-1-00000-0101 POOLED CASH MASTER	160	-636,454.60
Report Total:	160	-636,454.60

Transaction Type	Count	Amount
Bank Draft	36	-57,371.38
Check	124	-579,083.22
Report Total:	160	-636,454.60

Item Attachment Documents:

- b. Consideration of Payroll No. 4 & No. 5 for the month of February.



City of Junction City – City Commission Agenda Memo

February 28, 2020

From: Malanie Moretti
To: Mayor & Commissioners
Subject: Payroll 4 & 5

Objective: The consideration and approval of Payroll #4 and #5 for the month of February.

Explanation of Issue: The payroll for February were calculated as the attachment outlines.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand,

Approve, disapprove or table the Payroll #4 & #5 request

Recommendation: City Staff recommends that the City Commission approve the February 2020 Payrolls.

Enclosures:

1. Calculation of Employer Expenses for payroll #4 & #5
2. General Ledger Totals

Employer Paid Wages & Benefits

Payroll # 4 2020

Payroll # 5 2020

		Retirement Contributions	
KPERS Tier 1	\$	3,566.51	\$ 3,498.88
KPERS Tier 2	\$	3,760.34	\$ 3,730.88
KPERS Tier 3	\$	5,762.25	\$ 5,538.76
KPERS Retired			
KP&F	\$	53,570.37	\$ 55,729.33
Social Security	\$	9,386.08	\$ 9,693.20
Medicare	\$	5,660.38	\$ 5,768.64
BCBS Dental	\$	3,835.49	\$ 3,655.02
Freedom Claims/BCBS	\$	26,777.95	\$ 23,565.95
Advance (BCBS)	\$	314.76	\$ 284.36
Employee Salary	\$	282,365.15	\$ 288,284.62

Item Attachment Documents:

- c. Consideration of City Commission Minutes for February 18, 2020 meeting.

CITY COMMISSION MINUTES

February 18, 2020

7:00 p.m.

CALL TO ORDER

The scheduled meeting of the Junction City Commission was held on Tuesday, February 18, 2020 with Mayor Jeff Underhill presiding.

The following members of the Commission were present: Jeff Underhill, Pat Landes, Tim Brown, Nate Butler and Ronna Larson. Staff present was: City Manager Dinkel, City Clerk Melton, City Attorney Stites and Finance Director Miller.

PUBLIC COMMENT

Kim Bradney of 639 West 8th Street, Junction City, KS spoke in support of the Breed Specific Ban being lifted.

Emily Fawcett of 308 West 6th Street, Junction City, KS spoke in support of the Breed Specific Ban being lifted.

Linnea Alt of 623 North Washington Street, Junction City, KS spoke in support of the Breed Specific Ban being lifted.

CONSENT AGENDA

Commissioner Landes moved, seconded by Commissioner Brown to approve the consent agenda as presented. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

- a. Consideration of Appropriation Ordinance A-4 dated Jan 30th 2020-Feb 12th 2020 in the amount of \$1,594,544.31 and pre-approval for items listed below in the amount \$2,500.

Joshua Douglass \$2,500

- b. Consideration of January 2020 ambulance contractual obligation adjustments for \$51,962.76 and bad debt adjustments for \$17,471.20.
- c. Consideration of City Commission Minutes for February 4, 2020 meeting.
- d. Consideration of the request from the Run for the Wall Committee for the event to be held on May 17, 2020.

February 18, 2020

- e. Consideration of the request for a Limited Cereal Malt Beverage license for Dollar General Store #2579 located at 211 South Franklin Street. (p.46)
- f. Consideration to authorize the Mayor to sign the 2017 and 2018 Justice Assistance Grant Certifications and Assurances. (p.48)

APPOINTMENTS

The Appointment of Joe Handlos, Jill Nelson, Marissa Jones- Flaget, Ann Katt and Vickie Bobbitt to the Junction City Food Policy Council each to a two-year term expiring on March 1, 2022. Debbie Savage, Margaret Kilpatrick, Damien Paul St. Julien, Charles Martinez, and Susan Jagerson, ex-officio member, to the Junction City Food Policy Council each to a year term expiring on March 1, 2021, was presented. City Manager Dinkel gave details and answered questions. Commissioner Larson moved to appoint Joe Handlos, Jill Nelson, Marissa Jones-Flaget, Ann Katt and Vickie Bobbitt to the Junction City Food Policy Council each to a two-year term expiring on March 1, 2022. Debbie Savage, Margaret Kilpatrick, Damien Paul St. Julien, Charles Martinez, and Susan Jagerson, ex-officio member, to the Junction City Food Policy Council each to a year term expiring on March 1, 2021, seconded by Commissioner Butler. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

NEW BUSINESS

The request to Authorize the Mayor to sign the Letter of Commitment to Partner with Live Well Geary County on the Phase 2 Blue Cross Blue Shield of Kansas Pathways to a Healthy Kansas Grant was presented. City Manager Dinkel gave details and answered questions. Commissioner Larson moved to approve the request to Authorize the Mayor to sign the Letter of Commitment to Partner with Live Well Geary County on the Phase 2 Blue Cross Blue Shield of Kansas Pathways to a Healthy Kansas Grant, seconded by Commissioner Brown. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The service authorization with HDR Engineering for Wastewater Treatment Plants Phase 2 Design and Kansas Water Pollution Control Revolving Loan Assistance in the amount of \$2,568,435.00 presented. Don Lindemann with HDR Engineering and City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve the service authorization with HDR Engineering for Wastewater Treatment Plants Phase 2 Design and Kansas Water Pollution Control Revolving Loan Assistance in the amount not to exceed \$2,568,435.00, seconded by Commissioner Butler. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

City Attorney Stites gave a presentation on the Pit Bull ordinance options.

February 18, 2020

Ordinance No. G-1253, Repealing Pit Bull Ban was presented. City Attorney Stites and City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve Ordinance No. G-1253, Repealing Pit Bull Ban, seconded by Commissioner Larson. Ayes: Landes, Butler and Larson. Nays: Underhill and Brown. Motion carried.

Ordinance No. G-1254, Restrictions on the Ownership of Pit Bulls was presented. City Attorney Stites and City Manager Dinkel gave details and answered questions. Commissioner Larson moved to approve Ordinance No. G-1254, Restrictions on the Ownership of Pit Bulls, seconded by Commissioner Landes. Ayes: Underhill, Landes, Butler and Larson. Nays: Brown. Motion carried.

Ordinance No. G-1255, Amendments to References in Other Ordinances Pertaining to Pit Bulls was presented. City Attorney Stites and City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve Ordinance No. G-1255, Amendments to References in Other Ordinances Pertaining to Pit Bulls, seconded by Commissioner Larson. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The Award of Bid to AAIM Services in the amount of \$60,400.00 for the replacement of the heating and air conditioning for the Municipal Building Gym was presented. Parks and Recreation Director Lazear gave details and answered questions. Commissioner Butler moved to approve the Award of Bid to AAIM Services in the amount not to exceed \$60,400.00 for the replacement of the heating and air conditioning for the Municipal Building Gym, seconded by Commissioner Larson. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The request to Exchange Federal Funds from the Kansas Department of Transportation for 2020 under the Federal-Aid Exchange Master Agreement was presented. City Manager Dinkel and Public Works Director Ibarra gave details and answered questions. Commissioner Larson moved to approve the request to Exchange Federal Funds from the Kansas Department of Transportation for 2020 under the Federal-Aid Exchange Master Agreement, seconded by Commissioner Butler. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The KDOT Supplement Agreement No. 1 to Agreement No. 172-18 for the roundabout at K-18 & Karns Drive was presented. Public Works Director Ibarra gave details and answered questions. Commissioner Brown moved to approve the KDOT Supplement Agreement No. 1 to Agreement No. 172-18 for the roundabout at K-18 & Karns Drive, seconded by Commissioner Larson. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

February 18, 2020

The request to proceed with the implementation of the Dataguard proposal from Thinkgard for computer system backups was presented. IT Director Germann gave details and answered questions. Commissioner Butler moved to approve the request to proceed with the implementation of the Dataguard proposal from Thinkgard for computer system backups, seconded by Commissioner Landes. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The request to proceed with the implementation of the Cloud Services proposal from Thinkgard for backups of the City's Office 365 software was presented. IT Director Germann gave details and answered questions. Commissioner Landes moved to approve request to proceed with the implementation of the Cloud Services proposal from Thinkgard for backups of the City's Office 365 software, seconded by Commissioner Brown. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 125 East Elm Street in the amount of \$4,950.00 was presented. City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve the Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 125 East Elm Street in the amount not to exceed \$4,950.00, seconded by Commissioner Larson. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 336 West 17th Street in the amount of \$5,350.00 was presented. City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve the Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 336 West 17th Street in the amount of \$5,350.00, seconded by Commissioner Brown. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

The Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 523 West 14th Street in the amount of \$4,750.00 was presented. City Manager Dinkel gave details and answered questions. Commissioner Landes moved to approve the Award of Bid to Glessner Dirt Contracting of Junction City, Kansas for the demolition of 523 West 14th Street in the amount of \$4,750.00, seconded by Commissioner Brown. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

MAYOR, COMMISSIONER & STAFF COMMENTS

Mayor, Commissioners and Staff provided reports on Committees and community events.

ADJOURNMENT

February 18, 2020

ADJOURNMENT

Commissioner Landes moved, seconded by Commissioner Brown to adjourn at 8:43 p.m. Ayes: Underhill, Landes, Brown, Butler and Larson. Nays: None. Motion carried.

APPROVED AND ACCEPTED THIS 3RD DAY OF MARCH AS THE OFFICIAL COPY OF THE JUNCTION CITY COMMISSION MINUTES FOR FEBRUARY 18TH, 2020.

Tammy Melton, City Clerk

Jeff Underhill, Mayor

February 18, 2020

Item Attachment Documents:

- a. Appointments to Geary County Emergency Telephone Services Board.

City of Junction City

City Commission

Agenda Memo

02-27-2020

From: Allen J. Dinkel, City Manager
To: Governing Body
Subject: Appointments to Geary County Emergency Telephone Services Board

Objective: Begin process to develop a new agreement with Geary County and the Cities of Milford, Grandview Plaza, and Junction City regarding 911 Telephone Services

Explanation of Issue: A year ago I reached out to attempt to get the Geary County and the Cities of Milford, Grandview Plaza, and Junction City regarding 911 Telephone Services updated as the agreement in that was approved in 1999 is very outdated and does not reflect current Kansas law. The Emergency Telephone Services Board is appointed by each of the four governing bodies. No appointments had been for at least 5 years by each governing body.

I also had a major concern in that funds are held by Geary County however City of Junction City staff is responsible for completing reports and would be held liable.

There is a need to rewrite the agreement to reflect current State Statutes and to identify responsible financial parties and how the funds are handled as well as look at all issues and concerns.

County Sheriff Jackson would like to have the present 911 committee meet to discuss the by-laws which no one has a signed copy of to my knowledge. They would like to rewrite and suggest new by-laws. I know the committee had not met for a number of months until recently. They are asking to have each governing body name their allotted delegates which is one for the City of Milford, one for the City of Grandview Plaza, two for the City of Junction City, and three for Geary County. Even though that does not solve the concerns as the agreement needs to be addressed and approved by each Governing Body and so does the by-laws, it may be a way to start the process.

Budget Impact: None

Staff Recommendation: would suggest appointing Fire Chief Johnson and Police Chief Lamb. I would also recommend that the City Commission request that the agreement be addressed as well. I have contacted the County Commission Chairmen and he said he would meet with me after their next County Commission meeting.

Recommended Motion: I move to appoint Fire Chief Terry Johnson and Police Chief Terry Johnson and Police Chief John Lamb as City of Junction City appointments to the Geary County Emergency Telephone Services Board for 2020.

Enclosures: Interlocal Agreement; By-Laws

INTERLOCAL AGREEMENT

JOINT ORDINANCE AND RESOLUTION REGARDING 911 TELEPHONE SERVICES

INTERLOCAL AGREEMENT BY AND BETWEEN: THE GOVERNING BODY OF THE CITY OF JUNCTION CITY, KANSAS; THE GOVERNING BODY OF GEARY COUNTY, KANSAS; THE GOVERNING BODY OF GRANDVIEW PLAZA, KANSAS; AND THE GOVERNING BODY OF MILFORD, KANSAS

This Interlocal Agreement, made and entered into this 09th day of December, 1999, (hereinafter referred to as the "Agreement") by and among Geary County, Kansas, a political subdivision of the State of Kansas, by and through its Board of County Commissioners; the City of Junction City, Kansas, a municipal corporation of the State of Kansas, by and through its Board of Commissioners; the City of Grandview Plaza, Kansas, a municipal corporation of the State of Kansas, by and through its City Council; and the City of Milford, Kansas, a municipal corporation of the State of Kansas, by and through its City Council, is made pursuant to the authority of K.S.A. 12-2908.

WHEREAS, the cities of Junction City, Grandview Plaza, and Milford, and Geary County, acting on behalf of themselves, desire to create a Joint Board for the purposes enumerated hereafter, and

WHEREAS, K.S.A. 12-2908 provides that Cities and Counties may contract with each other to perform any governmental service, activity or undertaking which each contracting municipality is authorized by law to perform and municipalities, as public agencies, are authorized by K.S.A. 12-5301 et seq. to provide for emergency telephone services, and

WHEREAS, the parties hereto desire to enter into this Agreement setting forth their understanding with respect to interlocal cooperation.

NOW, THEREFORE, in consideration of the purposes, the mutual convenience, and the public welfare, **BE IT HEREBY ORDAINED, RESOLVED AND AGREED** as follows:

1. **Purpose.** The purpose of this Agreement is to establish a Joint Board, known as the Geary County Emergency Telephone Services Board, to serve as a controlling and coordinating agency for the administration, maintenance and supervision of the emergency telephone services system in Junction City, Grandview Plaza, Milford, and Geary County. A primary function of the Board is to supervise the expenditures of the emergency telephone services system for all public agencies throughout Geary County, Kansas.

2. **Duration and Termination.** The duration of this Agreement shall be for one (1) year, subject to the appropriation of the funds as statutorily levied pursuant to K.S.A. 12-5301, et seq. This Agreement may be renewed for additional annual periods subject to the same or modified conditions as may be agreed upon by the parties. Notwithstanding any language set forth herein, it is specifically understood and agreed that any obligation to make such payments under this Agreement is contingent upon funds which may be generated, appropriated, and budgeted for such purposes, and further are subject to the limitations of K.S.A. 10-1101, et seq., "the cash basis law" unless otherwise specifically authorized as an exception thereto.

3. **Composition of the Board.** The Board, which shall be called the Geary County Emergency Telephone Services Board, shall be composed of seven (7) members and shall consist of: one (1) member appointed by each of the governing bodies of the City of Grandview Plaza, Kansas, and the City of Milford, Kansas; two (2) members appointed by the governing body of the

City of Junction City, Kansas; and three (3) members appointed by the governing body of Geary County, Kansas. The appointment to membership on this Board shall be made at the first meeting of each respective governing body in January of each year hereafter.

4. **Organization.** The Board shall meet within _____ days of the approval of this Agreement for the purpose of organization and electing its officers. The Board will conduct its business according to the By-Laws which are attached hereto and incorporated herein.

5. **Function and Responsibilities.** The Board shall be responsible for the implementation of all rules and policies governing the expenditures of funds of the 911 Telephone Emergency Services. All expenditures of 911 funds for equipment and services must be approved by the Board after appropriate compliance with any bid policies established by the Board, and meet K.S.A. 12-5301/5302.

6. **Property.** All property purchased with Emergency Telephone Services funds are the property of: the municipality which purchases said property or for which it is purchased; the municipality to which the use of the property inures, or which utilizes said property. Any capital improvements or additions must first be approved by the Board. Inventory of all equipment purchased by the Board will be maintained by the County Fiscal Officer. If this Board ceases to perform the statutory objectives, and dissolution occurs, then upon that event all property will be divided in accordance with the By-Laws of the Geary County Emergency Telephone Services Board.

7. **Financing.** All funds received from tax levies shall be expended for those purposes as statutorily set forth in K.S.A. 12-5301 et seq., and the same shall be separately accounted for by the County Fiscal Officer of Geary County, Kansas. All disbursements shall be made by the County Fiscal Officer after due consultation with the Board and upon its direction. This organization will

operate as a non-profit group and no income will inure to the benefit of any private board member or individual.

8. Amendments. This Agreement may be amended in any or all respects, but only by the written agreement of the parties hereto authorized by action of the governing bodies of each of the parties hereto. Any amendments must be approved by resolution of each governing body and executed by appropriate officials thereof.

9. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective representatives, successors and agents, subject only to limitations imposed herein, or by operation of law; the parties hereto stipulate that each has received a copy of this Interlocal Agreement.

10. Applicable Law. This Agreement shall be governed and construed in accordance with the laws of the State of Kansas, and the venue of any action to enforce this Agreement, or any dispute thereof, shall be in the District Court of Geary County, Kansas.

11. Prior Agreements. This Agreement constitutes the entire understanding and agreement between the parties hereto with respect to the subject matter hereof and supersedes any and all prior agreements, negotiations and discussions pertaining thereto. This Agreement may be amended or modified only upon the mutual written agreement of the parties hereto as set forth in Section 8 regarding Amendments.

12. Severance. Should any part of this Agreement be declared invalid for any reason, such determination or finding shall not impair the validity or enforceability of any other section herein.

13. Notices. Any notice, request, demand or other communication required by this Agreement shall be in writing and shall be deemed duly given if personally delivered or if mailed, certified or registered mail, return receipt requested, postage prepaid, to the appropriate recipient thereof at the following addresses:

Board of County Commissioners
Geary County, Kansas
Geary County Office Building
139 East 8th Street
Junction City, KS 66441
Attn: County Clerk
785-238-3912

City Council
City of Grandview Plaza
402 State Avenue
Grandview Plaza, KS 66441
Attn: City Clerk
785-238-6069

City Commission of Junction City, Kansas
700 North Jefferson
Junction City, KS 66441
Attn: City Manager
785-238-5150

City Council
City of Milford
P.O. Box 279
Milford, KS 66514
Attn: City Clerk
785-463-5490

14. Effective Date. This Agreement shall be effective upon the occurrence of the following events: approval of this Agreement and Ordinance, by the governing body of the City of Junction City; approval of this Agreement and Ordinance, by the governing body of the City of Grandview Plaza; approval of this Agreement and Ordinance, by the governing body of the City of Milford; approval of this Agreement and Resolution, by the governing body of Geary County; the parties agree that the approval of this Agreement by the Attorney General of the State of Kansas pursuant to K.S.A. 12-2904(f) is not required, due to the provisions of K.S.A. 12-2908. By affixing their signatures hereto, the parties to this Agreement aver that the appropriate action has been taken to approve this Interlocal Agreement, Ordinance and Resolution.

For Geary County this 6th day of December, 1999.

THE BOARD OF COUNTY COMMISSIONERS
OF GEARY COUNTY, KANSAS



Florence C. Whitebread
FLORENCE WHITEBREAD, Chairperson

William R. Merson
WILLIAM R. MERSON, Commissioner

Eldon Hoyle
ELDON HOYLE, Commissioner

ATTEST:

Rebecca Bossemeyer
REBECCA BOSSEMEYER, County Clerk

For the City of Junction City this 7th day of December, 1999.

Mike Rhodes
Mayor

ATTEST:

Rodney Barnes
RODNEY BARNES, City Clerk

For the City of Grandview Plaza this 7th day of December, 1999.

Gerald Bielefeld
GERALD BIELEFELD, Mayor

ATTEST:

Shirley Bowers
SHIRLEY BOWERS, City Clerk

For the City of Milford, Kansas this 09th day of December, 1999.

Morris Greenwood
MORRIS GREENWOOD, Mayor

ATTEST:

Sheryl K. Gaines-Meyer
SHERYL GAINES-MEYER, City Clerk

BY-LAWS

GEARY COUNTY EMERGENCY TELEPHONE SERVICES BOARD

ARTICLE I - NAME

Section 1. The name of this organization shall be the Geary County Emergency Telephone Services Board, hereafter referred to as the "Board".

ARTICLE II - PURPOSE

The purpose of the "Board" shall be to administer, maintain, and supervise the expenditures for emergency telephone services system for all municipalities and public agencies in Geary County, Kansas.

ARTICLE III - MEMBERSHIP

Section 1. The "Board", which shall be called the Geary County Emergency Telephone Services Board, shall consist of seven (7) members and shall consist of: one (1) member appointed by each of the governing bodies of the City of Grandview Plaza, Kansas, and the City of Milford, Kansas; two (2) members appointed by the governing body of the City of Junction City, Kansas; and three (3) members appointed by the governing body of Geary County, Kansas.

Section 2. The appointment to membership on this "Board" shall be made at the first meeting of each governing body in January of each year.

ARTICLE IV - OFFICERS

Section 1. At the first meeting of the calendar year, the "Board" shall elect from their number, a Chairperson, Vice-Chairperson and a recording Secretary.

Section 2. The duties of the Officers shall be such as their titles by these by-laws prescribe and other duties as assigned to them respectively by the "Board".

Section 3. The election of all officers shall be by a plurality vote of the "Board".

ARTICLE V - FUNDS

Section 1. All funds received from tax levies shall be expended for those purposes as statutorily set forth in K.S.A. 12-5301 et. seq., and the same shall be separately accounted for by the County Fiscal Officer of Geary County, Kansas.

Section 2. All disbursements shall be made by the County Fiscal Officer after due consultation with the "Board" and upon its direction.

Section 3. This organization will operate as a non-profit group and no income will inure to the benefit of any private "Board" member or individual.

ARTICLE VI - MEETINGS

Section 1. Meetings of the "Board" will be held monthly beginning in January of each year in the conference room of the police department.

Section 2. At all "Board" meetings, a majority shall constitute a quorum, and all business shall be conducted upon majority vote of those present.

Section 3. "Board" meetings are subject to the Kansas Open Meetings Act (K.S.A. 75-4317, et. seq.).

ARTICLE VII - VACANCIES

Vacancies occurring on the "Board" shall be filled by the governing body from which the vacancy occurs, or the department in question.

ARTICLE VIII - FISCAL YEAR AND ACCOUNTING

The fiscal year shall be January 1 to December 31, and all business shall be audited annually with monthly reports provided to the "Board" by the County Fiscal Officer.

ARTICLE IX - AUTHORITY

The "Board" shall be responsible for the implementation of all rules and policies governing the expenditure of funds of the 911 Emergency Telephone Services. All expenditures of 911 funds for equipment and services must be approved by the "Board" after appropriate compliance with any bid policies established by the "Board", and meet K.S.A. 12-5301/5302.

ARTICLE X - PROPERTY

All property purchased with Emergency Telephone Services funds are the property of the individual entity but cannot be disposed of without recommendation of the "Board". Any capital improvements or additions must first be approved by the "Board". Inventory of all equipment purchased by the "Board" will be maintained by the County Fiscal Officer.

ARTICLE XI - AMENDMENTS

The "Board" shall have power to amend, alter, or repeal these By-Laws, by a two-thirds majority vote of the "Board"; no action shall be taken unless written notice of the proposed amendment has been given at least twenty (20) days prior to the meeting at which the amendment is to be considered.

ARTICLE XII - DISSOLUTION

If this "Board" ceases to perform the statutory objectives as outlined in Article II, it will be dissolved. Dissolution will occur upon a two-thirds majority vote of the "Board". Upon that event, all monies will revert to the municipality from which it was generated; all property will be divided as agreed upon, or as otherwise determined by a neutral arbitrator chosen by the parties.

By Motion made, seconded and unanimously adopted this _____ day of _____, 2000.

ADOPTED this _____ day of _____, 2000.

THE BOARD OF COUNTY COMMISSIONERS
OF GEARY COUNTY, KANSAS

FLORENCE WHITEBREAD, Chairperson

WILLIAM R. MERSON, Commissioner

ELDON HOYLE, Commissioner

ATTEST:

REBECCA BOSSEMEYER, County Clerk

THE CITY OF JUNCTION CITY, KANSAS

By _____
MIKE RHODES, MAYOR

ATTEST:

RODNEY D. BARNES, CITY CLERK

THE CITY OF GRANDVIEW PLAZA, KANSAS

By _____
GERALD BIELEFELD, MAYOR

ATTEST:

SHIRLEY BROWN, CITY CLERK

THE CITY OF MILFORD, KANSAS

By _____
MORRIS GREENWOOD, MAYOR

ATTEST:

SHERYL GAINES-MEYER, CITY CLERK

Item Attachment Documents:

- a. Update on 5th St Playground Park by Kendall Schoenrock, Quality Play for All.

City of Junction City

City Commission

Agenda Memo

3/3/2020

From: [Allen Dinkel, City Manager](#)

To: Governing Body

Subject: Quality Play for All Update on 5th St Playground Park

Objective: Kendall Schoenrock will be giving an update on behalf of Quality Play for All on the 5th St Playground Park Project.

Item Attachment Documents:

- b. Safe at Sertoma Flint Hills Regional Leadership Program Project Presentation.

**City of Junction City
City Commission - Agenda Memo**

Meeting Date: March 3, 2020

From: Lindsay Miller, Finance Director

To: City Commissioners and Allen Dinkel, City Manager

Subject: Safe at Sertoma Flint Hills Regional Leadership Program Project

Explanation of Issue: Will present a project overview and update of the Safe at Sertoma Flint Hills Regional Leadership Program Project.

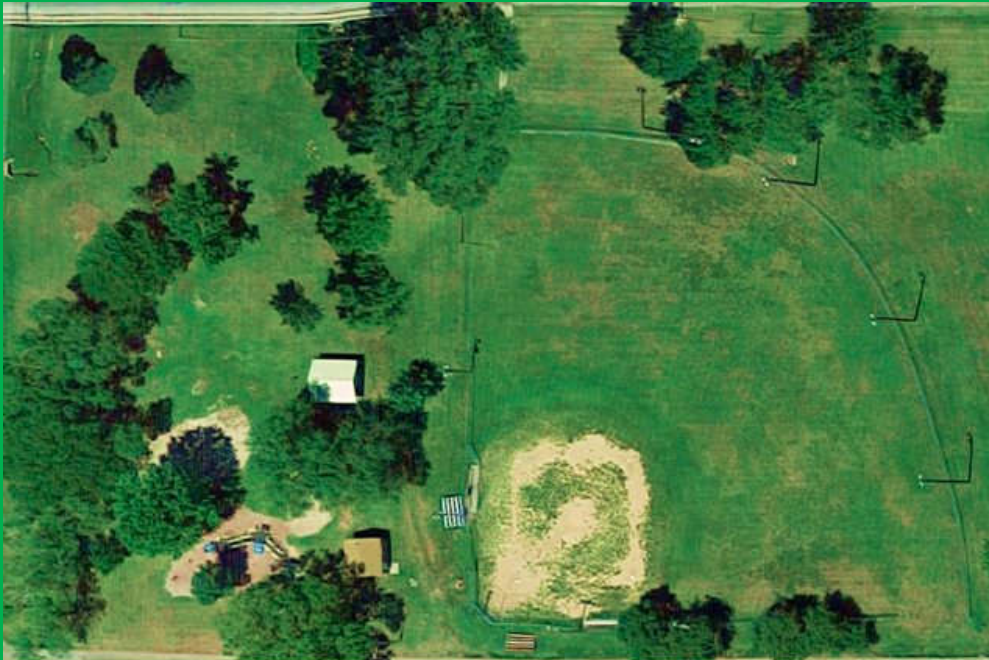
Budget Impact: Funding for this project will be a group effort between the program, city, and community members/sponsors.

Recommendation: None



Safe at Sertoma

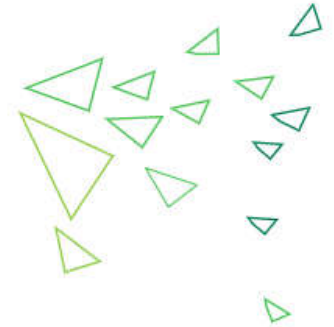
Revitalize the Park. Reimagine Community. Rejuvenate Play.



Why should you care?

According to a recent National Parks and Recreation Association (NRPA) survey, 64% of millennials and 66% of parents show strong support for park revitalization projects.

www.nrpa.org/park-pulse



Parks play an important role in our community

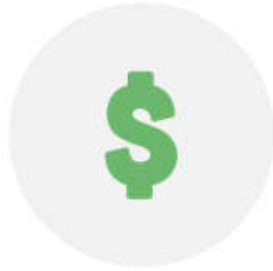
Our investment in this project will be valued by older and younger generations alike.

The Problem



Safety Concerns

Aging bleachers in disrepair have resulted in unsafe conditions for spectators. Restroom facilities are inadequate for public use.



Limited Funding

With the city's limited funding the park has deteriorated over the years.



Community Pride

Sertoma is in a great location, but it is not an attractive or safe environment to pass time.



Increased Need

Not having this ball field in use adds more pressure to all other ball fields and scheduling – the demand is high and the schedules are tight.



Other Local Parks

Other facilities in the city have received upgrades, but Sertoma Park is lacking and needs help.

The Solution



Repair the Fence

Repair the backstop fencing to protect the players and spectators during play



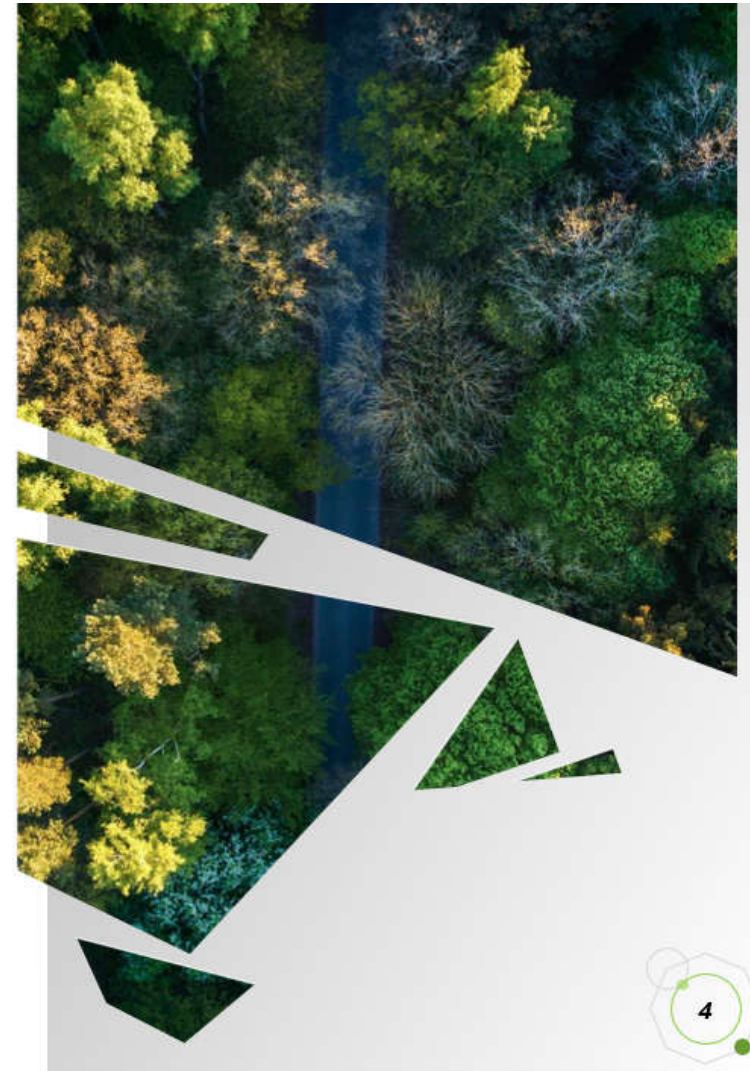
Replace the Bleachers and Add a Score Table

Replace the spectator seating to provide a safe viewing area and add scorekeepers table



Improve Restrooms

Repaint and add stalls to provide usable facilities for park patrons



Repair Fence

Repair the backstop fencing to protect players and spectators during play





Replace Bleachers and add Scorekeepers Table

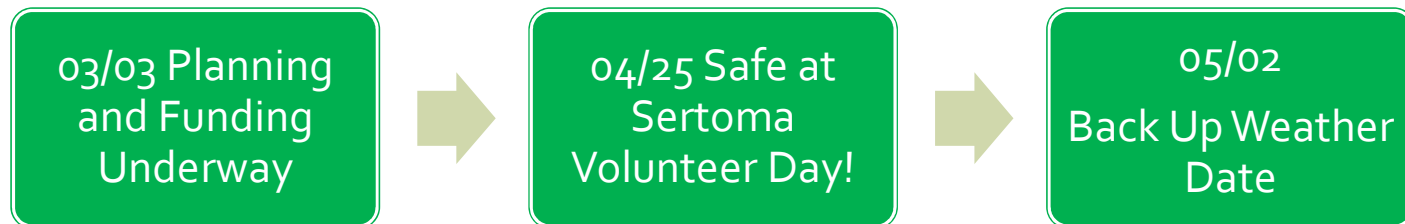
Replace spectator seating to provide a safe viewing area and add a scorekeepers table for increased usability.



Improve Restrooms

Repaint and add stalls to provide usable facilities for park patrons and replace the broken-out windows.

Project Timeline



How do we KNOW this is a valuable project?



Junction City replaced the outfield fencing in 2018, as a result, a 900% increase in use was observed in just one year's time.

- *Increased from 5 to 52 in 2019*



Field is currently used by Little League and Geary County Softball Association

~200 children use this field annually; Increased community involvement has supported the elimination of park vandalism.

Project Summary

FHRLP Objectives were to:

Involve Sweat Equity

Involve Children

Benefit our Community

- **Sweat Equity**

- The FHRLP will prep and paint the existing structural posts supporting the ballfield backdrop, assemble the new bleachers, and minor restroom revamping (painting and cleaning.)

- **Children Involvement**

- The FHRLP will invite children in the community and youth organizations to help with the prep and painting of existing structure that can be reused and assist in the assembly of the new bleachers.

- **Central Location is a benefit to our community**

- 900 E 6th St, Junction City, KS 66441
- Easy access from I-70, Grandview Plaza and Junction City



Mission Statement



The mission of “Safe at Sertoma” is not only to improve the aesthetics of a local ball field and city park but to develop a sustainable, well-maintained and safe outdoor space evolving and meeting the needs of individuals, families, and surrounding communities to enjoy.



This project will inspire and challenge youth to become leaders in their community by instilling leadership, promoting park participation, and inspiring a renewed sense of pride in their community.

Together,
we can join this mission
and welcome the
community *back* to Sertoma
Park.

How Can Community Members Help?

- Save the Date – April 25th, 2020 9 a.m. to 6 p.m.
Volunteers are welcome to help us revitalize the park.
- Sponsor the Event
The more funds we have, the bigger impact we can make.
- Help us get the word out!
Tell your friends and family.

Item Attachment Documents:

- c. Update on the 2019 NPDES MS4 Permit.

City of Junction City

City Commission

Agenda Memo

February 27, 2020

From: Ray Ibarra, Public Works Director
To: Allen Dinkel, City Manager and City Commission
Subject: **Update on the 2019 NPDES MS 4 Permit**

Objective: To receive an update on the preparation for the 2016 NPDES MS4 Permit.

Explanation of Issue: Ray Ibarra of City Public Works will make a presentation regarding the Storm Water Regulatory Requirements and preparation of the 2019 NPDES MS4 Permit to KDHE.



MS 4 Phase 2 Reporting Requirements

City Background Information



- Storm Water Master Plan
 - 2015
- Urban Storm Water System
 - 51 linear miles
- Local Open Channel System
 - 60 linear miles
- Inlets
 - 1,700

NPDES Phase 2 Requirements



- New NPDES Phase 2 Permit Issued February 1, 2014
- Permit requires 6 MCM's
 - Education and Outreach
 - Public Involvement
 - Illegal Discharge, Detection & Elimination
 - Construction BMP's
 - Post Construction BMP's
 - Pollution Prevent/Good House Keeping
- Permit Requires Stormwater Management Plan
 - Management Plan
 - Monitoring Plan

Sample Stations



KDHE Audit



- KDHE Audit was performed August 4, 2016
- Audit Recommendations 4 MCM's
 - Public Involvement and Participation
 - Illicit Discharge Detection and Elimination
 - Construction Site Stormwater Runoff Control
 - Post-Construction Stormwater Management in New Development and Redevelopment Projects
- No Recommendations 2 MCM's
 - Public Education and Outreach
 - Pollution Prevention/Good Housekeeping for Municipal Operations

NPDES Phase 2 Requirements



- Annual Reporting Requirement
 - 2019 Annual Report to KDHE Due February 28th
 - Report includes activities completed for each of the BMP's associated with the six minimum control measures outline in the annual report
 - List recommended changes to practices for the 2019 reporting year





















- Questions???

Item Attachment Documents:

- a. Consideration to Award the 2020 Sanitary Sewer Cleaning to ACE Pipe Cleaning in the amount of \$395,750.00.

City of Junction City

City Commission

Agenda Memo

February 27, 2020

From: Ray Ibarra, Public Works Director
To: Allen Dinkel, City Manager and City Commission
Subject: **Approval to Award Sanitary Sewer Cleaning Program to ACE Pipe Cleaning**

Objective: The consideration and approval to award Sanitary Sewer Cleaning to ACE Pipe Cleaning, Kansas City, MO in the amount of \$395,750.00.

Explanation of Issue: On April 26, 2017, the City Commission approved the award of the City's sanitary sewer cleaning to Ace Pipe Cleaning of Kansas City Mo. The work consisted of cleaning, televising and inventorying four (4) segments of the City's sanitary sewer mains which are in the Southeast, Northeast, Southwest and Northwest.

Public Works is requesting approval to award the 4th phase of the sanitary sewer cleaning to ACE Pipe Cleaning in the amount of \$395,750.00. The price of \$395,750.00 would clean various sanitary sewer mains ranging from 6-inch to 24-inch pipes for a total of 173,000 linear feet of sanitary sewer main in segment #4 which would be in the northwest section of the City.

Budget Impact: The monies has been budgeted in 2020 for cleaning the City's sanitary sewer lines in the Wastewater fund.

Alternatives: The Commission may approve, table, modify and not approve this item

Recommendation: Staff recommends the City Commission's approval of awarding the 2020 Sanitary Sewer Cleaning for \$395,750.00 to ACE Pipe Cleaning, as presented.

Suggested Motion: Commissioner _____ moves to approve the award for the 2020 sanitary sewer cleaning to Ace Pipe Cleaning, Inc. Kansas City, MO in the amount not to exceed \$395,750.00, as presented.

Commissioner _____ seconded the motion.

Enclosures: Sanitary Sewer Cleaning Agreement; Map and linear feet of Sewer Cleaning Segment #4

SANITARY SEWER CLEANING PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this 4th day of August, 2017 by and between the CITY OF JUNCTION CITY, KANSAS ("City") and ACE Pipe Cleaning, Inc., 6601 Universal Ave., Kansas City, MO 64120 ("Service Provider").

WHEREAS, the City requires a cleaning, closed circuit television (CCTV) inspection, and inventorying via Cartegraph SewerView of sanitary sewers within the City of Junction City ("Project"); and

WHEREAS, the City will use CCTV and SewerView data to evaluate sewer system assets and plan for repairs and renewal of the sanitary sewer pipelines; and

WHEREAS, the City has funds to complete the Project; and

WHEREAS, Service Provider is an independent contractor with the necessary equipment, skills, and qualifications to provide the cleaning, CCTV and inventorying services.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all sewer cleaning, CCTV inspection and SewerView inventorying work related services provided by the Service Provider in accordance with this Agreement.
- B. The City agrees to retain Service Provider and Service Provider agrees to perform and complete the Services described in the Exhibit A "Scope of Work," Exhibit B "Prone Cleaning Areas," and Exhibit C "Awarded Contract Amount", attached hereto and incorporated by reference.
 - i. Perform basic jetter cleaning of sanitary sewer lines, as set forth in Exhibit A "Scope of Work" and Exhibit B "Prone Cleaning Areas"
 - ii. Work under this contract shall be completed in the following order: (A) Cleaning of sanitary lift stations, (B) Cleaning, CCTV and Inventorying of Prone Cleaning Areas (Exhibit B) and (C) Cleaning, CCTV and Inventorying of Segment 1, as permitted under overall Contract Award Amount (Exhibit C)
 - iii. Perform sewer cleaning work, CCTV inspection work, and inventorying work and submit deliverables as set forth in Exhibit A
 - iv. Upon written authorization of the City, perform heavy cleaning of sewer line segments that have heavy deposits of debris or cannot be adequately cleaned with basic cleaning, as defined in Exhibit A.
- C. The City agrees to the following to assist the Service Provider in the delivery of the Services:
 - i. Furnish a location to dispose of the solids and sediment removed from the sanitary sewers during the cleaning process.
 - ii. Assist the Service Provider in locating manholes.

- D. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services.
- E. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

11. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

111. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed on a unit price basis, for completion of the actual measured quantities or work, as set forth in the Services Provider's Bid Schedule and the amount of annual contract award. Compensation shall not exceed the amount of annual award, without written approval by the City.
 - b. Service Provider is not eligible for reimbursement for miscellaneous expenses including travel, transportation, postage, etc.
- B. Service Provider shall submit an itemized invoice to the City on the first day of each month that details the Services that were provided in the month immediately prior, as well as any other charges or reimbursements to which the Service Provider is entitled by this Agreement. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within six (6) months of receiving the notice to proceed. The Service Provider will be responsible for liquidated damages of five hundred (\$500.00) per calendar day if services are not completed within the contract timeframe.

- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$2,000,000 per occurrence and \$2,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it:
 - a. Is licensed to do business in the State of Kansas;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. Service Provider shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

-- Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:
 - City of Junction City
 - Attn: Ray Ibarra
 - Director of Public Works
 - 2324 N. Jackson; PO Box 287
 - Junction City, KS 66441
 - ray.ibarra@jcks.com
- C. Notices sent by the City shall be sent to:
 - Ace Pipe Cleaning, Inc.
 - Attn: Theresa Calvert -Contract Manager
 - 6601 Universal Ave.
 - Kansas City, MO 64120
 - theresa@acepipe.com

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.

- B. The term of this Agreement shall be until all Services are satisfactorily completed and accepted by the City.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Kansas.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or

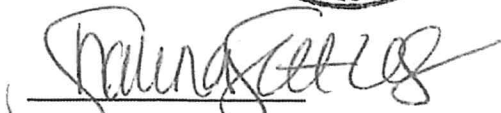
Responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.

- G. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- H. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- I. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- J. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- K. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written



ATTEST

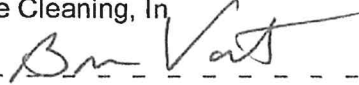

Shawna Settles, City Clerk

CITY OF JUNCTION CITY, KANSAS

By: 

Phyllis Fitzgerald, Mayor

Ace Pipe Cleaning, Inc.

BY:  _____

: **Bruce Vantine**

Secretary / Treasurer

Please print name

**AGREEMENT NO.
EXHIBIT A
SCOPE OF SERVICES**

General Intent - The Contractor shall perform sanitary sewer maintenance services to designated areas within the existing City limits as directed by the Director of Public Works or his/her designee. Sanitary sewer cleaning maintenance services include the cleaning of City owned sanitary sewer pipelines, sanitary lift station wet wells and manholes as designated by the City and Videotaping of the conditions of the system by the Contractor.

The Contractor shall comply with the detailed Sanitary Sewer Maintenance Services requirements under the attached Special and Technical Provisions of the contract.

The pricing noted below shall include all services requested under Exhibit A, Special and Technical Provisions.

BREAK DOWN OF COSTS:

Item No.	Description of Work	Estimated Quantity (each year)	Units	Unit Cost	Total
1	6"-8" diameter pipe cleaning Segment 1 (Year 1-2017)	119,000	LF	\$1.95	\$232,050.00
2	10"-12" diameter pipe cleaning Segment 1 (Year 1-2017)	15,000	LF	\$2.10	\$31,500.00
3	15"-18" diameter pipe cleaning Segment 1 (Year 1-2017)	5,000	LF	\$2.25	\$11,250.00
4	21"-24" diameter pipe cleaning Segment 1 (Year 1-2017)	2,000	LF	\$3.00	\$6,000.00
5	Sanitary Lift Station (Wet Wells) (2017)	21	EA	\$500.00	\$10,500.00
6	Heavy Sewer Cleaning (2017) Segment 1 (Year 1-2017)	100	HRLY	\$250.00	\$25,000.00
	Subtotal (2017 Program)				\$316,300.00
7	6"-8" diameter pipe cleaning *Segment 2 (Year 2-2018)	191,000	LF	\$2.00	\$382,000.00
8	10"-12" diameter pipe cleaning *Segment 2 (Year 2-2018)	15,000	LF	\$2.15	\$32,250.00
9	15"-18" diameter pipe cleaning *Segment 2 (Year 2-2018)	6,000	LF	\$2.30	\$13,800.00
10	21"-24" diameter pipe cleaning *Segment 2 (Year 2-2018)	3,000	LF	\$3.10	\$9,800.00
11	Heavy Sewer Cleaning (2018) *Segment 2 (Year 2-2018)	100	HRLY	\$255.00	\$25,500.00
	*Subtotal (2018) Program)				\$462,850.00

BREAK DOWN OF COSTS (Continued)

Item No.	Description of work	Estimated Quantity (each year)	Units	Unit Cost	Total
12	6"-8" diameter pipe cleaning *Segment 3 (Year 3-2019)	142,000	LF	\$2.05	\$291,100.00
13	10"-12" diameter pipe cleaning *Segment 3 (Year 3-2019)	12,000	LF	\$2.20	\$26,400.00
14	15"-18" diameter pipe cleaning *Segment 3 (Year 3-2019)	5,000	LF	\$2.35	\$11,750.00
15	21"-24" diameter pipe cleaning *Segment 3 (Year 3-2019)	3,000	LF	\$3.20	\$9,600.00
16	Heavy Sewer Cleaning (2019) *Segment 3 (Year 3-2019)	100	HRLY	\$260.00	\$26,000.00
	*Subtotal (2019 Program)				\$364,850.00
17	6"-8" diameter pipe cleaning *Segment 4 (Year 4-2020)	153,000	LF	\$2.10	\$321,300.00
18	10"-12" diameter pipe cleaning *Segment 4 (Year 4-2020)	15,000	LF	\$2.25	\$33,750.00
19	15"-18" diameter pipe cleaning *Segment 4 (Year 4-2020)	3,000	LF	\$2.40	\$7,200.00
20	21"-24" diameter pipe cleaning *Segment 4 (Year 4-2020)	2,000	LF	\$3.25	\$6,500.00
21	Heavy Sewer Cleaning (2020) *Segment 4 (Year 4-2020)	100	HRLY	\$270.00	\$27,000.00
	*Subtotal (2020 Program)				\$395,750.00
	Grand Total				\$1,539,750.00

Note to Contractor: The quantities estimated above are for the purpose of evaluation of the proposal submitted by the contractor, not guaranteed work. The City reserves the right to assign more or less quantities/work for the same unit or crew hourly rate price provided by the contractor herein. The City is not obligated to any minimum or maximum quantities/work under the contract. Nothing in these documents or elsewhere in the contract documents shall be construed as obligating the city to do so.

*Subject to annual budget allocations by the City of Junction City.

CONTRACTOR NAME:

ACE PIPE CLEANING, INC.

TOTAL COST:

Words:

One million, five hundred thirty-nine thousand, seven hundred and fifty dollars and zero cents.

Figures: \$ 1,539,750.00

AGREEMENT NO. _____

CONTRACTOR CORPORATE INFORMATION

The names of all persons interested in the forgoing as principals of CONTRACTOR are as follows:

IMPORTANT NOTICE: If CONTRACTOR is a corporation, state legal name of corporation and names of the president, secretary, treasurer, and manager thereof authorized to execute this Contract; if a co-partnership, state true name of firm, names of all individual co-partners composing firm.

The representations made herein are made under penalty of perjury.

Employers Tax Identification No. 44-0580656. To comply with Internal Revenue Service requirements, the City of Junction City will report any payments exceeding \$500.00 within a calendar year.

CONTRACTOR'S LICENSE NUMBER: N/A
(IF APPLICABLE)

Name of Partnership or Firm: _____

Business Address: _____

(All partners must sign – use separate sheet if necessary)

Signed: _____ Name: _____
Title: Address: _____

Signed: Name: _____
Title: Address: _____

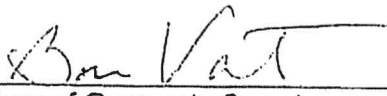
(IF APPLICABLE)

Name of Corporation: ACE PIPE CLEANING, INC.

Business Address: 4000 TRUMAN ROAD, KANSAS CITY, MO 64127

Corporation organized under the laws of the State of: MISSOURI

SEAL



Signature of Corporate Secretary
(Attach Applicable Corporate Resolutions)

This form must be submitted with the PROPOSAL.

SANITARY SEWER MAINTENANCE SERVICES PROPOSAL

REFERENCES

In order to more fully evaluate the bidder's background and experience for the project herein proposed, it is requested that the bidder submit a list of Public Works or similar maintenance service contracts completed within the last 24 months or now in progress.

Number of years as a contractor in service contracts of this type: 60 YEARS

Five service contracts of this type recently completed or currently in process:

Project #	Contract Amount	Type of Contract
1	\$4,140,500.00	City-Wide Clean & TV
2	\$2,000,000.00	EV1314 Clean & TV
3	\$1,100,000.00	Evaluation & Rehabilitation of WW Collection System
4	\$102,555.20	2014-2015
5	\$230,743.00	Sewer CCTV & Cleaning Sub Basin P007 & S004 Inspection-Clean and CCTV Services-Sub to RJN

Project #	Date Completed	Name, Address and Phone Number of City
1	12/31/2015	Kansas City Water Services, Attn: Tim Hagar 4800 E 63rd Street, Kansas City, MO 64130 816-513-0299
2	5/31/2017	Kansas City Water Services, Attn: Matt Thomas 4800 E 63rd Street, Kansas City, MO 64130 816-513-0306
3	10/31/2015	City of Joplin, MO Attn: Dan Johnson 602 S Main St, Joplin, MO 64801 417-624-0820 x538
4	5/2015	City of Parkville Attn: Alysén Abel 8880 Clark Avenue, Parkville, MO 64152 816-741-7676
5	5/2015	City of Fort Smith, Arkansas c/o RJN Group, Inc. 12160 Abrams Road, Ste 400, Dallas, TX 75243

Use additional sheets as necessary.

This form must be submitted with the PROPOSAL

unresponsive. If the contractor fails to specify a subcontractor for any portion of the work to be performed under the Contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

DESIGNATION OF SUBCONTRACTORS

Type of Work	Percent of Total Contract	Subcontractor's Name
		NONE

Use additional sheets as necessary.

This form must be submitted with the PROPOSAL

**SANITARY SEWER CLEANING MAINTENANCE SERVICES PROPOSAL
DECLARATION OF CONTRACTOR'S QUALIFICATIONS**

Name of Contractor: ACE PIPE CLEANING, INC.

Main Office Address: 4000 TRUMAN ROAD, KANSAS CITY, MO 64127

Office Telephone Number: 816-241-2891

When were you organized: 3/23/1954

If a Corporation, when were you incorporated: 3/23/1954

How many years has this firm been engaged in the business of Sanitary Sewer Maintenance:
60

List all current Sanitary Sewer Maintenance contracts in excess of \$100,000 per year, giving the amount of each contract, duration of the contract, and for whom the work is being performed (name, address, telephone):

SEE PREVIOUS REFERENCES AND ATTACHED SHEET

Have you failed to complete or been terminated from any contract awarded to your Company:
NO

If yes, please attach a separate sheet explaining the reason for the failure to complete the contract. Include the name, address and telephone of the owner.

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets. The contractor may submit any additional information as desired.

List experience in performing work similar to the work required hereunder:

SEE PREVIOUS REFERENCES AND ATTACHED SHEET

List the background and experience of the officers and principal members including the proposed project manager for your organization:

SEE ATTACHED RESUMES

List below all officers, partners, and/or stockholders who own ten (10%) or more of your company:

STEVE HONTZ, PRESIDENT

BRUCE VANTINE, SECRETARY/TREASURER

ACE IS EMPLOYEE OWNED

What other general services does your company/firm provide in addition to Sanitary Sewer Maintenance:

WATERBLAST CLEANING, CIP LATERAL CONNECTION REPAIRS, MANHOLE LINING (CEMENT

AND/OR EPOXY), PANARAMO MANHOLE INSPECTION, SL-RAT ACOUSTIC INSPECTIONS,

TRENCHLESS CIPP JOINT REPAIRS, CIP END SEALS, MANHOLE LOCATING,

DIGESTER CLEANING, VACUUM SERVICES, STORM SEWER CENTIFUGALLY CAST CONCRETE PIPE.

Use additional sheets as necessary.

This form must be submitted with the PROPOSAL.

CURRENT CONTRACTS OVER \$100,000.00 – ACE HAS MULTIPLY LARGE CONTRACTS WITH ALL OF THE CITIES LISTED BELOW:

- CITY OF JOPLIN, MO – DAN JOHNSON 417-624-0820 X538
- CITY OF KANSAS CITY, MO – MATT THOMAS 816-513-0360
- ST. LOUIS METROPOLITAN SEWER DISTRICT – BOB MILLER 314-335-2053
- CITY OF FT WORTH, TX – DARRELL GADBERRY 817-999-7907
- SAN ANTONIO WATER SYSTEMS – DENNIS LASKOWSKI 210-223-2682
- CITY OF NASHVILLE, TN – TERRI TROUP TERRI.TROUP@NASHVILLE.GOV



Ace Pipe Cleaning, Inc

Kansas City, Ft. Worth, Tulsa, Wichita, St. Louis, Hayden AZ

The Environmental Protection Specialist

4000 Truman Road
Kansas City, Missouri 64127

Tel: (816) 241-2891

Fax: (816) 241-5054

Watts: (800) 325-9372

TO WHOM IT MAY CONCERN:

I, Steve Hontz, President of Ace Pipe Cleaning, Inc., a corporation organized and existing under the laws of the State of Missouri ("the Company"), do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of the Company duly held and convened on May 13, 2011, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout and that such resolution has not been modified, rescinded or revoked and is at present in full force and effect.

RESOLVED: That Bruce Vantine, the Secretary/Treasurer of Ace Pipe Cleaning, Inc., is empowered and authorized to execute and deliver in the name and on behalf of this Company documents pertaining to contracts, proposals and bidding, and to affix the corporate seal [if applicable].

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Company this 13th day of May, 2011.

Steve Hontz, President
Corporate Address: 4000 Truman Road
Kansas City, MO 64127
Incorporation State: Missouri

Ace Pipe Cleaning, Inc.
Corporate Seal

**CITY OF JUNCTION CITY
SPECIAL PROVISIONS
SANITARY SEWER CLEANING MAINTENANCE SERVICES**

PART 1 CONTROL OF THE WORK AND MATERIALS

1.1 Work to be done: Equipment

The intent of these specifications is to prescribe and provide for the complete and finished performance and accomplishment in every respect of the entire contemplated work or improvement(s) indicated by the drawings and/or specifications. It is understood and agreed that the Contractor is required to and will perform, and complete the work or improvement(s) required by this contract in a thorough, satisfactory, and workmanlike manner in accordance with the provisions hereof, the referenced specifications, and the Special and Technical Special Provisions; to leave the work site in a neat, clean, and orderly condition upon completion of the work; and to furnish and provide in connection with all the work and cleanup all necessary labor, tools, implements, equipment, machinery, methods or processes, materials and supplies except such as is specified as will be furnished by the City. All equipment must be in good state of repair and maintained in such good state during the progress of the work. No worn or obsolete equipment shall be used, and in no case shall the maker's rating of capacity for any equipment be exceeded.

- 1.2 The Contractor may request the use the City's Public Works Center (PWC) to park construction equipment or store work materials. However no sewage debris shall be stored at the PWC. Such request must be provided in writing. If such request is permitted, the City will assume no responsibility for any damages or stolen equipment and materials resulting from the contractor's permitted use of the City Public Works Center.

PART 2 CONTROL OF WORK SITE

2.1 Protection and Restoration of Existing Improvements

The Contractor shall be responsible for the protection of public and private property adjacent to the work and shall exercise due caution to avoid damage to such property. The Contractor shall repair or replace all existing improvements within or adjacent to the area of work (i.e. lawns, trees, shrubs, hedges, fences, walls, sprinkler systems, sidewalks, driveways, curbs, gutters, valves, manholes, pavement, etc.) which are damaged or removed as a result of his operations. New improvements shall be constructed and modified to match existing improvements and existing field condition with proper grade.

Repairs and replacements shall be equal to or better than existing improvements, and shall match them in finish and dimension. Old materials shall be replaced with new materials. Full compensation for furnishing all labor, materials, tools, equipment, traffic control, mobilization, and incidentals, and for doing all the work involved in

protecting and restoration of existing improvements is considered included in the various contract bid prices.

2.2 Nuisance Water

It is anticipated that nuisance waters, such as storm water runoff and irrigation water, will run in and across the right-of-way at various times throughout the period of maintenance. It shall be the responsibility of the Contractor, at his own expense, to provide for and protect the work from such waters and from the diversion of such waters into the sanitary sewer system infrastructure. In addition, the Contractor's responsibility, at his sole expense, shall include handling nuisance waters so that his operations do not cause them to damage existing improvements or properties adjacent to or near the site of the work or to be diverted into the sanitary sewer system.

PART 3 EMERGENCY

3.1 Emergency Response

The Contractor must maintain telephone service so that all calls from the City to the Contractor have no toll charge. The Contractor shall supply the City Project Manager with name(s) and telephone number(s) of responsible person(s) representing the Contractor for twenty-four (24) hour, seven (7) days a week emergency response. The information shall remain current at all times. Any changes shall be forwarded to the City Project Manager in writing of any such change. The Contractor shall deliver this information initially to the City Project Manager at the time he provides the required bonds and certificates of insurance and endorsements.

Calls of an emergency nature received by the City shall be referred to the Contractor for immediate disposition in accordance with the provisions herein.

Twenty-four (24) hours a day, seven (7) days a week, the Contractor shall respond by telephone call or in person within two (2) hours of the City's attempt to contact the Contractor's designated representative about an emergency condition.

3.2 Emergency Personnel

In situations involving an emergency after normal work hours, the Contractor shall dispatch qualified personnel and equipment to reach the site within two (2) hour of being informed or of having knowledge, even if just in part, of the emergency. The Contractor's dispatched vehicle shall carry sufficient equipment to effect safe control of traffic. When the Contractor arrives at the site, the Contractor shall coordinate with the City Project Manager or his/ her designee and shall set up all necessary traffic warning and control devices and proceed to make necessary corrections on a temporary basis.

PART 4 SAFETY

4.1 Contractor shall comply with all Federal, State and local safety regulations and OSHA requirements. If confined space entry into a live sewer is necessary, the City requires continuous ventilation and monitoring of the maintenance hole atmosphere for hydrogen sulfide, combustibles, and oxygen concentration during maintenance hole entry. Contractor is required to operate and maintain his or her safety equipment and is responsible for all safety training for his or her crew. Contractor shall never leave an open maintenance hole unattended. All equipment must be removed from the sewer at the end of each work session. Contractor shall perform all work in the safest possible manner. The City may make unannounced inspections to ensure compliance with safety requirements. If Contractor is deemed to be working in an unsafe manner by the City, the Contract may be terminated.

**CITY OF JUNCTION CITY
TECHNICAL PROVISIONS
SANITARY SEWER CLEANING MAINTENANCE SERVICES**

PART 1 GENERAL

1.1. Sewer Cleaning

- A. Sewer cleaning shall be performed by the hydroflushing method. Methods that employ buckets, porcupines, kites, scooters, balls, pigs, snakes, or other winch or rod-propelled devices or tools shall not be used.
- B. The Contractor shall use self contained hydroflushing equipment. At a minimum the equipment shall have cleaning tools suitable for use in gravity sewers from 6 to 24 inches in diameter. The allowable sewer cleaning tools shall include: Enz Bulldog nozzle or Warthog rotating nozzle. Use of other nozzles or cleaning tools requires the advance approval of the City.
- C. The Contractor will be responsible for obtaining all water and water meter(s) necessary for the performance of the work. A City water meter permit will be obtained by the contractor for the work from the City's Customer Services. Use of the City's Bulk Water station, Water Treatment Plant, 2101 N. Jackson Street, shall be able for the contractor's use, including all needed water for the work. Recycled water will not be allowed to be used for sanitary sewer cleaning and sewer maintenance purposes.

PART 2 EXECUTION

2.1 Sewer Cleaning

- A. All line segments within a cleaning route shall be cleaned from the upper reaches of a cleaning route to the downstream reaches of a cleaning route using the NASSCO Specification Guidelines for Sewer Pipe Cleaning.
- B. All sewer cleaning operations shall be conducted from the downstream manhole. Sewer cleaning using an upstream manhole for access is not allowed. Written approval for special conditions must be obtained in writing from the City prior.
- C. The contractor shall employ a debris trapping system in the outlet of the downstream manhole prior to cleaning any sewer line to contain sludge, dirt, sand, rocks, grease, roots, and any other foreign materials in the manhole. The contractor shall remove trapped materials from the manhole prior to removal from the system. Normal Cleaning shall include hydroflushing of all sewer lines with a minimum of two passes (each pass consists of running the hydroflush cleaning tool all the way to the next upstream manhole twice and returning it to the entry manhole) and a minimum of one pass of the root cutting tool through

the entire line, shall be included within the normal cleaning. The contractor shall verify that the hydroflush cleaning and root cutting tools reaches the upstream manhole on each pass.

- D. If any sewer line shows evidence of being more than one-half full with debris or if there is excessive root intrusion that would render hydroflushing an ineffective method of cleaning, the Contractor shall notify the City by the City's next work day. Heavy cleaning shall only be approved in writing and shall be at an hourly rate per the bid amount.
- E. All material resulting from the sewer line cleaning shall be removed from the sewer lines and associated structures prior to moving to the next sewer line.
- F. The contractor shall at all times conduct work to prevent any blockage or failure and minimize surcharging in the sewer structures, connecting pipelines, and service laterals. Damage to existing facilities as a result of the contractor's work shall be promptly reported to the City and repaired in kind at no additional cost to the City.
- G. When using hydraulically propelled cleaning tools that depend on water pressure to provide cleaning force, or tools that retard flow are used, take precautions to ensure that water pressure created does not damage or cause flooding of public or private property.
- H. The contractor shall be thoroughly familiar with all phases of sewer pipe and structure cleaning to ensure the completion of this Contract without causing a health hazard or damage to the sewage system, public, and private properties.
- I. The contractor shall report the quantity of debris removed from the debris trapping system for each segment of pipe cleaned in a manner and on a form acceptable to the City Project Manager or his/ her designee.
- J. The cleaning of manholes shall be cleaned both upstream and downstream of the sanitary sewer lines using hydraulically propelled, high-velocity jet equipment, and shall be included within costs for sanitary sewer line cleaning.

2.2 Cleaning Precautions

- A. Contractor shall provide its written Overflow Response Contingency Plan to the City prior to first mobilization for review and approval.
- B. The Contractor shall take precautions to ensure that the sewer cleaning activities do not cause damage or flooding of private property being served by the sewer.
- C. The Contractor shall not dispose of or allow any liquid or solid waste from the sewer cleaning operation to enter the City's storm drainage system.

- D. In the instance that the Contractor's equipment becomes lodged in the sewer, the Contractor will notify the City as soon as practicable. The Contractor shall take all steps necessary to remove the lodged equipment in a timely manner. The Contractor shall take precautions to avoid damaging the sewer or causing an overflow. If the lodged equipment must be removed by excavation of the sewer line, the Contractor will be responsible for following the City's standard provisions for such excavations and repairs. Additionally, the Contractor will be responsible for any costs incurred for the retrieval of any lodged equipment.
- E. It shall be the sole responsibility of the Contractor to provide for the safety of the traveling public within the limits of the project and on private property. Contractor shall indemnify and hold harmless the City and the City's representatives for any safety violation, or noncompliance with governing bodies and their regulations, and for accidents, deaths, injuries, or damage at the site during occupancy or partial occupancy of the site by Contractor's workforce or equipment while performing any part of the work.
- F. In the event there is a vehicle accident at or in the vicinity of the Contractor's temporary traffic control, then the Contractor shall immediately notify the City.
- G. In the event that the Contractor's sewer cleaning activities cause a sewer overflow, the Contractor shall immediately mitigate the overflow and notify the City. The Contractor shall implement their Overflow Response Contingency Plan to respond to and mitigate the overflow, at Contractor's expense. Contractor's Overflow Response Contingency Plan is subject to the City's review and approval.

Contractor shall, within three working days from the occurrence of the spill, submit to the City representatives a written report describing the following information related to the spill:

- Location of spill
- Type of remedial and/or clean up measures taken
- Date and time of implementation
- The Duration
- The Cause
- The Corrective and /or Preventive Actions taken
- Waterbody impacted, including storm drain inlets, retention/detention basins, etc. and results of any necessary monitoring.

2.3 Removal and disposal of materials removed from sewers

- A. All materials resulting from the sewer cleaning operation shall be prevented from passing the downstream manhole in order to prevent causing downstream stoppages or the accumulation of debris in downstream gravity sewers, pump station wet wells.
- B. All materials resulting from the sewer cleaning operation shall be removed from the worksite by the Contractor and disposed of at the City's East Wastewater Treatment Plant, 427 Grant Avenue, Junction City, KS. The contractor is to coordinate this disposal through Kerry Peterson, Project Manager, Veolia Water, (785) 762-5855. All costs related to removal and hauling to the East WWTP shall be at the expense of the contractor and shall be included in the unit price per sanitary sewer line cleaned. The use of a Vac-truck and/ or transport equipment shall be clean and free of foreign materials other than those obtained from the City cleaning operations.
- C. All materials resulting from the sewer cleaning operation shall be removed from the worksite no less often than at the end of each workday. Under no circumstances shall the Contractor be allowed to accumulate materials on the site of work beyond the immediate work area.
- D. The Contractor shall report on the Sewer Cleaning Log the predominant type and quantity, in cubic feet, of material removed from each sewer line segment. A copy of the preliminary Sewer Cleaning Log shall be provided to the City at the end of each week of cleaning and a final log provided to the City prior to final payment of the contract.

2.4 Acceptance of completed work - Quality Inspection

- A. The City will review the video inspection results and sewer line segments with less than 95% of the cross sectional area free from foreign materials at any point along its length at the time of the inspection will be deemed to have failed the first quality inspection. All failed sections must be re-cleaned within forty-eight (48) hours of notification by the City.
- B. If any of the sewer line segments inspected by the City fail the first quality inspection, then the City will inspect a random 20% sample of the sewers cleaned by the Contractor within the two weeks of cleaning, using CCTV. The costs associated with conducting the second quality inspection will be deducted from the Contractor's next billing invoice.

2.5 Liability for Additional Costs

- A. The City shall not be liable for any additional costs incurred by the Contractor in passing the quality inspections.

2.6 Acceptance

- A. Acceptance of sewer line cleaning shall be made upon the successful completion of the quality inspection and approval by the City.
- B. The City shall not be liable for payments to the Contractor for cleaning sewer line segments that have not met the criteria for acceptance.

2.7 Traffic Control and Public Convenience & Safety

2.7.1 Traffic and Access

Traffic control shall be established by Contractor and shall conform to requirements of the current "Manual of Uniform Traffic Control Devices". There are a number of sewer lines that are in heavy traffic areas and will require the use of arrow board(s) and an extensive traffic control set up. When major traffic control setup is required, the City Project Manager or his/ her designee may require the submittal of a traffic control plans. Such plan shall address the specific manner in which vehicle and pedestrian access and safety will be maintained during maintenance work. In addition, Kansas Department of Transportation (KDOT) may require major traffic control setup and submittal of traffic control plans for work within KDOT right-of-way.

No work shall begin until traffic protection and/ or control plans have been approved and/ or installed for the needed work.

The Contractor shall give 48-hour notice to any affected property owner prior to blocking any driveway or entering onto a private easement. The Contractor shall provide adequate access at all times to City, County and State Maintenance staff and their representatives during contract work hours. Contractor shall daily clean-up the work area prior to leaving the work site, to allow City, County and State Maintenance staff and their representatives to have safe and convenient access during non-contract work hours.

The Contractor shall not close any street within the City of Junction City without first obtaining the approval of the City Project Manager or his/ his designee. All intersections shall remain open at all times to all traffic movement with turn pockets unless otherwise approved by the City.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the City will place such necessary items and the Contractor shall be liable to the City for providing such devices.

PART 3 INVENTORY AND DOCUMENTATION

3.1 The Contractor shall videotape, inventory and document the size, condition, defects, wye/ connection locations/ size, of each pipe segment and manhole after cleaning. The inventorying shall be coordinated through the City of Junction City Asset Management System 'Cartegraph SEWERview' in order to allow for the importing of the field collected data into the City's asset management system. Videotaping shall be provided in full and segmented for each pipe segment on CD to the City. The inventory of each segment shall include:

- A. Date of video
- B. Pipe ID(provided by the City)/ Manhole Diameter
- C. Subdivision name and phase number
- D. Street, Route Back, Route Ahead
- E. Upstream/Downstream Manhole numbers (these numbers must coincide with the City's database)
- F. Length, Size and Material of pipe
- G. Size, Material Deficiencies of Manholes
- H. Service laterals must have size and connection angle indicated
- I. Location and Extent of observed pipe deficiencies (i.e. Distance From/To, bad joints, breaks, leaks, infiltration, etc.) A list of observations is provided in Appendix B, which will include all deficiencies to be rated.

Video tapes (CDs) must clearly show details of structural defects, misalignments and infiltration, and indicated accurate distance measurements of deficiencies.

PART 4 MEASUREMENT AND PAYMENT

4.1 Measurement and payment for hydraulic flushing/cleaning of existing sanitary sewer pipelines shall be at the unit price per linear foot, per the pipeline diameter within the bid document, for such cleaning along the horizontal centerline of the existing pipe from the downstream edge of the manhole to the outlet edge of the next upstream manhole, as measured using length of hose deployed after such time the cleaning nozzle is placed into the pipeline to be cleaned, and in accordance with the requirements of the Contract Documents.

4.2 Payment for the above shall be made at the unit price per linear foot, per the pipeline diameter, indicated as bid item no. 1-4 in the Price List Form (Exhibit A) for which price shall constitute full compensation for furnishing all materials, labor, tools and equipment for cleaning of the existing sanitary sewer pipelines including, but not limited to, nuisance water control/handling, safety requirements, and all other incidental work not specifically described in any other item of the specifications, complete-in-place, as specified and/or shown.

4.3 Compensation for all traffic control requirements (in both heavy and low traffic areas), including scheduling, posting signs, notifications, traffic control and emergency provisions shall be included in the unit price per linear foot, indicated as

bid item for each pipeline diameter for hydroflushing (sewer cleaning) and no additional compensation shall be allowed therefore.

4.4 In general, the actual length cleaned should be used for invoicing purposes. The actual length is the distance that the Contractor was able to clean in lineal feet from the inside face of the upstream wall of the downstream manhole, where the cleaning equipment was placed into the pipe, to the farthest point along the pipe segment that cleaning was conducted with a maximum length being up to the inside face of the upstream wall of the upstream manhole.

4.5 If a clean pipe is only able to be partially cleaned (cleaning equipment does not reach the manhole at the end of the pipe segment) due to an obstruction, the Contractor shall immediately alert the City.

4.6 If the obstruction is found to be a physical defect which did not allow the cleaning to take place, then the Contractor may invoice for the amount actually cleaned by the Contractor.

4.7 The cleaning of the lift stations shall include the complete cleaning of the wet well, hauling and transporting of collected debris to the City's wastewater treatment plant and shall be for each lift station cleaned per the unit price bid.

Note: In the event that the Contractor's sewer cleaning activities cause a sewer overflow, the Contractor shall immediately mitigate the overflow and notify the City. The Contractor shall implement their Overflow Response Contingency Plan to respond to and mitigate the overflow at Contractor's expense.

PART 5 SCHEDULE

5.1 Unless otherwise directed by the City, the Contractor shall commence performance of the Services upon execution of a Standard Agreement by the City.

5.2 Services shall be completed within six (6) months of receiving the notice to proceed for the work.

5.3 Neither the City nor the Contractor shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.

5.4 If Contractor's performance is delayed due to delays caused by the City, the Contractor shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

5.5 The Contractor will be responsible for liquidated damages of five hundred dollars (\$500.00) per calendar day beyond the 6 months, after a notice to proceed has been issued.

PART 6 LIABILITY AND INDEMNIFICATION

6.1 Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.

6.2 The Contractor's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

PART 7 INSURANCE

7.1 The Contractor shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$2,000,000 per occurrence and \$2,000,000 aggregate coverage. Contractor Provider shall also secure and maintain Worker's Compensation (\$500,000 per occurrence and \$1,000,000 aggregate) and Employer's Liability Insurance, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :

7.2 Is licensed to do business in the State of Kansas;

7.3 Carries a Best's policy holder rating of A or better; and

7.4 Carries at least a Class X financial rating.

7.5 The Contractor shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. The Contractor shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

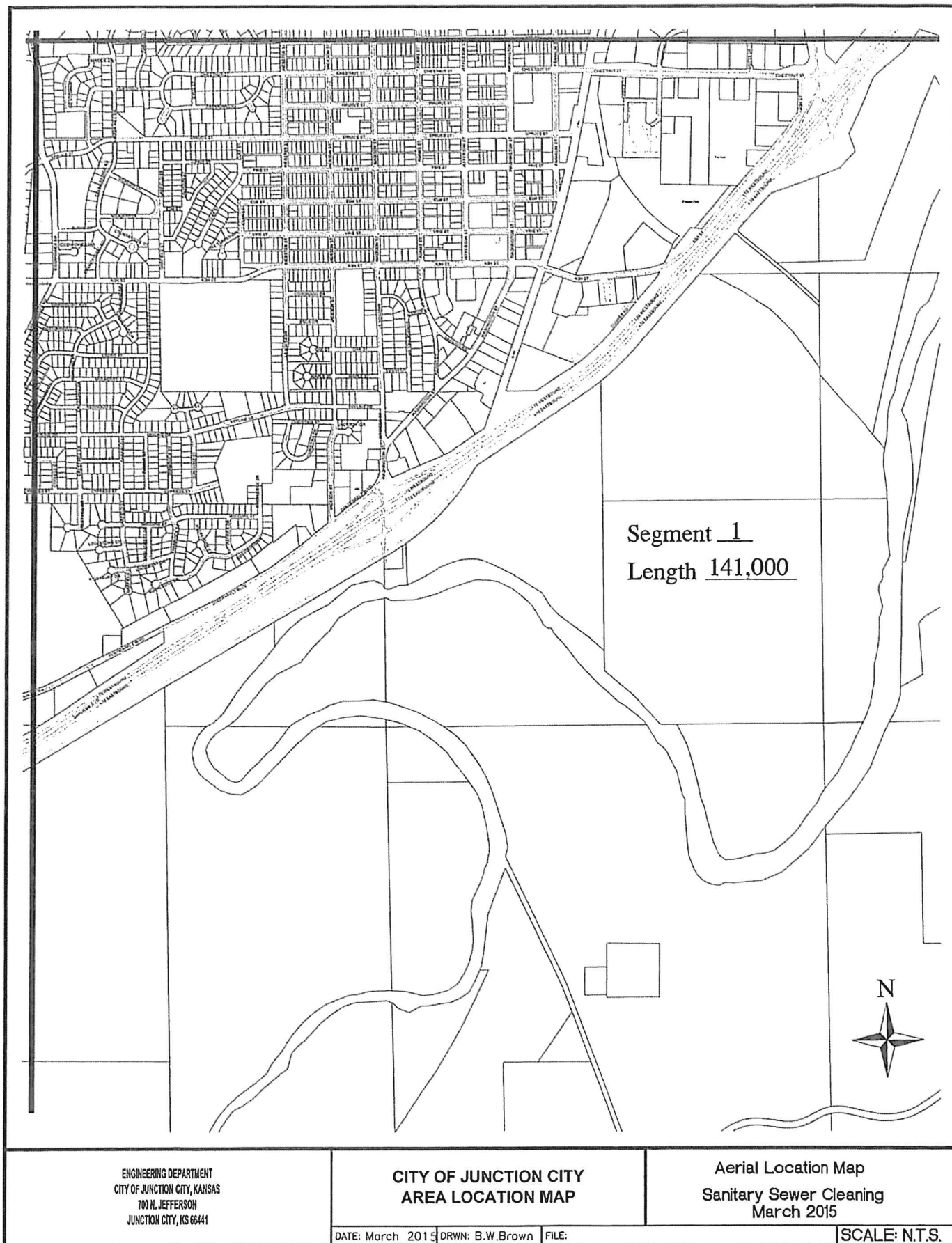
**CITY OF JUNCTION CITY
LIST OF OBSERVATIONS
EXHIBIT B**

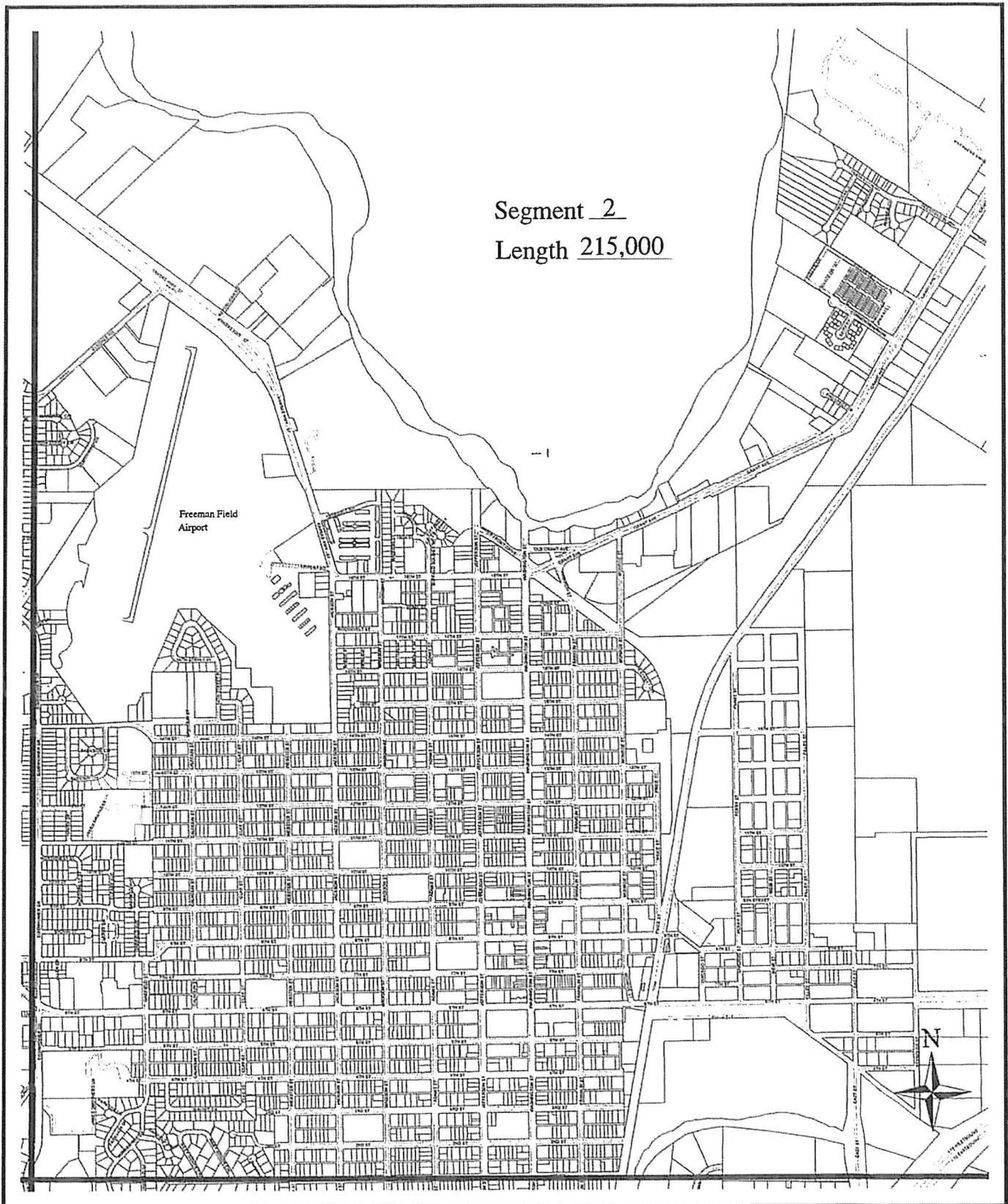
Sewer Main Top Level Condition Categories

Air Pressure Connections Distress -- Exfiltration --
Inflow/Infiltration Serviceability Structural

Sewer Main Observation Types

Code	Observation Type	Condition Category	Code	Observation Type	Condition Category
B	Broken Pipe	Structural	FLS	Fracture Longitudinal	Structural
CCL	Crack Circumferential	Structural	FM	Fractures Multiple	Structural
CCM	Crack Circumferential	Structural	HL	Surface Damage	Structural
CDL	Crack Diagonal	Structural	HM	Surface Damage	Structural
CDM	Crack Diagonal	Structural	HS	Surface Damage	Structural
CLL	Crack Longitudinal	Structural	IL	Infiltration	Serviceability
CLM	Crack Longitudinal	Structural	IM	Infiltration	Serviceability
CS	Cracks Severe	Structural	IS	Infiltration	Serviceability
DEL	Debris	Serviceability	JDL	Joint Displacement	Structural
DEM	Debris	Serviceability	JDM	Joint Displacement	Structural
DES	Debris	Serviceability	JDS	Joint Displacement	Structural
DL	Deformation	Structural	JOL	Joint Opening	Structural
DM	Deformation	Structural	JOM	Joint Opening	Structural
DS	Deformation	Structural	JOS	Joint Opening	Structural
EL	Encrustation	Serviceability	PL	Protruding Services	Serviceability
EM	Encrustation	Serviceability	PM	Protruding Services	Serviceability
ES	Encrustation	Serviceability	PS	Protruding Services	Serviceability
FCL	Fracture Circumferential	Structural	RL	Roots	Serviceability
FCM	Fracture Circumferential	Structural	RM	Roots	Serviceability
FCS	Fracture Circumferential	Structural	RS	Roots	Serviceability
FDL	Fracture Diagonal	Structural	SL	Sag	Structural
FDM	Fracture Diagonal	Structural	SM	Sag	Structural
FDS	Fracture Diagonal	Structural	SS	Sag	Structural
FLL	Fracture Longitudinal	Structural	X	Collapse	Structural
FLM	Fracture Longitudinal	Structural			





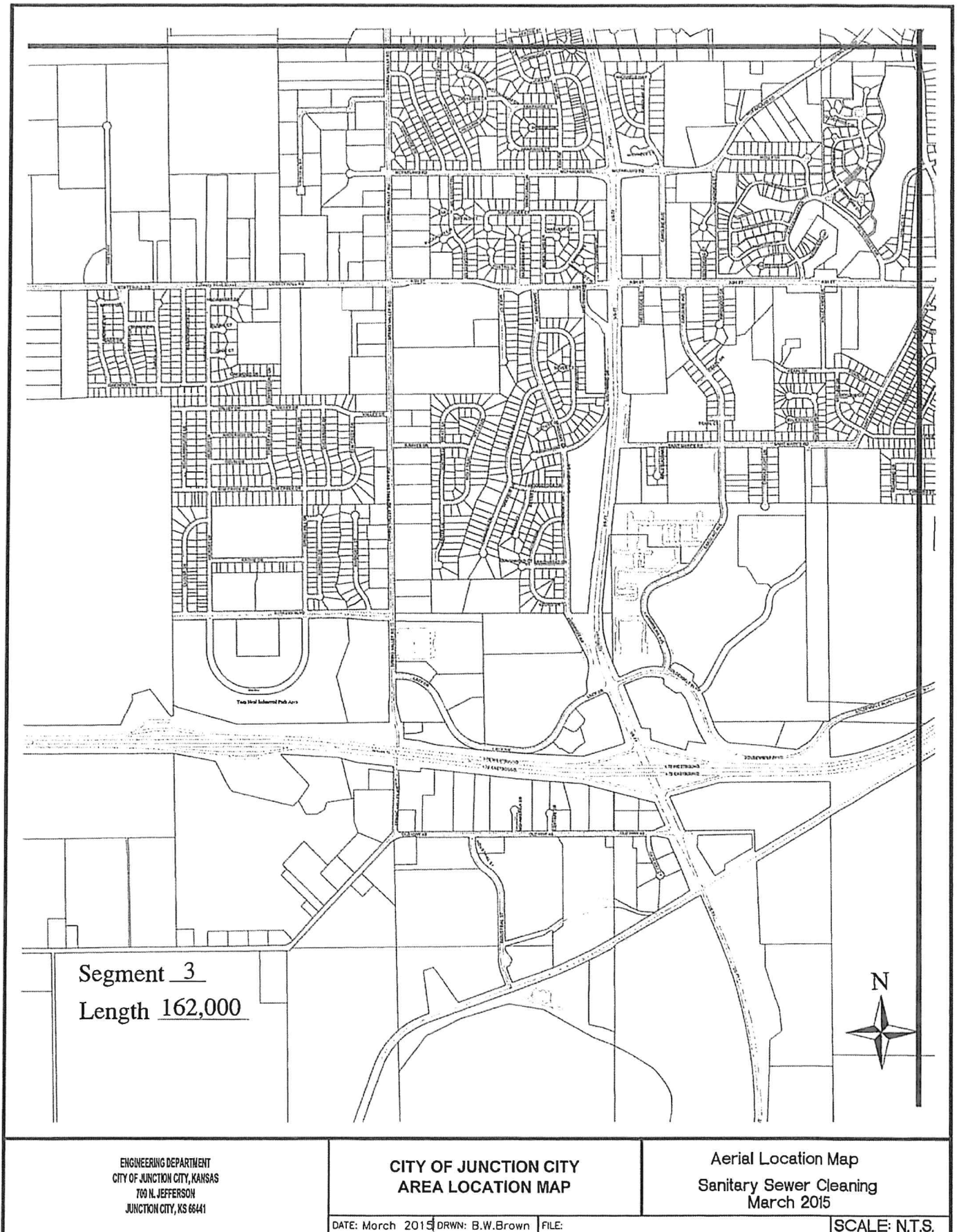
ENGINEERING DEPARTMENT
CITY OF JUNCTION CITY, KANSAS
700 N. JEFFERSON
JUNCTION CITY, KS 66441

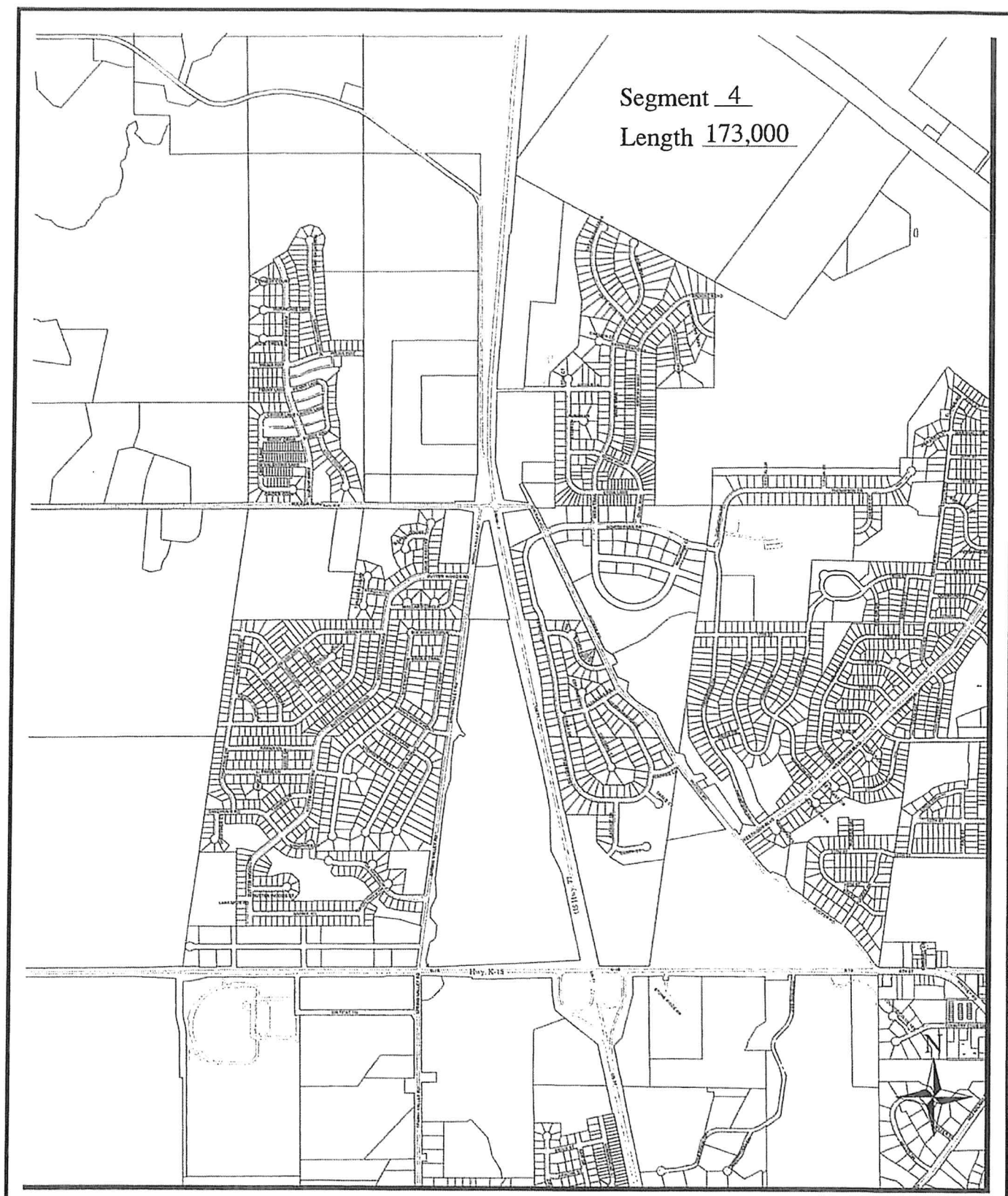
**CITY OF JUNCTION CITY
AREA LOCATION MAP**

**Aerial Location Map
Sanitary Sewer Cleaning
March 2015**

DATE: March 2015 | DRWN: B.W.Brown | FILE:

SCALE: N.T.S.





ENGINEERING DEPARTMENT
CITY OF JUNCTION CITY, KANSAS
700 N. JEFFERSON
JUNCTION CITY, KS 66441

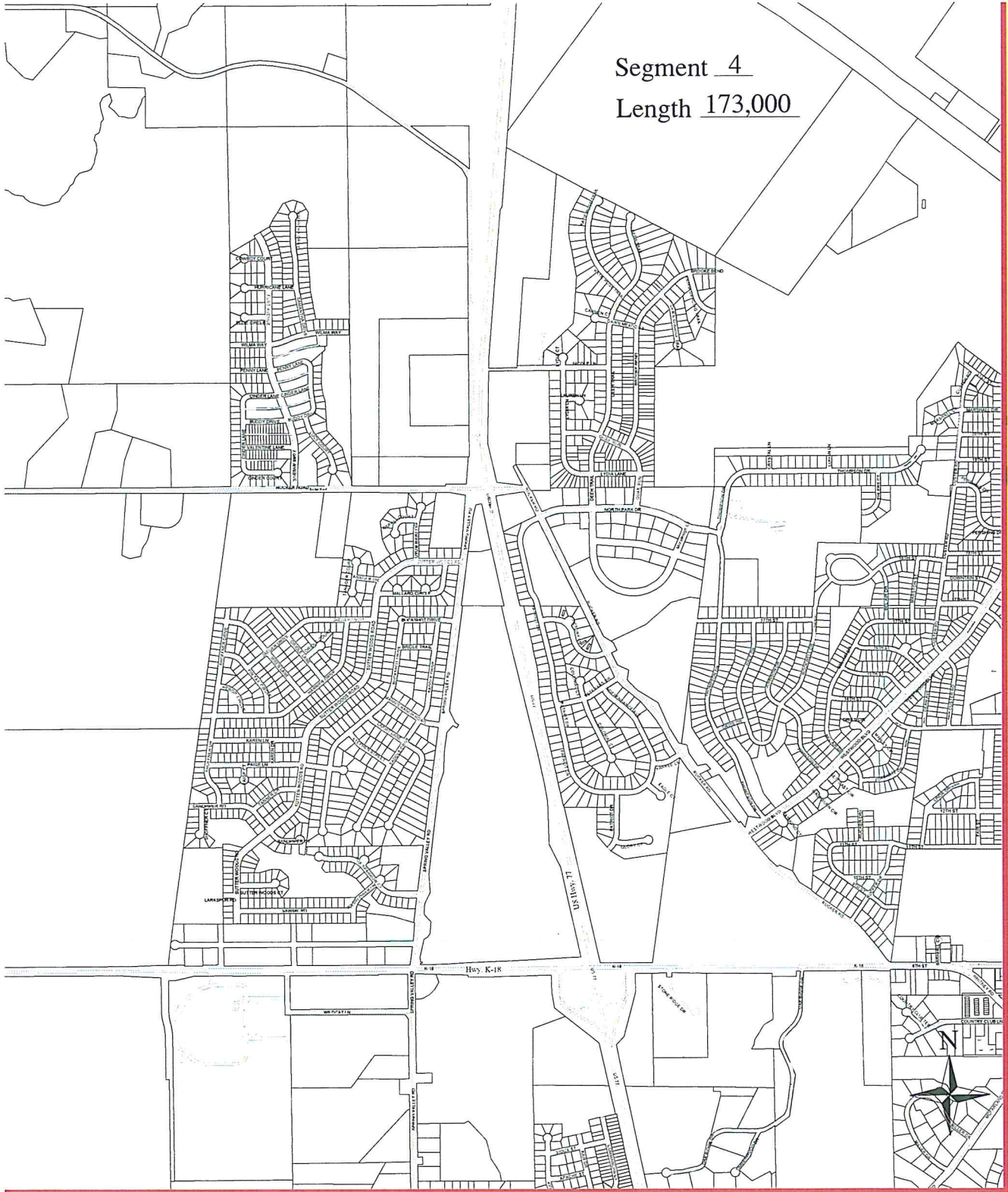
**CITY OF JUNCTION CITY
AREA LOCATION MAP**

Aerial Location Map
Sanitary Sewer Cleaning
March 2015

DATE: March 2015 | DRWN: B.W.Brown | FILE:

SCALE: N.T.S.

Segment 4
Length 173,000



ENGINEERING DEPARTMENT
CITY OF JUNCTION CITY, KANSAS
700 N. JEFFERSON
JUNCTION CITY, KS 66441

**CITY OF JUNCTION CITY
AREA LOCATION MAP**

Aerial Location Map
Sanitary Sewer Cleaning
March 2015

DATE: March 2015 | DRWN: B.W.Brown | FILE:

SCALE: N.T.S.

Item Attachment Documents:

- b. Consideration of the Grant of Easement for Controlled Access Highway Right of Way for the K-18 Roundabout.

City of Junction City

City Commission

Agenda Memo

February 27, 2020

From: Ray Ibarra, Public Works Director
To: Allen Dinkel, City Manager and City Commission
Subject: **Approval for a Grant Easement for the Controlled Access Highway Right Of Way**

Objective: The consideration and approval for the Grant of Easement for the purpose of Controlled Access Highway Right of Way for the K-18 Roundabout.

Explanation of Issue: Public Works is seeking approval for the Grant of Easement for Controlled Access Highway Right of Way for the K-18 Roundabout for the permanent and perpetual easement for controlled access highway right of way, removal of borrow material, or for other highway purposes over and upon the following tract of real estate describe in the attachment Grant of Easement.

The owner of the property, Richard Munson, has given permission for the 34,713.91 Square Feet of easement and consideration of \$10,000.00 for the permanent easement rights.

Budget Impact: Funding for this project is available within the Street Department Budget or Special Highway funds

Alternatives: The City Commission may approve, modify, table or deny the request.

Recommendation: Staff recommends approval of the Grant of Easement for the purpose of Controlled Access Highway Right of Way for \$10,000.00.

Suggested Motion: Commissioner _____ moves to approve the Grant of Easement for Controlled Access Highway Right of Way in the amount not to exceed \$10,000.00 to Richard Munson of Junction City, KS as presented.

Commissioner _____ seconded the motion.

Enclosures: Grant of Easement Document and Easement Description; Map of the Easement Area

GRANT OF EASEMENT

STATE OF KANSAS, COUNTY OF GEARY, SS:

For and in consideration of One Dollar (\$1.00) and other good and valuable consideration to the undersigned owner (Grantor) paid, the receipt of which is hereby acknowledged; the undersigned hereby grant to the CITY OF JUNCTION CITY, KANSAS, a municipal corporation located in Geary County, Kansas, (Grantee) and its successors and assigns, a permanent and perpetual easement for controlled access highway right of way, removal of borrow material, or for other highway purposes over and upon the following described tract of real estate located in Geary County, Kansas, and described as follows, to-wit:

TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 12 SOUTH, RANGE 5 EAST OF THE 6TH PRINCIPAL MERIDIAN, GEARY COUNTY, KANSAS, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHWEST QUARTER, THENCE ON AN ASSUMED BEARING ON THE NORTH LINE OF SAID NORTHWEST QUARTER, S 89°40'58"W 79.59 FEET; THENCE S 00°19'02" E 75.00 FEET TO THE INTERSECTION OF THE SOUTH RIGHT-OF-WAY LINE OF K-18 HIGHWAY AND THE WEST RIGHT-OF-WAY LINE OF KARNS DRIVE AND THE POINT OF BEGINNING; THENCE ON SAID WEST RIGHT-OF-WAY LINE, S 00°37'56" E 360.86 FEET; THENCE N 28°04'34" W 417.45 FEET TO SAID SOUTH RIGHT-OF-WAY LINE OF K-18 HIGHWAY; THENCE ON SAID SOUTH RIGHT-OF-WAY LINE, S 87°46'21" E 192.63 FEET TO THE POINT OF BEGINNING. CONTAINS 34,713.91 SQUARE FEET, MORE OR LESS.

END OF DESCRIPTION

See attached drawing EXHIBIT A.

Together with the right of ingress and egress for all purposes incident to said grant.

The said Grantor, his successors and assigns, hereby agree that lands abutting said highway have no right or easement of access thereto, however the remaining lands shall abut and have access to said highway as described in the attached legal description document.

This conveyance is made for the purpose of a controlled access highway and the Grantors hereby release and relinquish to the Grantee any and all abutters' rights of access to said highway, appurtenant to grantors remaining property.

The Secretary may install a fence or other device to delineate the above described controlled access highway facility. If such fence or other device is installed, the Secretary assumes no legal or other responsibility for fencing private property.

This Grant of Easement shall run with the land and is binding upon the heirs, representatives, successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, Gaylord Richard Munson, Junction City, Kansas, the Grantor herein, has executed this instrument this ____ day of _____, 20__.

Gaylord Richard Munson

STATE OF KANSAS, COUNTY OF GEARY, SS:

The foregoing Grant of Easement and Right of Way was acknowledged before me this ____ day of _____, 20__, by Gaylord Richard Munson.

Notary Public

My appointment expires:

EXHIBIT A

POINT OF
COMMENCEMENT

NE COR., NW 1/4
SEC 9, T-12-S, R-5-E

EXIST R/W
VARIES E

S 89°40'58" W
79.59'

NORTH LINE,
NW 1/4

S 00°19'02" E 75.00'

POINT OF
BEGINNING

S 87°46'21" E 192.63'

CONST LIMITS

SOUTH R/W
LINE, K-18
HIGHWAY

STREET LIGHTING
(TYP)

CONST LIMITS

PROP R/W
& A/C

N 28°04'34" W 417.45'

S 00°37'56" E 360.86'

WEST R/W LINE,
KARN'S DRIVE

KARN'S DRIVE

20' UTILITY
EASEMENT

PROP. 20' UTILITY ESMNT
(BY OTHERS)

CONST LIMITS

PROPOSED
IMPROVEMENTS

OWNER: G RICHARD MUNSON,
TRUST
NW 1/4, SEC 9-12-5

PERMANENT EASEMENT



SCALE: 1"=60'



2319 NORTH JACKSON | P.O. BOX 1304
JUNCTION CITY, KANSAS 66441
PH. (785) 762-5040 | FAX (785) 762-7744
jc@kveng.com | www.kveng.com

KAW VALLEY ENGINEERING

FEBRUARY 25, 2020
8580EXBA MUNSON PE

Item Attachment Documents:

- c. Consideration of the Drug and Alcohol Testing Agreement and Policy.

City of Junction City

City Commission

Agenda Memo

24 February 2020

From: Lorena Pula, Human Resources Director
To: Governing Body
Subject: Drug and Alcohol Testing Agreement and Policy

Objective: To request approval of the updated Drug and Alcohol Testing Agreement and Policy submitted by Compliance One; Junction City's Third Party Administrator (TPA) for the City's current Drug and Alcohol Testing Program.

Explanation of Issue: At the beginning of this year, the Department of Transportation (DOT) pushed out new reporting regulations for all CDL-holding employees that fall under any of the different administrations it oversees. (FAA, FMSCA, US Coast Guard, etc.).

Given these new regulations set forth, it is imperative Junction City continues to stay current with trends to remain compliant with the constant changes. This requires the continuous reviewing of policies in place and revamping them to fit with the recommended and/or regulated practices being pushed out by federal, state, and local laws.

As a representative for our City but more importantly to mitigate any legal ramifications that may be associated with our failure to comply, I have requested Compliance One (TPA) to reconstruct our outdated policy. Our staff has reviewed the updated policy and has verified it to meet the necessary requirements that has been set.

Budget Impact: There is no budget impact outside of what we have been currently paying Compliance One for our Drug and Alcohol Testing Program. However, the budget impact of being out of compliance is worth noting. Each penalty relating to violations of the new DOT requirement starts at an estimated \$3750 per violation and increases from there.

Alternatives:

1. Approve, Disapprove, Modify, Table

Recommendation: Staff recommends a motion to approve this project as presented.

Enclosures:

Updated Drug and Alcohol Agreement and Policies for both DOT and Non-DOT employees.

Correspondence relating research of penalties paid in the state of Kansas relating to Drug and Alcohol testing violation cases.



Third-Party Administration Agreement

THIS DRUG/ALCOHOL TESTING AND/OR FMCSA CLEARINGHOUSE SERVICES AND/OR EMPLOYEE ASSISTANCE AGREEMENT (hereinafter, the "Agreement") is made and entered into this **1ST** day of **January 2020**, by and between, ComplianceOne, Inc., herein known as (COMPLIANCEONE) a Kansas corporation, and **City of Junction City (DOT) (CI4004) & City of Junction City (Non) (CI4061)** hereinafter known as "Company."

WHEREAS, Company desires to obtain the services of COMPLIANCEONE as a third-party administrator, for purposes of drug and alcohol testing of its employees, provide FMCSA Clearinghouse services, and/or providing an employee assistance program for its employees;

WHEREAS, Company desires to have COMPLIANCEONE act as intermediary in the transmission of drug and alcohol test results from the laboratory conducting the testing to Company; and

WHEREAS, COMPLIANCEONE desires to perform the aforementioned services for Company and will do so in accordance with applicable state and federal laws and regulations.

NOW THEREFORE, in consideration of the agreements contained herein and *other good and valuable consideration*, the parties hereto agree as follows:

1. **TERM.** This Agreement **will run for a two year primary term beginning on the 1st day of January, 2020 and ending on the 1st day of January, 2022, and will automatically renew for an additional two year term at the end of the primary term or any subsequent renewals thereof, unless terminated pursuant to paragraph 20 herein.**
2. **SERVICES.** The services requested under this Agreement are as follows:
 - X Third Party Administration/D&A Testing DOT Program
 - X Third Party Administration/D&A Testing NDOT Program
 - National Third-Party Admin/D&A Testing Program
 - X Mobile Collections
 - X Employee Assistance Program
 - X Training (Supervisor Reasonable Suspicion/Employee/DER)
 - Walk-In Clinic Services Topeka, Kansas Location
 - We-Notify Training/Licensing Notifications
 - X FMCSA Clearinghouse Query Services



3. PARTIES DUTIES IN INITIAL PROGRAM STARTUP. To facilitate Company's drug and/or alcohol testing program, COMPLIANCEONE will:
- A. Prepare and give to Company one (1) policy and procedures notebook containing information necessary for Company to start and maintain its drug and alcohol testing program in digital format.
 - B. Enter Company Information Form Data into COMPLIANCEONE' account information systems.
 - C. Enter Company's employee roster information into COMPLIANCEONE' information systems to be utilized for random drug and alcohol testing selection lists and notices.
 - D. Order testing supplies for use by Company. COMPLIANCEONE' fees for the initial set-up, additional program set-up and products are set out in Attachment A, attached hereto and incorporated herein by this reference.
 - E. Company will provide COMPLIANCEONE with its initial employee roster and a signed copy of Attachment B, a copy of which is attached hereto and incorporated herein by this reference, verifying that appropriate tests have been conducted on each employee on the roster and that Company maintains in its files verified negative test results on each employee.
 - F. Using the form provided in Attachment B, Company will provide COMPLIANCEONE with the name of the person or group responsible for the implementation of Company's drug and alcohol testing policy and procedures and the names of the persons responsible for receiving the names selected for random tests and to whom test results may be reported.
4. COMPLIANCEONE WILL DO THE FOLLOWING IN THE ADMINISTRATION OF COMPANY DRUG AND ALCOHOL TESTING PROGRAM:
- A. Maintain a list of Company's Designated Employer Representative ("DERs") authorized to receive names of employees selected for random testing and to whom test result may be reported.
 - B. Maintain training records of supervisors, employees and DER's who have successfully completed COMPLIANCEONE' training.
 - C. Maintain a roster of employees subject to random testing, which is updated monthly by the DERs.
 - D. Using a scientifically valid method, conduct a quarterly, computer-generated, random selection of Company employees for random drug and alcohol testing.
 - E. Assist in finding a collection site for test specimen collection with trained/certified collectors, within reasonable distance of Company.
 - F. Provide on-site mobile collection staffed by trained and certified collectors if applicable.
 - G. If applicable, utilize a Substance Abuse and Mental Health Services Administration ("SAMHSA") certified laboratory to conduct testing of all DOT specimens.



- H. Retain a certified Medical Review Officer ("MRO") who will review all positive test results.
 - I. At the employee's request, ComplianceOne will expedite a second test of sample B from the original collection to an alternate lab contracted with ComplianceOne. "It is up to the company to decide who will pay for this re-test and additional charges to the company will apply as set out on price list"
 - J. Report all test results on to a DER within two (2) business days of receipt of all required paperwork and verification from the MRO.
 - K. Maintain and secure records of positive and negative drug and alcohol test results, refusals to test, random pool records, and random lists and notices.
 - L. If applicable, provide paperwork requested by the Department of Transportation ("DOT"), and/or any state or local officials with regulatory authority over the Company or any of its drivers, within two (2) business days.
 - M. Refer employees to qualified substance abuse professionals ("SAP") when such referrals are required or permitted by Company's policy.
 - N. Manage the Return-to-Duty and Follow-up process, as those terms are defined in the DOT regulations.
 - O. If applicable, submit monthly, blind performance samples (as that term is defined by DOT regulations on drug and alcohol testing) to a SAMHSA certified laboratory.
 - P. Prepare Management Information System ("MIS") reports when requested by Company.
 - Q. If applicable, follow the federal DOT regulations found in 49 CFR Part 40 relating to drug and alcohol testing.
5. COMPANY DUTIES IN MAINTENANCE OF DRUG AND ALCOHOL TESTING PROGRAM. To maintain its drug and alcohol testing program, Company will:
- A. Provide COMPLIANCEONE, by the 15th day of each month, with an updated employee roster certifying that the appropriate tests have been completed on the employees listed on the roster and that the Company maintains the required negative test results in its files for each employee.
 - B. Provide COMPLIANCEONE, as necessary, with updated lists of the primary and secondary DERs (Attachment B).
 - C. Pay the fees for testing and retesting, requested by Company employees, based on the fee schedule set forth in Attachment C or any amendments thereto.
 - D. If Company is regulated by the DOT, comply with all applicable DOT regulations, found in 49 CFR Part 40, relating to drug and alcohol testing and ensure that all of its employees, officials, representatives and agents comply with applicable DOT regulations relating to drug and alcohol testing.



6. COMPLIANCEONE WILL DO THE FOLLOWING IN THE ADMINISTRATION OF COMPANY FMCSA CLEARINGHOUSE SERVICES:

- A. Perform full queries on drivers when directed by Company.
- B. Perform limited queries on drivers when directed by Company for annual or semi-annual queries as required.
- C. Manage tracking for annual query requirements.
- D. Retain electronic or wet signature consent from driver's employer for limited queries.
- E. Support customers with their questions or issues with the FMCSA Clearinghouse.
- F. Provide online query request form.
- G. Enter driver drug and alcohol violation information as required.
- H. Report on Return to Duty and Follow-Up testing.
- I. Write and provide policy addendum for FMCSA Clearinghouse.

7. COMPANIES DUTIES IN MAINTENANCE OF FMCSA CLEARINGHOUSE SERVICES:

- A. Provide ComplianceOne the required information to process queries in an efficient manner through ComplianceOne's website portal.
- B. Provide ComplianceOne with a fully complete CSV template with driver information to process annual queries through ComplianceOne's website portal.
- C. Select ComplianceOne as employers' TPA during the registration process with the Clearinghouse.
- D. Assure drivers employed by company have registered with the Clearinghouse.
- E. Provide assistance to ComplianceOne staff to ensure all drivers have signed and returned the Limited Query Consent form.

8. EMPLOYEE ASSISTANCE PROGRAM. For the fees and number of visits delineated in Attachment C, COMPLIANCEONE will provide Company Employee Assistance Program services ("EAP services") as follows:

- A. The EAP services provided will include a toll free 1-800 number, available 24 hours a day, answered by licensed or certified master's level mental health professionals who will provide crisis intervention, telephone assessment, and assistance with a referral to community resources if appropriate.



- B. Referrals for face-to-face counseling, will be directed to the nearest community mental health center or appropriate agency for assessment and determination of the most appropriate level of care and will include coordination of the time, date, therapist, and location according to the caller's convenience. A face-to-face contact, with a qualified therapist, will be assured within specific time frames, according to the level of urgency.
 - C. The number of referral visits set out in Attachment C to this Agreement for each employee and employee's household at no cost to the employee. For purposes of the foregoing provision, a visit is defined as "**per employee per year**" for the employee and their immediate household members. **Costs for all visits in excess of the specified number, whether voluntary or mandatory, will be the responsibility of the employee or the individuals seeking treatment.**
 - D. A quarterly newsletter Healthy Exchange will be mailed to the Company to be distributed to all covered employees.
9. COMPLIANCEONE DUTIES IN ADMINISTRATION OF COMPANY EMPLOYEE ASSISTANCE PROGRAM. COMPLIANCEONE will serve as Third Party Administrator ("TPA") of Company's Employee Assistance Program. In its role as TPA, COMPLIANCEONE will:
- A. Maintain a list of Company's Designated Employer Representatives ("DERs") authorized to receive information and reports.
 - B. Refer employees to mental health professionals or qualified Substance Abuse professionals ("SAP") when necessary.
10. COMPANY DUTIES IN MAINTENANCE OF EMPLOYEE ASSISTANCE PROGRAM. Company agrees to the following:
- A. Provide COMPLIANCEONE with an updated employee count monthly.
 - B. Provide COMPLIANCEONE, as necessary, with updated lists of the primary and secondary DERs.
11. SUPERVISOR REASONABLE SUSPICION TRAINING. If requested by Company and for the fees outlined in Attachment C, COMPLIANCEONE will provide Company supervisors with the necessary and/or appropriate training in establishing and documenting reasonable suspicion to support drug and alcohol testing. Such training will be provided using one or more different means and methods. Supervisor who successfully complete such training will receive a certificate documenting the training.
12. DOT DRIVER'S TRAINING – DRUGS IN THE WORKPLACE. If requested by Company and for the fees outlined in Attachment C, COMPLIANCEONE will train Company's employees on the effects of alcohol and controlled substance use on an individual's health, work and personal life through one or more different means.
13. DER TRAINING. If requested by Company and for the fees outlined in Attachment C, COMPLIANCEONE will train Company's DERs with the required DOT training.



COMPLIANCEONE' fees for the above services and products provided by Company are outlined in Attachment C, a copy of which is attached hereto and incorporated herein by this reference. Such fees may be amended from time to time by COMPLIANCEONE as outlined in paragraph 17 of this Agreement.

14. PROGRAM INTEGRITY. Company agrees that all of its drug and alcohol tests, including pre-employment, random, reasonable suspicion, post-accident, return-to-duty, and follow-up must be conducted through and administered by COMPLIANCEONE in order to maintain the integrity of the Statistical Laboratory Reports and Management Information System (MIS) reports.
15. INVOICE AND PAYMENT. COMPLIANCEONE will send Company a monthly invoice for all services provided pursuant to this Agreement. Payment by Company to COMPLIANCEONE is due within thirty (30) days after receipt of invoice.
16. DELINQUENT PAYMENT. Any payment more than thirty (30) days past due shall be considered delinquent and constitute a material breach of this Agreement. In the event a payment is delinquent, COMPLIANCEONE may, at its sole option, cancel the remainder of this agreement with fifteen (15) days' notice to Company.
17. FEE SCHEDULE CHANGE. All fees listed on Attachment C are subject to change by COMPLIANCEONE upon COMPLIANCEONE providing sixty (60) days written notice to Company, and upon Company's receipt by the Company of any new fee schedule, the new fee schedule shall be incorporated into and become a part of Company's Agreement with COMPLIANCEONE.
18. INDEMNIFICATION. Company agrees to indemnify and hold COMPLIANCEONE harmless for any cause of action brought against COMPLIANCEONE and/or any and all claims, liabilities (including reasonable attorneys' fees), loss, damages or judgments asserted against, imposed upon or incurred by COMPLIANCEONE arising out of the acts or omissions of Company or Company's employees, agents or representatives and/or Company's negligent performance or nonperformance of its obligations under this Agreement, including, but not limited to, Company's failure to comply with applicable DOT regulations relating to drug and alcohol testing.
19. KANSAS LAW CONTROLS. The parties acknowledge and agree that the formation of this Agreement occurred in Kansas when the Agreement was signed by COMPLIANCEONE. Accordingly, the parties agree that this Agreement shall be governed by and construed in accordance with Kansas law.
20. TERMINATION.
 - A. Either Party may terminate this Agreement by providing sixty (60) days written notice to the other party in advance of said termination. During the sixty (60) day period between receipt of such termination notice and the actual termination of the Agreement, COMPLIANCEONE will continue to bill Company and Company will be obligated to pay such bills, with said bills being equal to the greater of: (i) a monthly participant fee that is the average billed for the immediate past twelve (12) month period; or (ii) the payment calculated using the roster for the current month.
 - B. This Agreement may be terminated immediately by COMPLIANCEONE if Company is a DOT regulated Company and does not comply with DOT regulations relating to drug and alcohol



testing. COMPLIANCEONE will notify the appropriate regulatory agencies of Company's non-compliance with the regulations.

C. The Agreement also may be terminated by COMPLIANCEONE as provided in Section 16 above.

21. AUTHORIZED REPRESENTATIVE. The party signing on behalf of Company represents and certifies that he or she is duly authorized to execute this Agreement on behalf of and bind Company and that all actions necessary to enter into this Agreement have been properly accomplished by Company.

22. WAIVER/MODIFICATION. No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of both parties to this Agreement. The waiver by either party of a breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach of that or any other provision by said party.

23. WRITTEN NOTICE.

A. All communications regarding this Agreement to Company shall be sent to:

B. All communications regarding this Agreement to COMPLIANCEONE shall be sent to:

Drug and Alcohol Testing Services
COMPLIANCEONE, Inc.
2121 SW Chelsea Dr.
Topeka, Kansas 66614

C. All communications provided for in this Agreement shall be either personally delivered or mailed U.S. postage, First Class prepaid.

24. CONFIDENTIALITY – The terms and conditions of this Agreement and all information provided by Company to COMPLIANCEONE and all testing information provided by COMPLIANCEONE to Company shall remain confidential between the parties, absent a written authorization signed by the person involved in the testing.

25. THIS AGREEMENT shall be binding on the parties hereto, and their assignees and remain confidential between the parties.



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

ComplianceOne, Inc.

By: _____

Title: Chief Operating Officer

Date: _____

City of Junction City

By: _____

Title: _____

Date: _____



ATTACHMENT A
INFORMATION FORM

PERSON or GROUP responsible for the implementation of this drug and alcohol testing policy:
(Owner, Manager, Director, CEO, etc.)

Name: _____

Title: _____

PRIMARY DER CONTACT:

Name/DER: _____

Position Title: _____

Phone Number: _____ Fax: _____

E-Mail Address: _____

SECONDARY DER CONTACT:

Name/DER: _____

Position Title: _____

Phone Number: _____ Fax: _____

E-Mail Address: _____

THIRD DER CONTACT:

Name/DER: _____

Position Title: _____

Phone Number: _____ Fax: _____

E-Mail Address: _____

PERSON DESIGNATING CONTACTS:

Name

Title

Date



ATTACHMENT B

DRUG AND ALCOHOL TESTING

Verification Form

Please attach a computer-generated or typed roster report with the Employee Name and Driver's License Number.

TOTAL NUMBER OF EMPLOYEES LISTED ON ROSTER:

Company Representative

Date



ATTACHMENT C
PRICE LIST (DOT & NON-DOT)

Initial Program Set-up Fee:

Random Selection Pricing:

\$3.75 per participant per month	Standard random pool
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Employee Assistance Program:

\$0.00 per participant per month	Face to Face visit included per employee and family member
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Drug and Alcohol Test Pricing for Pre-Employment, Post Accident, Reasonable Cause, Follow-Up and Return-to-Duty Testing:

Test Pricing:

\$00.00 per test	RANDOM SELECTION TEST
\$70.00 per test	5-panel urine specimen drug test
\$70.00 per test	Evidential Breath Alcohol Test
\$150.00 per test	Retest of confirmed positive sample (charged to employer but may be reimbursed by employee).

Training:

Initial Supervisor/Designated Employer Representative (DER) training at no charge.

FOLLOW-UP TRAINING OPTIONS:

\$ 30.00 per person	DER/Supervisor training completed online
\$ 7.50 per person	Employee training completed online

FMCSA Clearinghouse Services:

\$10.00	Full/Pre-employment Query – Per driver
\$5.00	Annual Query Spreadsheet upload – Per driver
\$10.00	Entry of any program violation

Miscellaneous Program Materials:

\$50.00 each	Replacement of program manual when requested by employer
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CITY OF JUNCTION CITY
Junction City, KS

FINAL

DRUG AND ALCOHOL TESTING POLICY
(FMCSA/DOT)

Policy Date: November 2004

Revised Date: February 2019

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APPENDIX

- A. INFORMATION CONCERNING THE EFFECTS
OF ALCOHOL AND CONTROLLED SUBSTANCES
- B. DER AND SERVICE AGENTS
- C. JOB CLASSIFICATION SUPPLEMENT
- D. DILUTE SPECIMEN NEGATIVE INFORMATION

I. GENERAL

A. Purpose

1. The Department of Transportation (DOT), Federal Motor Carriers Safety Administration (FMCSA) requires City of Junction City, to establish a drug and alcohol testing program designed to help prevent accidents and injuries resulting from the misuse of alcohol or use of controlled substances by drivers of commercial motor vehicles. Further, the purpose of this policy is to bring City of Junction City into compliance with all regulations, which require affirmative actions to eliminate the impact of the use of controlled substances and misuse of alcohol in the workplace.
2. **This policy does not create any contractual rights in favor of employees to whom the Policy is applicable. Nor does this Policy in any way alter the at-will nature of employment or imply that discharge will occur only "for cause".**
3. **Those areas of the policy printed in bold and underlined text reflect City of Junction City independent authority to require additional provisions with regard to the drug and alcohol testing procedures.**
4. **The presence of controlled substances in the body as well as the use or possession of controlled substances and/or alcoholic beverages while on City of Junction City property, or in any City of Junction City vehicle, or on duty, including breaks or lunch, paid or unpaid, on any shift, is strictly prohibited.**
5. Designated Employer Representative: **(Appendix B)** contains the name, address, and telephone number of the Designated Employer Representative (DER). The DER is authorized by City of Junction City to take immediate action(s) to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer consistent with the requirements of 49 CFR, Part 40.

B. Applicability

This policy applies to any employee of City of Junction City who holds a Commercial Driver's License (CDL) and uses that license to operate a commercial motor vehicle. 49 CFR Part 382.107 defines these vehicles as a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:

- (1) Has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
- (2) Has a gross vehicle weight rating of 26,001 or more pounds; or
- (3) Is designed to transport 16 or more passengers, including the driver; or
- (4) Is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR Part 172, Subpart F)

C. Testing Procedures

It is a condition of employment that all employees who hold a Commercial Driver's License (CDL) and uses that license to operate a commercial motor vehicle submit to drug and alcohol testing. All testing conducted under this policy will follow procedures as set forth in 49 CFR Part 40. The Procedures have been developed to protect the employee and the integrity of the testing process, to safeguard the validity of the test results, and to ensure that the test results are attributed to the correct employee.

D. Definitions

Words and phrases used in this policy are as defined and found in 49 CFR Parts 40.3 and 382.107.

II. PROHIBITIONS

A. Alcohol

1. No driver shall report for duty or remain on duty requiring the performance of safety sensitive functions while having an alcohol concentration of 0.02 or greater.
2. No driver shall use alcohol while performing a safety-sensitive function. This includes beverages containing alcohol or substances containing alcohol including any medication, mouthwash, food, candy, or any other substance that would cause alcohol to be present in the body.
3. No driver shall perform safety-sensitive functions within four hours after using alcohol.
4. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until a post-accident alcohol test has been administered, whichever occurs first.

B. Controlled Substances

1. The Department of Transportation currently tests for: Marijuana, Cocaine, Amphetamines (Amphetamine, Methamphetamine, MDMA, MDA), Opioids (Codeine, Morphine, Heroin, Hydrocodone, Hydromorphone, Oxycodone, Oxymorphone) and Phencyclidine.
2. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance.
 - a. **ILLEGAL DRUGS:** The use of any illegal drug or any substance identified in Schedules I through V of the Controlled Substance Act is prohibited at all times unless a legal prescription has been written for the substance. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs.
 - b. **MEDICAL MARIJUANA OR RECREATIONAL USE IS PROHIBITED UNDER THIS POLICY.** The federal Government and the Department of Transportation do not recognize Medical Marijuana prescriptions or Recreational Use. Federal Law always supersedes State law(s). The Company shall follow all Federal Government regulations and guidelines regarding Medical Marijuana or Recreational Use and will not allow its employees, individuals, drivers, operators and/or contractors to be employed or perform work at any of the Company's locations, terminals or operations while on Medical Marijuana or Recreational Use.
 - c. **LEGAL DRUGS:** The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a supervisor. In addition, the employee must obtain a written release from a licensed medical practitioner releasing the person to perform their job duties any time they obtain a performance-altering prescription.
 - d. **PRESCRIPTION DRUGS:** A legally prescribed drug means that the employee has a prescription or other written approval from a physician for the use of a drug in the course of medical treatment. It must include the patient's name, the name of the substance, quantity/amount to be taken, and the period of authorization. The misuse or abuse of legal drugs while performing safety-sensitive functions is prohibited.
 - e. **CBD OIL:** The claimed use of CBD oil shall not be considered a medical excuse for a positive marijuana test.

C. Refusal to submit to a required alcohol or controlled substances test

No driver shall refuse to submit to an alcohol or controlled substance test required by 49CFR, Parts 40 and 382.

As an employee, you have refused to take a drug test if you:

1. Fail to appear for any test (except pre-employment test) within a reasonable time, as determined by the employer, consistent with applicable DOT agency regulations, after being directed to do so by the employer
2. Fail to remain at the testing site until the testing process is complete
3. Fail to provide a urine specimen for any drug test required by this part or DOT agency regulations
4. In the case of a directly observed or monitored collection in a drug test, fail to permit the observation or monitoring of the provision of a specimen
5. Fail to provide a sufficient amount of urine when directed and it has been determined through a required medical evaluation, that there was no adequate medical explanation for the failure
6. Fail or decline to take an additional drug test the employer or collector has directed you to take
7. Failing to undergo a medical examination when required
8. Failing to cooperate with any part of the testing process
9. For an observed collection, fail to follow the observer's instructions to raise and lower clothing above the waist, lower clothing and underpants, and turn around to permit the observer to determine if you have a type of prosthetic or other device that could be used to interfere with the collection process
10. Possess or wear a prosthetic or other device that could be used to interfere with the collection process
11. Admit to the collector or MRO that you adulterated or substituted the specimen
12. Fail to provide an adequate amount of saliva or breath for any alcohol test required by this part or DOT agency regulations
13. Fail to provide a sufficient breath specimen, and the physician has determined through a required medical evaluation, that there was no adequate medical explanation for the failure
14. Failing to sign Step 2 of the alcohol testing form
15. The employee refuses to wash his or her hands – after being directed to do so

For Pre-employment Tests, the Following Are NOT Refusals

1. Failure to appear for the test
2. Failure to remain at the site prior to the commencement of the test
3. Failure to provide a specimen before the test commences

III. TESTS REQUIRED (DOT PANEL)

A. Pre-employment or Transfer testing

1. Any applicant offered a safety sensitive position or an employee transferring to a safety sensitive position must first take a pre-employment drug test. This applicant or employee must receive a verified negative test result before performing any safety sensitive function. Details of pre-employment testing and exemptions can be found in 49 CFR Part 382.301.
2. City of Junction City must request alcohol and controlled substances information from previous employers in accordance with the requirements of 49 CFR Parts 40 382.413 and 391.23 (e).
3. Applicants offered a safety sensitive position and employees transferring to a safety sensitive position must sign release of information forms allowing City of Junction City to receive alcohol and controlled substances information from previous employers.

B. Post-accident testing

1. As soon as practicable following an accident the driver of a commercial motor vehicle, operating on a public road in commerce, must be tested for alcohol and controlled substances under certain conditions.
 - a. Alcohol testing must be conducted if a driver receives a citation for a moving violation within 8 hours of the accident.
 - b. Drug testing must be conducted if a driver receives a citation for a moving violation within 32 hours of the accident.
2. The driver who is subject to post-accident testing shall remain readily available for such testing (meaning that the employer knows the location of the driver). If employee leaves the scene of the accident prior to submission to such test, employee may be deemed by the employer to have refused to submit to testing. Nothing in this section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit a driver from leaving the scene of the accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

The following chart defines when an accident has occurred and when testing must take place.

Type of accident involved	Citation issued to the CMV driver	Tests required
Human fatality	YES	YES
	NO	YES
Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

Details of post-accident testing and exemptions can be found in 49 CFR Part 382.303.

Random testing

All drivers that perform safety sensitive functions are subject to random drug and alcohol testing.

1. Random testing will be unannounced and unpredictable; spread reasonably throughout the calendar year. Testing will be conducted at all times of the day when safety sensitive functions are performed.
2. Employees are required to proceed immediately to the collection site once notified of testing.
3. Drug tests will be conducted anytime a safety sensitive employee is on duty. Alcohol tests will only be conducted on an employee immediately before performing, while performing, or just after performing a safety sensitive function.
4. The list of employees selected will be retained by the DER in a secure location.

Details of the random testing process can be found in 49 CFR Part 382.305.

C. Reasonable suspicion testing

All drivers that perform safety sensitive functions are subject to reasonable suspicion alcohol and/or drug testing. A reasonable suspicion referral for testing will be made on the basis of documented objective facts and circumstances that are consistent with the short-term effects of substance abuse or alcohol misuse. A trained supervisor must make the determination to test based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the driver. Examples of reasonable suspicion include, but are not limited to, the following:

1. Physical signs and symptoms consistent with prohibited substance use or alcohol misuse
2. Evidence of the manufacture, distribution, dispensing, possession, or use of controlled substances, drugs, alcohol, or other prohibited substance
3. Occurrence of a serious or potentially serious accident that may have been caused by prohibited substance abuse or alcohol misuse

Details of the reasonable suspicion testing process can be found in 49 CFR Part 382.307.

D. Return-to-duty testing

Details of the return-to-duty testing process can be found in 49 CFR Part 40, Subpart O.

E. Follow-up testing

Details of the follow-up testing process can be found in 49 CFR Part 40, Subpart O.

IV. HANDLING OF TEST RESULTS, CONFIDENTIALITY

A. Access to records

1. Except as required by law or expressly authorized by release by an employee, City of Junction City will not release driver information that is contained in records required to be maintained under 49 CFR Parts 40 and 382.
2. A driver is entitled, upon written request, to obtain copies of any records pertaining to the driver's use of alcohol or controlled substances, including any records pertaining to his or her alcohol or controlled substances tests.
3. A driver's testing records will be made available to a subsequent employer upon receipt of a written request from the driver.
4. City of Junction City may disclose information required to be maintained pertaining to a driver to the decision maker in a lawsuit, grievance, or administrative proceeding initiated by or on behalf of the individual, and arising from a positive DOT drug or alcohol test or a refusal to test (including, but not limited to, adulterated or substituted test result), (including, but not limited to, a worker's compensation, unemployment compensation, or other proceeding relating to a benefit sought by the driver).

V. CONSEQUENCES FOR DRIVERS ENGAGING IN PROHIBITED CONDUCT

A. Use of drivers who fail or refuse a drug test

1. General. Compliance with this drug testing policy is a condition of employment. Refusal to take a required drug test or failure of a drug test shall result in removal from performing safety sensitive functions. **Additional disciplinary action up to and including termination may result.**
2. Prohibitions On Use. City of Junction City will remove from performing a safety sensitive function any employee who:
 - a. Fails a drug test as verified by the Medical Review Officer (MRO), or
 - b. Refuses to take a drug test required by this policy. (See Section II.C.)
3. Required Referrals and Evaluation. Any applicant or employee who fails or refuses a drug test will be referred to a Substance Abuse Professional (SAP) for evaluation and treatment.
4. **An employee may be given an opportunity to retain his or her employment, provided they first do the following:**
 - a. Have been evaluated by a SAP, and
 - b. Have completed the recommended evaluation/rehabilitation program successfully, and
 - c. Receive a verified negative test result on a return-to-duty test

B. Retesting of Drug Positive Samples

1. General. An applicant/employee may request a retest of a positive sample, within 72 hours of notification of the positive test result from the MRO. **The request may be verbal or in writing to the MRO.**
2. Retest Provisions. The retest will be conducted at a different SAMHSA certified laboratory. The test will be conducted on the split sample that was provided by the applicant/employee at the same time as the original sample. **All costs for such testing are to be reimbursed to City of Junction City by the applicant/employee unless the result of the split sample test invalidates the result of the original test.** The method of collection, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40.
3. Detection Levels. Because some analytes deteriorate or are lost during freezing and/or storage, quantitation for a retest is not subject to a specific cutoff requirement but must provide data sufficient to confirm the presence of the drug or metabolite.

C. Use of drivers who fail or refuse an alcohol test

1. General. Compliance with this alcohol testing policy is a condition of employment. Refusal to take a required alcohol test or failure of an alcohol test will result in removal from performing safety sensitive functions. **Additional disciplinary action up to and including termination may result.**
2. Refusal and Prohibited Conduct. City of Junction City will remove from performing a safety sensitive function any employee who:
 - a. Has a confirmed alcohol test result of 0.02 or higher but less than 0.04. This driver must be removed from duty for a minimum of 24 hours. This is not a positive test requiring a SAP referral
 - b. Fails an alcohol test with a confirmed result of 0.04 or higher, or
 - c. Refuses to take an alcohol test required by this policy (See Section II.C.)
3. Required Referrals and Evaluation. Any employee who fails or refuses an alcohol test will be referred to a Substance Abuse Professional (SAP) for evaluation and treatment.
4. **An employee may be given an opportunity to retain his or her employment, provided they first do the following:**
 - a. Have been evaluated by a SAP, and
 - b. Have completed the recommended evaluation/rehabilitation program successfully, and
 - c. Receive a verified negative test result on a return-to-duty test

D. **All costs associated with the evaluation and rehabilitation program are the responsibility of the employee.**

E. **Employees should consult their health insurance policy for extent of nervous, mental and substance abuse coverage.**

F. **A second positive test whether drug or alcohol or the equivalent will result in immediate termination of employment.**

G. Additional Requirements

City of Junction City may impose such additional disciplinary actions as they deem appropriate. This may include removal from performing covered functions, suspension (with or without pay), and even termination.

APPENDIX A

ALCOHOL AND CONTROLLED SUBSTANCES USE SUPPLEMENT

A. Why you should get involved:

1. Although City of Junction City has no history of substance abuse problems, we recognize that substance abuse, alcoholism and alcohol misuse are problems throughout America.
2. There are three good reasons why you should be concerned if any of your co-workers are using drugs or alcohol on the job.
 - a. Your health and safety may be at risk.
 - b. Substance abuse and alcohol misuse costs you money.
 - c. Substance abuse and alcohol misuse creates a negative work environment.
3. According to the National Institute on Alcohol Abuse and Alcoholism, drug and alcohol use on the job costs society an estimated \$102 billion a year. Since most of this cost is passed on to you in the form of higher health insurance rates or in consumer prices, drug and alcohol use on the job costs you and your fellow workers a significant amount of money.
4. Absenteeism among problem drinkers or alcoholics is 3.9 to 8.3 times greater than normal. If your fellow workers don't come to work, you may have to do their jobs in addition to your own.
5. Workers who use drugs and/or misuse alcohol don't function at their full potential. Not only is absenteeism a problem, when they are at work these employees may have reduced capabilities and productivity.
6. No matter what your position is in the organization, there is something you can do to ensure that drug and alcohol use on the job never becomes a problem at the company. Acceptance of any misuse puts you, this company, and the public at risk.
7. Workers who use alcohol and other drugs affect everyone. Studies show that compared to alcohol and drug-free workers, substance abusers are far less productive, miss more workdays, are more likely to injure themselves or someone else, and file more workers' compensation claims.
8. The measurable dollar costs of workplace substance abuse from absenteeism, overtime pay, tardiness, sick leave, insurance claims, and workers' compensation can be substantial. However, the hidden costs resulting from diverted supervisory and managerial time, friction among workers, damage to equipment, and damage to the company's public image means that workplace substance abuse can further cut profits and competitiveness.
9. Alcohol can also destroy relationships, lead to serious problems with the law (e.g., drunk driving), and even cause harm to the people you love.
10. If taking drugs and drinking affects your work life, it could lead to job loss and all the financial problems that would follow.

B. Effects on an individual's health, work, and personal life:

Alcohol

1. Alcohol is a central nervous system depressant. Taken in large quantities, it causes not only the euphoria associated with being drunk, but also adversely affects your judgment, ability to think, and your motor functions. Drink enough alcohol fast enough and it can kill you.
2. Long term overuse of alcohol can cause liver damage, heart problems, sexual dysfunction, and other serious medical problems.
3. In some cases, alcohol use can lead to physical and psychological dependence on alcohol. Alcoholism is a serious chronic disease. Left untreated it will inevitably get worse.

Marijuana

1. Marijuana is a central nervous system depressant. It causes a feeling of euphoria, increased sense of well-being, lack of motivation, lowered inhibitions, talkativeness, dry mouth and throat, increased appetite, impaired coordination, concentration and memory, and increased heart rate.
2. Long term use may result in deteriorating work performance, "burn out" involving muddled thinking, acute frustration, depression, and isolation, impaired sexual development and fertility, including production of abnormal sperm and menstrual irregularities, damage to the lungs and pulmonary system, hallucinations and paranoia, increased risk to safety and health as a result of impaired judgment and motor abilities.
3. Prolonged use of marijuana often results in psychological dependence for the user. Moreover, marijuana is considered a "gateway" drug. Casual users of marijuana often become chronic users, or become abusers of "harder" drugs.

Cocaine

1. Cocaine is a central nervous system stimulant. It causes brief but intense feelings of euphoria and competence, increases pulse, blood pressure, body temperature, and respiratory rate. It dilates the pupils of the eyes, causes extreme excitability and anxiety, and produces sleeplessness and chronic fatigue.
2. Long-term use results in bleeding and other damage to nasal passages, paranoid psychosis, hallucinations, and other mental abnormalities. Use causes impaired driving ability and death caused by heart or respiratory failure.
3. Cocaine users often become psychologically and physically dependent on the drug after relatively short periods of use. In many cases, crack cocaine use leads to virtual immediate addiction.

Amphetamines/Methamphetamines

1. Amphetamine is a central nervous system stimulant. It causes feelings of alertness and euphoria, increases heart rate and blood pressure. It dilates the pupils of the eyes, decreases appetite, enables the user to go without sleep for relatively long periods of time, and causes distorted thinking.
2. Use causes dizziness, headaches, blurred vision, sweating, loss of coordination, tremors, convulsions, physical collapse, anorexia and malnutrition resulting from decreased appetite. It causes sudden blood pressure increases from injections resulting in fever, stroke, or heart failure, nervousness, irritability, drastic mood swings, hallucinations, paranoia, physical collapse, and brain deterioration; overdose or continued heavy use can be fatal.
3. Amphetamines are addictive both physically and psychologically. Following the use of amphetamines, many users experience a "crash" which is often counteracted by taking more of the drug, creating an increasingly difficult pattern to break.

Opioids

1. Opioids are central nervous system depressants. The physical effects of opiates depend on the opioid used, the dose, and how the drug is taken. Effects may include: short lived state of euphoria, followed by drowsiness, slowed heart rate, breathing, and brain activity, depressed appetite, thirst, reflexes, and sexual desire, and increased tolerance for pain.
2. The most common dangers associated with opioid misuse are: AIDS, blood poisoning, and hepatitis as the result of drug injection and use of un-sterilized or "shared" needles, death resulting from the injection of impure heroin, death resulting from an unexpectedly high purity of the drug, convulsions, coma, or death from overdose.
3. Opioids, particularly heroin, have an unusually high potential for abuse and addiction. Heroin addiction often leads to malnutrition, infection and unattended injuries and diseases. Addicts tend to continue using the drug despite damaging physical and psychological consequences.

Phencyclidine (PCP)

1. PCP is a central nervous system stimulant. The physical effects of PCP include: altered states of consciousness, disorientation, confusion, and memory loss; highly unpredictable, and sometimes bizarre or even violent behavior; extreme agitation; impaired driving ability and increased tolerance to pain.
2. The most common dangers of PCP use are mental changes resembling schizophrenia, severe depression, and loss of learning abilities and violent and other "intoxicated": behaviors resulting in bodily harm or death.
3. Physical dependence on PCP has been documented and may be accompanied by memory loss, violence, weight loss, and paranoia. Symptoms of withdrawal include headaches, intense cravings for the drug, increased need for sleep, and "flashbacks" for a period of years.

C. Signs and symptoms of alcohol misuse - Any one or more of the following signs may indicate a drinking problem:

- Family or social problems caused by drinking
- Job or financial difficulties related to drinking
- Loss of a consistent ability to control drinking
- "Blackouts" or the inability to remember what happened while drinking
- Distressing physical and/or psychological reactions if you try to stop drinking
- A need to drink increasing amounts of alcohol to get the desired effect
- Marked changes in behavior or personality when drinking
- Getting drunk frequently
- Injuring yourself - or someone else while intoxicated
- Breaking the law while intoxicated
- Starting the day with a drink

- D. Signs and symptoms of substance abuse - Any one or more of the following signs may indicate an abuse problem:
- Poor physical coordination/slow reactions and slurred speech
 - The odor of marijuana smoke in the area
 - Hand tremors or unsteady walking
 - Dilated or constricted pupils
 - Disorientation/unusual restlessness
 - Combative behavior, loud arguing or fighting
 - The presence of drug paraphernalia and/or observing the employee ingest, inject, smoke, or inhale (snort) a prohibited substance
 - Work performance problems, including a deterioration in quality and/or quantity of work
 - Problems with attendance such as tardiness and increasing absenteeism
 - Increased accidents and injuries
 - Poor judgment and difficulty in concentration
 - Personality changes, including aggressiveness, mood changes, fearful or paranoid behavior
 - Negligence in personal hygiene or pale or sickly complexion
 - Social withdrawal, including isolation, overreaction to criticism, and lack of eye contact
 - Emotional changes such as noticeable signs of anxiety or depression, paranoia, or excessive laughing
- E. Available methods of evaluating and resolving problems associated with the misuse of drugs or alcohol:
1. Outpatient programs exist in a variety of settings:
 - a. Community mental health centers
 - b. Full service agencies
 - c. Private physicians' and therapists' offices
 - d. Occupational settings
 - e. Specialized alcoholism treatment facilities
 2. Inpatient services, designed for those with more serious problems, can be found in hospitals, residential care facilities, community halfway houses, and some alcoholism clinics.
- F. Where to find help for you or a co-worker:
- Employee Assistance Program (Your employee assistance program (EAP) provider)
1-800-999-1196
 - Al-Anon / Al-Ateen
1-800-356-9996
 - Narcotics Anonymous
1-818-773-9999

CITY OF JUNCTION CITY

700 N. Jefferson

Junction City, KS 66441

**APPENDIX B
CITY OF JUNCTION CITY**

**DRUG AND ALCOHOL TESTING PROGRAM
PERSONNEL AND SERVICES**

1. DESIGNATED EMPLOYER REPRESENTATION (DER)

Primary Contact

Lorena Pula

700 N. Jefferson

Junction City, KS 66441

785-238-3103

Secondary Contact

Hayley Carpenter

700 N. Jefferson

Junction City, KS 66441

785-238-3103

2. LOCAL COLLECTION SITE

Geary Community Hospital

1110 St Marys Rd Ste 102

Junction City

785-762-5140 ext 4125

In most instances the ComplianceOne mobile collector can do your collections on site. However, a local collection site has been set up for use when the on-site collector is unavailable.

3. MEDICAL REVIEW OFFICER (MRO)

Nationwide Medical Review

Steven Paschall, M.D.

7160 Graham Road

Indianapolis, IN 46250

Local: 1-317-547-8620

Toll-Free: 1-888-265-6362

4. CERTIFIED LABORATORY

Clinical Reference Laboratory

8433 Quivira

Lenexa, KS 66215

Toll-Free: 1-800-445-6917

**5. EMPLOYEE ASSISTANCE PROGRAM (EAP)
REFERRAL FOR SUBSTANCE ABUSE PROFESSIONAL (SAP)**

Employee Assistance

Local 1-785-575-9343

Toll-Free: 1-800-999-1196

CITY OF JUNCTION CITY

700 N. Jefferson

Junction City, KS 66441

**APPENDIX C
EMPLOYEE/SUPERVISORY POSITIONS
SUBJECT TO DRUG AND ALCOHOL TESTING**

(JOB CLASSIFICATIONS/TITLES)

Please list your employee position descriptions that require a Commercial Driver's License (CDL)
subject to alcohol and drug testing.

- a.
- b.
- c.
- d.
- e.

**PLEASE COMPLETE THIS FORM AND MAINTAIN THIS WITH
YOUR DRUG AND ALCOHOL POLICY**

CITY OF JUNCTION CITY

700 N. Jefferson
Junction City, KS 66441

**EMPLOYEE AFFIRMATION OF
DRUG AND ALCOHOL TESTING POLICY**

As an employee in a safety sensitive position, I affirm that I have received, read and understand the City of Junction City's Drug and Alcohol Testing Policy and educational materials. I am aware that I may be required to undergo a drug and/or alcohol screen as outlined by City of Junction City's policy requirements and that I will be informed prior to the drug/alcohol screen; and, that I may be referred to an education and treatment program depending on the results of the drug/alcohol screen. I agree to abide by all provisions of the anti-drug policy as a condition of my continued employment with the company. I am aware and agree that the Policy does not create any contractual rights in my favor or in any way alter the at-will nature of my employment or imply that discharge will occur only "for cause".

Employee Name (Please Print)

Employee Signature

Date

City of Junction City Representative

Date

**SUPPLEMENT
DILUTE NEGATIVE DRUG TEST RESULTS**

City of Junction City

**This supplement explains what happens when an employer receives
a report from the MRO of a negative dilute specimen and employer options.**

A negative dilute specimen (Creatinine 5mg/dl to <20 mg/dl, Specific gravity between 1.001 & 1.003) is a specimen that contains an unusually high level of water concentration. Some of the ways this can occur are outlined below:

1. Donor may consume large amounts of water as part of their regular routine.
2. In the case of "shy bladder" collector may offer extra fluids in order to obtain a specimen.
3. Donor may consume large amounts of water in an effort to intentionally dilute the specimen causing drug concentrations to fall below the cutoff levels.
4. Donor may conceal additional water on their person and add to the specimen in an effort to deliberately dilute the sample.

As an employer you may establish different policies regarding dilute negative specimens based on different types of tests. Under 49 CFR, Part 40 Section 40.197, you have the following options:

- a. Accept a negative dilute specimen as a valid drug test.
- b. Require one recollection of the specimen.

Please mark the different types of tests in which your company will accept a negative dilute specimen or require a repeat test to be performed.

Pre-Employment	_____ Accept Test	_____ Repeat Test
Post-Accident	_____ Accept Test	_____ Repeat Test
Reasonable Cause	_____ Accept Test	_____ Repeat Test
Return to Duty	_____ Accept Test	_____ Repeat Test
Follow-Up	_____ Accept Test	_____ Repeat Test
Random	_____ Accept Test	_____ Repeat Test

1. You must treat all employees the same for this purpose. For example, you must not retest some employees and not others for each test type. Retests should be done as soon as possible and within the same selection quarter.
2. You are required to inform your employees in advance of your decisions on these matters.
3. You must ensure that the employee is given the minimum possible advance notice that he or she must go to the collection site.
4. You must treat the result of the recollected test as the test result of record.
5. You are required to follow the provisions regarding negative dilute specimens as outlined under Section 40.197 of 49 CFR Part 40.

Signature

Title

Date

CITY OF JUNCTION CITY

JUNCTION CITY, KS

Anti-Drug and Alcohol Misuse Prevention Policy [Non-regulated]

Policy Date: November 2004
Revised Date: February 2019

City of Junction City

Substance Abuse and Testing Policy

I. PURPOSE

As a part of its commitment to safeguard the health of its employees and provide a safe place for its employees to work City of Junction City (hereinafter “Company”) has established this policy regarding the use of controlled substances and the misuse of alcohol by its employees. Substance abuse, while at work or otherwise, seriously endangers the safety of employees and creates a variety of workplace problems, including increased injuries on the job, increased absenteeism, increased health care and benefit costs, increased theft, decreased morale, decreased productivity, and a decline in the quality of products and services provided by the Company. The Company has established this policy to detect users and remove abusers of alcohol and illegal drugs from the workplace. It is also the policy of the Company to prevent the use and/or presence of these substances in the workplace in accordance with the following guidelines.

Employment with the Company is at-will. Company policies, procedures, and/or employee assistance programs are not intended to create any implied or express contracts, written or verbal, between the Company and its employees, independent contractors, or job applicants. The Company reserves the right to alter any policy, procedure, or program at its discretion and without notice to its employees, independent contractors, or job applicants. The Company creates no promises with any of its policies, procedures, and programs, and remains free to change wages and all other working conditions without having to consult employees or anyone else and without anyone’s agreement. The Company reserves the right to terminate an employee with or without cause and to refuse to hire any job applicant, as is consistent with existing law.

II. SCOPE

As a condition of employment, employees are required to abide by the terms of this policy. This anti-drug and alcohol misuse prevention policy primarily governs actions in the areas of alcohol and drugs. Other Company policies may apply in these areas to the extent that they do not conflict with this policy.

[Certain employees may be subject to additional requirements under state and/or federal regulations.]

III. DEFINITIONS

A. “ILLEGAL DRUGS”

“Illegal drugs” are drugs or controlled substances that are (1) not legally obtainable or (2) legally obtainable but not obtained or used in a lawful or prescribed manner. Examples include, but are not limited to, cocaine, marijuana, opiates, amphetamines, and phencyclidine (PCP) as well as prescription drugs that are not lawfully obtained and/or not properly utilized. The term “illegal drugs” also includes mind-altering and/or addictive substances that are not sold as drugs or medicines but are used for the mind- or behavior-altering effect (e.g. glue, peyote).

Medical Marijuana or Recreational Use is prohibited under this policy. The Federal Government and the Department of Transportation do not recognize Medical Marijuana Prescriptions or Recreational Use. Federal Law always supersedes State law(s). This Company shall follow all Federal Government regulations and guidelines regarding Medical Marijuana or Recreational Use and will not allow its employees, individuals, drivers, operators and/or contractors to be employed or perform work at any of their locations, terminals or operations while on Medical Marijuana or Recreational Use.

CBD OIL. The claimed use of CBD oil shall not be considered a medical excuse for a positive marijuana Test.

B. LEGAL DRUGS

“Legal drugs” are those prescribed or over-the-counter drugs that are legally obtained by the employee and used for the purpose for which they were prescribed and sold.

C. PRESCRIPTION DRUGS

A legally prescribed drug means that the employee has a prescription or other written approval from a physician for the use of a drug in the course of medical treatment. It must include the patient’s name, the name of the substance, quantity/amount to be taken and the period of authorization. The misuse or abuse of legal drugs while performing safety-sensitive functions is prohibited.

D. COMPANY PROPERTY

The term “Company Property” includes work sites; parking lots; vehicles; offices owned, rented, utilized or serviced by the Company or by any customer of the Company; employee-owned or employee-rented vehicles on the property of the Company or of any customer of the Company while on Company business; and locations where the employee represents the Company in any capacity.

E. ON DUTY

The term “On Duty” includes all working hours as well as meal periods and break periods, regardless of whether on premises, and all hours when the employee represents the Company in any capacity.

F. COVERED EMPLOYEES

The term “Covered Employees” applies to any employee who is a non-DOT mandated employee.

IV. DRUG USE PROHIBITIONS

- A. The use, sale, purchase, possession, manufacture, distribution or dispensing of illegal drugs on Company property or while on duty is against Company policy and is cause for immediate termination.
- B. It is also against Company policy for any employee to report to work or to work with the presence of illegal drugs in the employee’s body. Employees who violate this policy are subject to disciplinary action, up to and including termination.
- C. The use of legal drugs can also affect the safety of the employee, fellow employees or members of the public. Therefore, any employee who is taking any legal drug that might impair safety, performance or any motor function [must advise his or her supervisor before

reporting to work under such medication. A failure to do so may result in disciplinary action. Improper use of “legal drugs” is prohibited and may result in disciplinary action up to and including termination].

- D. Refusal to submit to, efforts to tamper with, or failure to pass a drug test will result in disciplinary action, up to and including termination, and/or referral to the Company’s EAP.

V. ALCOHOL USE PROHIBITIONS

- A. The consumption, possession or being under the influence of alcohol on Company property or while on duty is prohibited and will result in disciplinary action, up to and including termination. There may be occasions, however, removed from the usual work setting, at which it is permissible to consume alcohol in moderation (e.g., Company picnics, receptions, civic activities, sporting events).
- B. Notwithstanding the exception mentioned above, it is always against Company policy to report to work or to work under the influence of alcohol and such action will result in disciplinary action, up to and including termination.
- C. Employees asked to submit to an alcohol test and the test result is .04 or higher will be considered positive.
- D. Refusal to submit to, efforts to tamper with or failure to pass an alcohol test will result in a disciplinary action, up to and including termination.

VI. TESTING EVENTS

A. PRE-EMPLOYMENT TESTING

- 1. Applicants will be advised of the Company’s pre-employment testing requirements in writing following an offer to hire and prior to referral for a physical and/or drug and/or alcohol testing. Applicants will be asked to sign the Applicant Drug/Alcohol Testing Consent Agreement.
- 2. All applicants considered final candidates and who have received an offer for a position will be tested for the presence of illegal drugs and/or alcohol and must receive negative test results as a part of the hiring process.

B. RANDOM TESTING

- 1. All covered employees are subject to random, unannounced drug and/or alcohol testing.
- 2. Selection of employees for random testing shall be conducted through the use of a computerized random number generator.
- 3. Random testing will be unannounced and unpredictable; and spread reasonably throughout the calendar year.
- 4. Employees are required to proceed immediately to the collection site upon notification of testing.
- 5. Drug and alcohol testing will be conducted anytime an employee is on duty.
- 6. The list of employees selected will be retained by the DER in a secure location.

C. POST-ACCIDENT TESTING

Employees who are involved in an accident will be tested for the presence of drugs and/or alcohol following an accident or other occurrence that involves one or more of the following covered events: a fatality, an injury to an employee or other individual, or damage to vehicles and/or other property.

D. REASONABLE SUSPICION TESTING

Employees will be required to submit to a drug and/or alcohol testing if reasonable suspicion exists that an employee is violating or has violated this policy. Any supervisor or employee who believes another employee is violating this policy should report his or her belief to the Designated Employer Representative (DER).

E. FOLLOW-UP TESTING

Any covered employees who have participated in a substance abuse counseling or rehabilitation program and all supervisor referrals due to work performance problems will be subject to unannounced follow-up testing as determined by the Substance Abuse Professional or at the discretion of the Company for a twelve-month period following completion of the program.

F. ADDITIONAL TESTING

Additional testing may also be conducted as required by applicable state or federal laws, rules or regulations, or as deemed necessary by the Company. Upon initial implementation of this substance abuse policy, all current employees will be subject to testing.

VII. TESTING PROCEDURES

1. The Company will determine for which drugs and/or alcohol testing will be performed.
2. Specimen samples will be analyzed by an appropriately licensed or certified laboratory.
3. Employees will be informed of the results by the Designated Employee Representative (DER) or other appropriate Company official.
4. The testing laboratory will report the finding of a confirmed positive test result to a designated Medical Review Officer (MRO). The MRO will contact the employee to verify the positive result. Following the verification of a positive result by the MRO, the Designated Employee Representative (DER) will be informed of the positive test result.
5. An employee may request and receive from the Company a copy of the test result report.
6. If an employee challenges the validity or accuracy of the verified positive result, he/she may appeal, in writing, to the MRO, within three (3) working days of the employee having been notified of the positive result.
7. The employee will be responsible for all costs associated with conducting any requested retest.

VIII. DISCIPLINARY ACTION

- A. Any violation of the Company's substance abuse policy, including a verified positive drug or confirmed alcohol test, will result in discipline up to and including termination.
- B. Any employee engaging in the use, sale, purchase, possession or distribution of drugs or alcohol on duty or on Company property is subject to disciplinary action, up to and including termination.

IX. INVESTIGATION

- A. To ensure that illegal drugs and alcohol do not enter or affect the workplace, the Company reserves the right to search all vehicles, containers, lockers or other items on Company property in furtherance of this policy. Individuals may be requested to display personal property for visual inspection upon Company request.
- B. Failure to consent to a search or to display personal property for visual inspection will be grounds for termination or denial of access to Company premises.
- C. The Company will turn over all confiscated drugs to the proper law enforcement authorities. Further, the Company will cooperate with and may enlist the services of the proper law enforcement authorities in the course of any investigation.

X. ARREST OR CONVICTION FOR DRUG-RELATED CRIME

- A. If an employee is arrested or convicted of a drug-related crime, the Company may investigate the circumstances and Company officials may require a drug test.
- B. As a condition of employment, an employee shall notify the Company's Designated Employee Representative (DER) of any criminal drug statute conviction or for any plea of guilty, nolo contendere or suspended imposition of sentence that has been entered on a criminal drug statute charge. The employee must give notice in writing to the Company within five (5) days of such conviction, plea or imposition.

XI. CONFIDENTIALITY

Results of an applicant's or employee's test for the use of illegal drugs or alcohol shall be remitted to the Designated Employee Representative (DER). In order to effectively address the employees with drug or alcohol problems, it will be necessary for the Designated Employee Representative (DER) to consult with other persons in the process. However, such results may be disseminated only on a need-to-know basis.

Employees are encouraged to approach their supervisor or Designated Employee Representative (DER) at any time with any questions they have about the Company's substance abuse policy as stated herein.

City of Junction City (CI4061)

Announcement of Substance Abuse Policy

Letter to all employees:

Substance abuse is a nationwide issue in all sectors of our lives - and the workplace is no exception. Alcohol and drug abuse have a significant health and safety impact as well as seriously affecting a company's productivity, product quality, health care and workers' compensation costs, and most importantly, the well-being of the most valuable resource - the employees.

As you know, City of Junction City has always been committed to providing a safe and positive working environment and to looking out for the welfare of our employees. Substance abuse jeopardizes this commitment and undermines the capability of City of Junction City to provide high quality products and services.

To address this problem, City of Junction City has developed a policy regarding the illegal use of drugs and abuse of alcohol that we believe best serves the interests of all employees. Our policy formally and clearly states that the illegal use of drugs and the abuse of alcohol will **not be tolerated**. This policy was designed with two basic objectives in mind:

1. Employees deserve a work environment that is free from the effects of drugs and alcohol and the problems associated with their use; and
2. This Company has a responsibility to maintain a healthy and safe workplace.

I believe it is an important and worthwhile venture that we all work together to make City of Junction City a drug-free workplace and a safe, rewarding place to work.

NOTE: This policy will take effect on _____.

Date

Prior to this date, all employees are required to sign the accompanying agreement form, indicating that he/she has read, understood, and will comply with the substance abuse policy, and return it to _____.

Designated Person

Designated Person Title

Date

City of Junction City (CI4061)

Last Chance Acknowledgment

I, _____, request reinstatement or continued employment with City of Junction City. I understand that my reinstatement to employment is conditional, subject to the following terms.

1. I am participating in and/or have completed an approved rehabilitation program at a licensed, approved facility and will actively comply with any and all follow-up requirements as stated by the program mandates.
2. I understand that any further violation of the substance abuse policy or failure to comply with and complete the follow-up terms of the approved treatment program will result in my immediate termination of employment.
3. I understand the importance of involving (if applicable) my spouse, family or the significant other person in my life in the process of my recovery program.
4. I understand and recognize the importance of communication between; my supervisor and treatment provider regarding performance and compliance issues **ONLY** and specifically consent to such communication.
5. **[I understand the adverse effects of overtime that may impair my recovery and waive my rights to overtime during the period of the Last Chance Acknowledgment.] OPTIONAL**
6. I understand and agree that, as a condition to reinstatement, I am expected to meet all established requirements of the policies and procedures and that I will continue to be subject to established procedures for failure to comply with those standards.
7. I understand that my past conduct and my recovery program require that I may be required to comply with random drug and/or alcohol screening requests and procedures during the period of this Agreement. My failure to comply with this section may result in my immediate termination.
8. I understand that I will be subject to the terms of this Last Chance Acknowledgment for a period of **[twelve (12)]** months from the date of my reinstatement. I understand that compliance with this Last Chance Acknowledgment does not constitute a guarantee of continued employment and that I remain an “at-will” employee.

I understand and agree that my reinstatement and continued employment are conditioned upon my satisfactory compliance with the terms listed above. I have discussed these terms with my supervisor(s) and understand that I will be subject to further disciplinary action, up to and including termination of employment with City of Junction City, if I fail to comply with the terms and intent of this agreement.

Employee's Name (print): _____

Employee's Signature: _____

Social Security Number: _____

Supervisor's Name (print): _____

Supervisor's Signature: _____

Date: _____

**SUPPLEMENT
DILUTE NEGATIVE DRUG TEST RESULTS**

City of Junction City (CI4061)

This supplement explains what happens when an employer receives a report from the MRO of a negative dilute specimen and employer options.

A negative dilute specimen (Creatinine 5mg/dl to <20 mg/dl, Specific gravity between 1.001 & 1.003) is a specimen that contains an unusually high level of water concentration. Some of the ways this can occur are outlined below:

1. Donor may consume large amounts of water as part of their regular routine.
2. In the case of “shy bladder” collector may offer extra fluids in order to obtain a specimen.
3. Donor may consume large amounts of water in an effort to intentionally dilute the specimen causing drug concentrations to fall below the cutoff levels.
4. Donor may conceal additional water on their person and add to the specimen in an effort to deliberately dilute the sample.

As an employer you may establish different policies regarding dilute negative specimens based on different types of tests. You have the following options:

- a. Accept a negative dilute specimen as a valid drug test.
- b. Require one recollection of the specimen.

Please mark the different types of tests in which your company will accept a negative dilute specimen or require a repeat test to be performed.

Pre-Employment	_____	Accept Test	_____	Repeat Test
Post-Accident	_____	Accept Test	_____	Repeat Test
Reasonable Cause	_____	Accept Test	_____	Repeat Test
Return to Duty	_____	Accept Test	_____	Repeat Test
Follow-Up	_____	Accept Test	_____	Repeat Test
Random	_____	Accept Test	_____	Repeat Test

1. You must treat all employees the same for this purpose. For example, you must not retest some employees and not others for each test type. Retests should be done as soon as possible and within the same selection quarter.
2. You are required to inform your employees in advance of your decisions on these matters.
3. You must ensure that the employee is given the minimum possible advance notice that he or she must go to the collection site.
4. You must treat the result of the recollected test as the test result of record.

Signature

Title

Date

City of Junction City (CI4061)

PO Box 287

Junction City, KS 66441

**APPLICANT AFFIRMATION OF
DRUG & ALCOHOL TESTING CONSENT AGREEMENT**

STATEMENT OF POLICY

City of Junction City is committed to providing a safe, drug and alcohol-free workplace for all employees and the general public.

City of Junction City is concerned with the safety and well-being of its employees. City of Junction City Drug & Alcohol Testing Program offers a helping hand to those who need it, while sending a clear message that drug or alcohol use **WILL NOT BE TOLERATED!**

It is the policy of City of Junction City that all applicants, for safety-sensitive positions, who receive a conditional offer of employment, submit to a drug test to document that they are drug free. Refusal to comply with this requirement will be considered the equivalent of receiving a confirmed "positive" result for employment and disqualification purposes. Any applicant who receives a confirmed "positive" drug screen result will have the offer of employment withdrawn and will be subject to disqualification from employment but will be referred to a Substance Abuse Professional (SAP). If an applicant receives a verified positive drug test result and requests a retest of the split sample, applicant agrees to reimburse the City of Junction City for the cost of the retest \$150.00.

AFFIRMATION OF POLICY

As an applicant for a position, I affirm that I have read and understand the City of Junction City Drug & Alcohol Testing Policy Statement of Policy noted above, and I am aware that any offer of employment is conditional upon my taking a drug test and the results thereof. If hired into a position for City of Junction City, I agree to abide by all provisions of the anti-drug policy as a condition of my continued employment with the Company.

Applicant Name (Please Print)

Applicant Signature

Date

City of Junction City Representative

Date

City of Junction City (CI4061)

PO Box 287

Junction City, KS 66441

**EMPLOYEE AFFIRMATION OF
DRUG AND ALCOHOL TESTING POLICY**

As an employee of City of Junction City, I affirm that I have received, read and understand the City of Junction City Drug and Alcohol Testing Policy and educational materials. I am aware that I may be required to undergo a drug and/or alcohol screen as outlined by City of Junction City's policy requirements and that I will be informed prior to the drug/alcohol screen; and, that I may be referred to an education and treatment program depending on the results of the drug/alcohol screen. I agree to abide by all provisions of the anti-drug policy as a condition of my continued employment with the company. I am aware and agree that the Policy does not create any contractual rights in my favor or in any way alter the at-will nature of my employment or imply that discharge will occur only "for cause."

Employee Name (Please Print)

Employee Signature

Date

City of Junction City Representative

Date

Enforcement Cases

The Federal Motor Carrier Safety Administration is responsible for ensuring full compliance with all Federal Motor Carrier Safety Regulations (FMCSRs) required of large truck and bus companies regulated by the U.S. Department of Transportation. This module gives data for seven fiscal or calendar years of Enforcement Cases considered “closed” for large truck and bus companies regulated by the U.S. DOT. An enforcement case is deemed “closed” once FMCSA issues a carrier a “Notice of Claim” (NOC) and the carrier has (1) paid the penalty in full, (2) signed a settlement agreement, or (3) defaulted on the NOC, upon which a “Final Agency Order” was issued.

Summary of Closed Enforcement Cases in Kansas

Subject Type	FY2014		FY2015		FY2016		FY2017		FY2018		FY2019		FY2020	
	# Cases	Amount Settled	# Cases	Amount Settled	# Cases	Amount Settled	# Cases	Amount Settled	# Cases	Amount Settled	# Cases	Amount Settled	# Cases	Amount Settled
Broker	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Cargo Tank Facility	0	\$0	1	\$8,670	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Carrier	19	\$341,968	28	\$378,854	26	\$327,410	19	\$171,090	25	\$191,850	30	\$161,460	7	\$49,670
Drug Consortium	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Freight Forwarder	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
HM Carrier	0	\$0	1	\$68,560	1	\$10,920	1	\$12,130	3	\$45,560	0	\$0	1	\$6,300
HM Carrier (Not Placarded)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
HM Carrier/Shipper	1	\$6,830	0	\$0	0	\$0	0	\$0	1	\$21,600	0	\$0	0	\$0
HM Carrier/Shipper (Not Placarded)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Not Carrier (45-Day)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Other	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Passenger Carrier	2	\$28,010	1	\$26,990	1	\$12,480	1	\$16,040	0	\$0	0	\$0	1	\$3,820
Shipper	1	\$8,070	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Small Passenger Carrier	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
TOTAL	23	\$384,878	31	\$483,074	28	\$350,810	21	\$199,260	29	\$259,010	30	\$161,460	9	\$59,790

Item Attachment Documents:

- d. Consideration to Award the replacement of the HVAC System for the Police Department Bid to Superior Plumbing in the amount of \$349,842.00.

City of Junction City

City Commission

Agenda Memo

03-03-20

From: John Lamb, Chief of Police
To: Allen Dinkel, City Manager
Subject: Police Department HVAC Project

Objective: The Police Department seeks approval to replace the aging Heating Ventilation and Air Conditioning (HVAC) system within the building located at 210 E. 9th Street. In August of 2019 we requested and received approval for the design of this project.

Explanation of Issue: The Police Department seeks approval to replace the aging Heating Ventilation and Air Conditioning (HVAC) system within the building located at 210 E. 9th Street. In August of 2019 we requested and received approval for the design of this project. The current system in the building is at least 31 years old and it is starting to fail. During the summer of 2019 we had several large issues that were very costly to repair. During the winter it is sometimes very hard to control the temperature within the building sometimes making it colder (low 60's) than it should be. The Police Department is 100% temperature controlled building to security requirements so we cannot open windows to allow airflow in the summer months when the system makes the building too hot.

On November 21st, 2019 the Junction City Police Department released a Request for Bid for a new HVAC system. We had a Pre-Bid meeting on the 6th of December, 2019 and 6 companies showed up. On December 30th, 2019 we had a bid opening in which 3 companies bid on the project. The following companies bid:

HVAC System Bids

Superior Plumbing and Heating	\$349,842.00
Thermal Comfort Air	\$446,114.00
Glassman Corp.	\$516,989.00

After a thorough review of the bids we identified that the large gap between Superior Plumbing and Thermal Comfort Air was due to Superior not outsourcing working or obtaining Sub Contractors. The Designers of the project, Deam and Deam Architecture and PKMR Engineering feel that Superior Plumbing has met the requirements of the design and can complete the job as designed.

Budget Impact: This project would be funded completely with Asset Forfeiture funds and would have no impact on the City Budget.

Special Considerations: There are no special considerations.

Alternatives: The Commission may approve, deny or postpone this item.

Recommendation: Staff recommends the bid be awarded to Superior Plumbing in the amount of \$349,842.00.

Enclosures:

Request for Bid

City Clerk Bid Sheet

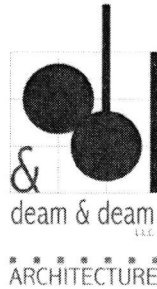
Superior Plumbing RFB

Thermal Comfort RFB

Glassman Corp RFB

Recommendation letter from Deam and Deam

Minutes for Post bid meeting with Bidder



January 30th, 2020

Deam & Deam, LLC
124 W 7th St
Junction City, KS 66441
December 5th, 2019

Lt. Scott Popovich
Junction City Police Department
Junction City, KS 66441

Regarding the JCPD HVAC Project,

In regards to the bids received December 30th, 2019, our firm has reviewed three proposals. Thermal Comfort Air for 90 days at \$446,114.00, Glassman Corp at 150 days at \$516,989.00 and Superior Plumbing & Heating at \$349,842.00.

Based on review of the proposals received we have concluded with the recommendation to the lowest bidder. Superior Plumbing & Heating was the lowest bidder at \$349,842.00, and plans to complete the bid in 90 days from notice to proceed. We feel that Superior Plumbing & Heating is the best recommendation due to several factors. After consultation with PKMR Engineers and Superior Plumbing & Heating, we feel that they have reviewed the scope of work thoroughly assuring to us they understand the scope to complete a successful project.

Sincerely,

A handwritten signature in black ink, appearing to read "Deam & Deam", is written over the word "Sincerely,".
Deam & Deam, LLC

Deam & Deam L.L.C.

124 W 7th St Junction City, KS 66441

ph: 785-238-0874

e-mail: deamndeam@deamndeam.com

Junction City Police Department HVAC Project

Minutes for Post-Bid Meeting with Bidder

Location: Phone Meeting

Date & Time: January 31, 2020 at 11:00 AM

Speakers	Role	Company
Gary Palmateer	Bidder/Owner	Superior Plumbing
Jeff McKinley	Engineer	PKMR Engineering
Brett Deam	Architect	Deam & Deam
Rae Willis	Notetaker	Deam & Deam

General Notes:

This meeting was facilitated in regards to Superior Plumbing's bid of \$349,842 within 90 days to complete the project. In response to the bid being of different amounts to the other two (446,114 at 90 days, and 516,989 at 150 days), the Architect and Engineer contacted Palmateer to confirm the bid covers the entire scope of work.

There needs to be a minimization of changes and change orders and if there are any they need to be resolved ASAP before moving forward. We do not want to move forward prior to resolving any discrepancies.

Notes:

- The first question and main issue Jeff McKinley put forward was if the company that Superior Plumbing used for equipment was an approved and acceptable manufacturer. Superior used a the equipment PKMR specified.
- Brett has requested the contractor to make sure he goes over and preps front end work such as contracts.
- Palmateer did mention some of the special order equipment will take 3-4 weeks and one specifically will take 7-8 weeks to arrive once ordered.
- Brett questioned about in-house dry walling and repair versus contracting, and if the company would be comfortable with working with the original roofing company should it come to need it. Superior Plumbing uses mainly in-house instead of contracting out to subs some of the walling and repair, which could show the difference in prices between the bidders. He is willing to work with the original contractor if needed.
- Jeff and Brett asked if the contractor still felt that the time limit and the price was still accurate after reviewing the project and bid after this amount time. Palmateer has said he has gone over it many times since the bid to confirm nothing was missing after the bid (to possibly contribute to the price difference), but has said that he does feel that it is an accurate representation.

- After a final ask of remaining questions, Rae reminded Palmateer that the first paper work that would need to be completed would be the requested back-ground checks for anyone accessing the site. She recommended preparing the information for once it is needed.
- Upon asked after the meeting, the contractor stated they can start in around 2 weeks, provided a meeting with Scott and possibly Jeff to confirm that there are no issues and minimal impact to the JCPD's work flow.

ADVERTISEMENT FOR BIDS
Request for Bid –Heating Ventilation and Air Conditioning System, HVAC
for the Police Department
City of Junction City, Kansas

The City of Junction City, Kansas will receive bids through the City Clerk, by 3:00 p.m. December 30th, 2019 at City Hall, 700 N. Jefferson St, Junction City, KS 66441, for a new Heating Ventilation and Air Conditioning System (HVAC) at the Police Department, 210 E. 9th Street. Attendance of a pre-bid meeting is required for all those that wish to bid on this project. This meeting will be held on December 6th, 2019 at 9:00 A.M. at the Police Department, 210 E. 9th Street. All specifications can be obtained from Deam and Deam Architecture, 785-238-0874 and/or Salina Blueprint, 785-827-6182, www.salinablue.com. Bids shall be directed to the City Clerk, securely sealed, and endorsed upon the outside wrapper with a brief statement for the summary as to the bid is made. The City reserves the right to reject any or all bids, and to waive any information in the bid. Questions regarding the bids should be directed to Lt. Scott Popovich, Junction City Police Department Fleet and Facilities Manager, at (785) 762-5912 or Brett Deam 785-238-0874.

City of Junction City

City Clerk's Office

December 30, 2019



Police Department

Closing Time: 3:00pm

Heating Ventilation and Air Conditioning System for the Police Department

No.	Direct Solicited	Bidder	Local Vendor	Bid Bond	Performance Bond	Addendum	Signed Bid	Bid Amount	Bid Rank
1.		Thermal Comfort Air		✓				\$ 446,114	
2.		Superior Plumbing & Heating		✓				\$ 349,842	
3.		Glassman Corp.		✓				\$ 516,989	
4.									
5.									
6.									
7.									
8.									
9.									
10.									

PROPOSAL BIDFORMProposal Of: Superior Plumbing & Heating Co., Inc. (Prime Bidder)For: Junction City Police Department HVAC System located at 210 E 9th St, Junction City, KS 66441.

The undersigned, having examined the Construction Documents and reviewed all conditions related to the project, hereby proposes to furnish all labor, materials, services, and equipment required in connection with or incidental to the construction. All work shall strictly conform to the following Construction Documents prepared by Deam&Deam L.L.C.:

DRAWING LEGEND:**COVER**

CV: LEGEND / LOCATION

MEP ENGINEERING:

ME1: Cover Sheet

ME2: Specifications

ME3: Specifications

M1: Demo HVAC Plan

M2: Overall HVAC Plan

M3: VRF HVAC Plan

M4: DOAS-Floor Plan

M5: HVAC Schedules

M6: VRF System Image

M7: VRF System Image

M8: HVAC Details

E1: Power Plan

E2: Electrical Schematic

Total Bid for entire project:Three hundred and forty-nine thousand, eight hundred and forty-two Dollars (\$ 349,842)Days of estimated completion for entire project 90 days.**ALTERNATES: NA**

Bid Guarantee: The undersigned furnishes herewith a Bid Bond, Cashier's Check, or Certified Check in the amount of Five percent (5%) of the total Base Bid amount in compliance with the stipulations of the Instructions to Bidders Section of these Specifications and in compliance with KSA 60-1111.

Addenda: The undersigned hereby acknowledges receipt of the following Addenda to the Construction Documents. All provisions and requirements of these Addenda have been taken into consideration in the preparation of the foregoing proposal:
Addendum 1, 2, and 3 acknowledged

Continued-

HVAC-10

Respectfully Submitted:

City Complete:

Legal Name of Corporation

State of Incorporation

Typed Name of Officer

Signature of Officer

Title of Officer

Date of Execution**Other Entities Complete:**

SUPERIOR PLUMBING & HEATING Co., INC.
Legal Name of Bidding Firm

430 N. SANTA FE AVE, SALINA KS 67401

Business Address

STEVEN WALLACE

Typed Name of Officer

[Signature]

Signature of Officer

PROJECT MANAGER

Title of Officer

12-30-19

Date of Execution

To be valid, the signature of the Officer must be witnessed and the Proposal dated.

Seal of Corporation:**Witness Complete:**

~~Timmy Melton~~ Mark Millard
Typed Name of Witness

[Signature]
Signature of Witness

430 N. Santa Fe, Salina, KS 67401

Address of Witness

12-30-19

Date of Execution

END OF SECTION 00332

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Superior Plumbing & Heating Co., Inc.
430 N Santa Fe
Salina, KS 67401

as Principal, hereinafter called the Principal, and
Nationwide Mutual Insurance Company
1100 Locust Street
Des Moines, Iowa 50391-2006

a corporation duly organized under the laws of the State of Ohio
as Surety, hereinafter called the Surety, are held and firmly bound unto

Junction City Police Department
210 E 9th St., Junction City, KS 66941

as Obligee, hereinafter called the Obligee, in the sum of

Five Percent of Amount Bid ----- Dollars (5%),
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

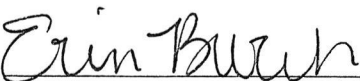
WHEREAS, the Principal has submitted a bid for

Junction City Police Department HVAC System, 210 E. 9th St., Junction City, KS 66441

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee
in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with
good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in
the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal
shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount
for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall
be null and void, otherwise to remain in full force and effect.

Signed and sealed this 30th day December, 2019.


(Witness)

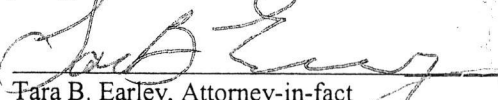

(Witness)

Superior Plumbing & Heating Co., Inc.
(Principal) (Seal)


Signature

Chris Harapat, Owner President
(Printed Name) (Title)

Nationwide Mutual Insurance Company
(Surety) (Seal)


Tara B. Earley, Attorney-in-fact

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation
Allied Property and Casualty Insurance Company, an Iowa corporation

AMCO Insurance Company, an Iowa corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

JAMES D. WILSON
MARK A. SKIDMORE
LINDSEY STURN

BRENDA R. SMITH
ERIN N. BURCH

KRISTY L. BALTHAZOR
TARA B. EARLEY

SALINA KS

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

FIVE MILLION AND NO/100 DOLLARS

\$ 5,000,000.00

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 27th day of February, 2019.

Antonio C. Albanese

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company, AMCO Insurance Company, Allied Property and Casualty Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK, COUNTY OF NEW YORK: ss

On this 27th day of February, 2019, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.

Suzanne C. Delio
Notary Public, State of New York
No. 02066126649
Qualified in Westchester County
Commission Expires September 16, 2021

Suzanne C. Delio

Notary Public
My Commission Expires
September 16, 2021

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 20th day of December, 2019.

Laura B. Guy

Assistant Secretary

PROPOSAL BIDFORMProposal Of: Glassman Corporation (Prime Bidder)For: Junction City Police Department HVAC System located at 210 E 9th St, Junction City, KS 66441.

The undersigned, having examined the Construction Documents and reviewed all conditions related to the project, hereby proposes to furnish all labor, materials, services, and equipment required in connection with or incidental to the construction. All work shall strictly conform to the following Construction Documents prepared by Deam&Deam L.L.C.:

DRAWING LEGEND:**COVER**

CV: LEGEND / LOCATION

MEP ENGINEERING:

ME1: Cover Sheet
ME2: Specifications
ME3: Specifications
M1: Demo HVAC Plan
M2: Overall HVAC Plan
M3: VRF HVAC Plan
M4: DOAS-Floor Plan
M5: HVAC Schedules
M6: VRF System Image
M7: VRF System Image
M8: HVAC Details
E1: Power Plan
E2: Electrical Schematic

Total Bid for entire project:

FIVE HUNDRED SIXTEEN Thousand Dollars (\$ 516,989.00)
NINE HUNDRED EIGHTY NINE
Days of estimated completion for entire project 150 days.

ALTERNATES: NA

Bid Guarantee: The undersigned furnishes herewith a Bid Bond, Cashier's Check, or Certified Check in the amount of Five percent (5%) of the total Base Bid amount in compliance with the stipulations of the Instructions to Bidders Section of these Specifications and in compliance with KSA 60-1111.

Addenda: The undersigned hereby acknowledges receipt of the following Addenda to the Construction Documents. All provisions and requirements of these Addenda have been taken into consideration in the preparation of the foregoing proposal:
Glassman Corp

Continued-

Respectfully Submitted:

City Complete:

Legal Name of Corporation

State of Incorporation

Typed Name of Officer

Signature of Officer

Title of Officer

Date of Execution**Other Entities Complete:**

Glassman Corporation

Legal Name of Bidding Firm

900 Commerce Parkway, Hays, KS 67601

Business Address

Joseph Glassman

Typed Name of Officer

Signature of Officer

President/CEO

Title of Officer

12/30/2019

Date of Execution

To be valid, the signature of the Officer must be witnessed and the Proposal dated.

Seal of Corporation:**Witness Complete:**

Danielle Lang

Typed Name of Witness

Signature of Witness

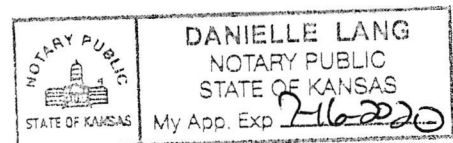
900 Commerce Parkway, Hays, KS 67601

Address of Witness

12/30/2019

Date of Execution

END OF SECTION 00332



BID BOND

The American Institute of Architects,
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we Glassman Corporation

as Principal hereinafter called the Principal, and The Guarantee Company of North America USA

a corporation duly organized under the laws of the state of Michigan as Surety, hereinafter called the Surety,
are held and firmly bound unto City of Junction City, KS

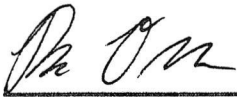
as Obligee, hereinafter called the Obligee, in the sum of Five Percent of the Total Amount Bid

Dollars (\$ 5%), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Junction City Police Department HVAC Project

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 30th day of December, 2019

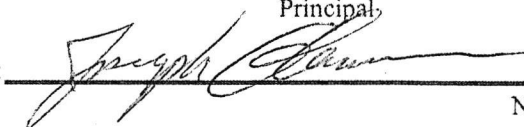


Witness

Glassman Corporation

Principal

(Seal)

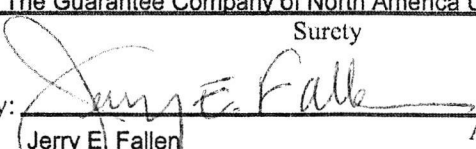
By: 

Name/Title

The Guarantee Company of North America USA

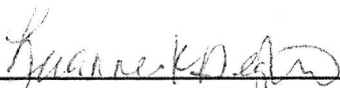
Surety

(Seal)

By: 

Jerry E. Fallon

Attorney-in-Fact



Witness



The Guarantee Company of North America USA
Southfield, Michigan

POWER OF ATTORNEY

KNOW ALL BY THESE PRESENTS: That **THE GUARANTEE COMPANY OF NORTH AMERICA USA**, a corporation organized and existing under the laws of the State of Michigan, having its principal office in Southfield, Michigan, does hereby constitute and appoint

Jerry E. Fallen, Luanne K. Degler, William R. Wilkerson IV
Haas & Wilkerson, Inc.

its true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise.

The execution of such instrument(s) in pursuance of these presents, shall be as binding upon **THE GUARANTEE COMPANY OF NORTH AMERICA USA** as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at the principal office.

The Power of Attorney is executed and may be certified so, and may be revoked, pursuant to and by authority of Article IX, Section 9.03 of the By-Laws adopted by the Board of Directors of **THE GUARANTEE COMPANY OF NORTH AMERICA USA** at a meeting held on the 31st day of December, 2003. The President, or any Vice President, acting with any Secretary or Assistant Secretary, shall have power and authority:

1. To appoint Attorney(s)-in-fact, and to authorize them to execute on behalf of the Company, and attach the Seal of the Company thereto, bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof; and
2. To revoke, at any time, any such Attorney-in-fact and revoke the authority given, except as provided below
3. In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.
4. In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

Further, this Power of Attorney is signed and sealed by facsimile pursuant to resolution of the Board of Directors of the Company adopted at a meeting duly called and held on the 6th day of December 2011, of which the following is a true excerpt:

RESOLVED that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, contracts of indemnity and other writings obligatory in the nature thereof, and such signature and seal when so used shall have the same force and effect as though manually affixed.



IN WITNESS WHEREOF, **THE GUARANTEE COMPANY OF NORTH AMERICA USA** has caused this instrument to be signed and its corporate seal to be affixed by its authorized officer, this 2nd day of October, 2015.

THE GUARANTEE COMPANY OF NORTH AMERICA USA

Stephen C. Ruschak, President & Chief Operating Officer

Randall Musselman, Secretary

STATE OF MICHIGAN
County of Oakland

On this 2nd day of October, 2015 before me came the individuals who executed the preceding instrument, to me personally known, and being by me duly sworn, said that each is the herein described and authorized officer of The Guarantee Company of North America USA; that the seal affixed to said instrument is the Corporate Seal of said Company; that the Corporate Seal and each signature were duly affixed by order of the Board of Directors of said company.



Cynthia A. Takai
Notary Public, State of Michigan
County of Oakland
My Commission Expires February 27, 2018
Acting in Oakland County

IN WITNESS WHEREOF, I have hereunto set my hand at The Guarantee Company of North America USA offices the day and year above written.

I, Randall Musselman, Secretary of **THE GUARANTEE COMPANY OF NORTH AMERICA USA**, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by **THE GUARANTEE COMPANY OF NORTH AMERICA USA**, which is still in full force and effect.



IN WITNESS WHEREOF, I have thereunto set my hand and attached the seal of said Company this 30th day of December, 2015

Randall Musselman, Secretary

PROPOSAL BIDFORM

Proposal Of: Thermal Comfort Air, Inc. (Prime Bidder)

For: Junction City Police Department HVAC System located at 210 E 9th St, Junction City, KS 66441.

The undersigned, having examined the Construction Documents and reviewed all conditions related to the project, hereby proposes to furnish all labor, materials, services, and equipment required in connection with or incidental to the construction. All work shall strictly conform to the following Construction Documents prepared by Deam&Deam L.L.C.:

DRAWING LEGEND:**COVER**

CV: LEGEND / LOCATION

MEP ENGINEERING:

ME1: Cover Sheet

ME2: Specifications

ME3: Specifications

M1: Demo HVAC Plan

M2: Overall HVAC Plan

M3: VRF HVAC Plan

M4: DOAS-Floor Plan

M5: HVAC Schedules

M6: VRF System Image

M7: VRF System Image

M8: HVAC Details

E1: Power Plan

E2: Electrical Schematic

Total Bid for entire project:

Four Hundred Forty Six Thousand One Hundred Fourteen Dollars (\$ 446,114)

Days of estimated completion for entire project 92 days.
Note: Working days after submittal approval and receipt of equipment.

ALTERNATES: NA

Bid Guarantee: The undersigned furnishes herewith a Bid Bond, Cashier's Check, or Certified Check in the amount of Five percent (5%) of the total Base Bid amount in compliance with the stipulations of the Instructions to Bidders Section of these Specifications and in compliance with KSA 60-1111.

Addenda: The undersigned hereby acknowledges receipt of the following Addenda to the Construction Documents. All provisions and requirements of these Addenda have been taken into consideration in the preparation of the foregoing proposal:

1 - 4

Continued-

Respectfully Submitted:

City Complete:

Legal Name of Corporation

State of Incorporation

Typed Name of Officer

Signature of Officer

Title of Officer

Date of Execution

Other Entities Complete:

Thermal Comfort Air, Inc.

Legal Name of Bidding Firm
410 N. Franklin, Junction City, KS 66441

Business Address
Shane Good

Typed Name of Officer

Signature of Officer
President

Title of Officer
12/30/19

Date of Execution

To be valid, the signature of the Officer must be witnessed and the Proposal dated.

Seal of Corporation:**Witness Complete:**

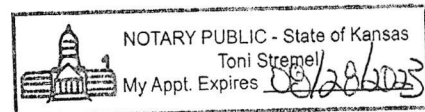
Toni P. Stremel
~~Tammy Melton~~

Typed Name of Witness

Signature of Witness
1524 Sharingbrook, Manhattan, KS 66503

Address of Witness
12/30/19

Date of Execution

END OF SECTION 00332

BID BOND

KNOW PEOPLE BY THESE PRESENTS, that we, the undersigned,
Thermal Comfort Air, Inc., 705 Pecan Circle, Manhattan, KS 66502 As Principal, and

Universal Surety Company as Surety, are hereby

held and firmly bound unto City of Junction City, 700 N. Jefferson Street, Junction City, KS 66441 as OWNER
in a penal sum of bid not to exceed 5% for the payment of which, well and truly to be made, we hereby jointly and
severally bind ourselves, successors and assigns.

Signed, this 30th day of December, 20 19.

The Condition of the above obligation is such that whereas the Principal has submitted to
City of Junction City a certain BID, attached hereto and hereby made a part
hereof to enter into a contract in writing, for the
HVAC Project for Junction City Police Department, 210 E. 9th Street, Junction City, KS 66441

NOW, THEREFORE,

(a) If said BID shall be rejected, or

(b) If said BID shall be accepted and the principal shall execute and deliver a contract
in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall
furnish a BOND for his faithful performance of said contract, and for the payment of all persons
performing labor or furnishing materials in connection therewith, and shall in all other respects perform
the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the
same shall remain in force and effect; it being expressly understood and agreed that the liability of the
Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as
herein stated.

The Surety, for value received, hereby stipulated and agrees that the obligations of said Surety and its
BOND shall be in no way impaired or affected by an extension of the time within which the OWNER
may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of
the then as are corporations have caused their corporate seals to be hereto affixed and these presents to be
signed by their proper officers, the day and year first set forth above.

Thermal Comfort Air, Inc. (L.S.)
Principal

Universal Surety Company

Surety

By: Alison Burton
Alison Burton, Attorney-in-fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most
current list (Circular 570 as amended) and be authorized to transact business in the state where the project
is located.

END OF SECTION 00631

UNIVERSAL SURETY COMPANY

Lincoln, Nebraska

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That the **UNIVERSAL SURETY COMPANY**, a corporation of the State of Nebraska having its principal office in the City of Lincoln, Nebraska, pursuant to the following Bylaw, which was adopted by the Board of Directors of the said Company on July 23, 1981, to wit:

"Article V-Section 6. **RESIDENT OFFICERS AND ATTORNEYS-IN-FACT.** The President or any Vice President, acting with any Secretary or Assistant Secretary, shall have the authority to appoint Resident Vice Presidents and Attorneys-In-Fact, with the power and authority to sign, execute, acknowledge and deliver on its behalf, as Surety: Any and all undertakings of suretyship and to affix thereto the corporate seal of the corporation. The President or any Vice President, acting with any Secretary or Assistant Secretary, shall also have the authority to remove and revoke the authority of any such appointee at any time."

Jeffrey J. Kruse or Michael W. Widman or Brooke Steiner or Alison Burton or Travis Say
or Sandra Wade, Manhattan, Kansas or Elizabeth A. Smoller, St. George, Kansas

its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver for and on its behalf, as Surety:
Any and all undertakings of suretyship

And the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its offices in Lincoln, Nebraska, in their own persons.

The following Resolution was adopted at the Regular Meeting of the Board of Directors of the **UNIVERSAL SURETY COMPANY**, held on July 23, 1981:

"RESOLVED, That the signatures of officers of the Company and the seal of the Company may be affixed by facsimile to any Power of Attorney executed in accordance with Article V-Section 6 of the Company Bylaws: and that any such Power of Attorney bearing such facsimile signatures, including the facsimile signature of a certifying Assistant Secretary and facsimile seal shall be valid and binding upon the Company with respect to any bond, undertaking or contract of suretyship to which it is attached."

All authority hereby conferred shall remain in full force and effect until terminated by the Company.

IN WITNESS WHEREOF, **UNIVERSAL SURETY COMPANY** has caused these presents to be signed by its President and its corporate seal to be hereunto affixed this 16th day of February, 20 18.

Carol J. Clark

Secretary/Treasurer

By

UNIVERSAL SURETY COMPANY

Curt L. Hartter

President



State of Nebraska

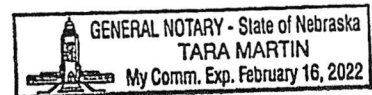
County

of

ss.
Lancaster

On this 16th day of February, 20 18, before me personally came Curtis L. Hartter, to me known, who being by me duly sworn, did depose and say that (s)he resides in the County of Lancaster, State of Nebraska; that (s)he is the President of the **UNIVERSAL SURETY COMPANY**, the corporation described in and which executed the above instrument; that (s)he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; that (s)he signed (his) (her) name by like order; and that Bylaw, Article V-Section 6, adopted by the Board of Directors of said Company, referred to in the preceding instrument, is now in force.

Tara Martin



My Commission Expires February 16, 2022.

Notary Public

I, Philip C. Abel, Director of **UNIVERSAL SURETY COMPANY**, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said **UNIVERSAL SURETY COMPANY**, which is still in full force and effect.

Signed and sealed at the City of Lincoln, Nebraska this 30th day of December, 20 19.

Philip C. Abel

Director



Junction City Police Department HVAC Project

Minutes for Post-Bid Meeting with Bidder

Location: Phone Meeting

Date & Time: January 31, 2020 at 11:00 AM

Speakers	Role	Company
Gary Palmateer	Bidder/Owner	Superior Plumbing
Jeff McKinley	Engineer	PKMR Engineering
Brett Deam	Architect	Deam & Deam
Rae Willis	Notetaker	Deam & Deam

General Notes:

This meeting was facilitated in regards to Superior Plumbing's bid of \$349,842 within 90 days to complete the project. In response to the bid being of different amounts to the other two (446,114 at 90 days, and 516,989 at 150 days), the Architect and Engineer contacted Palmateer to confirm the bid covers the entire scope of work.

There needs to be a minimization of changes and change orders and if there are any they need to be resolved ASAP before moving forward. We do not want to move forward prior to resolving any discrepancies.

Notes:

- The first question and main issue Jeff McKinley put forward was if the company that Superior Plumbing used for equipment was an approved and acceptable manufacturer. Superior used a the equipment PKMR specified.
- Brett has requested the contractor to make sure he goes over and preps front end work such as contracts.
- Palmateer did mention some of the special order equipment will take 3-4 weeks and one specifically will take 7-8 weeks to arrive once ordered.
- Brett questioned about in-house dry walling and repair versus contracting, and if the company would be comfortable with working with the original roofing company should it come to need it. Superior Plumbing uses mainly in-house instead of contracting out to subs some of the walling and repair, which could show the difference in prices between the bidders. He is willing to work with the original contractor if needed.
- Jeff and Brett asked if the contractor still felt that the time limit and the price was still accurate after reviewing the project and bid after this amount time. Palmateer has said he has gone over it many times since the bid to confirm nothing was missing after the bid (to possibly contribute to the price difference), but has said that he does feel that it is an accurate representation.

- After a final ask of remaining questions, Rae reminded Palmateer that the first paper work that would need to be completed would be the requested back-ground checks for anyone accessing the site. She recommended preparing the information for once it is needed.
- Upon asked after the meeting, the contractor stated they can start in around 2 weeks, provided a meeting with Scott and possibly Jeff to confirm that there are no issues and minimal impact to the JCPD's work flow.

Item Attachment Documents:

- e. Consideration of the Memorandum of Understanding between the Junction City Fire Department and CAMSO Manufacturing.

City of Junction City

City Commission

Agenda Memo

3 March 2020

From: Fire Chief Terry Johnson
To: Board of Commissioners
Subject: **Request for approval for memorandum of Understanding between City of Fire Department and CAMSO Manufacturing**

Background: CAMSO Manufacturing, of Junction City Kansas manufactures specialized track systems for agriculture use. In these processes the manufacturing system has confined spaces and vessels that require unique training and specialized skill set to provide rescue and extrication if needed during maintenance events the manufacturing process creates.

Discussion of Issue: CAMSO has approached the JCFD to provide Emergency response to confined space and vessel entry as part of the required functions to enter areas of restricted movement and egress. The JCFD has personnel that are qualified and skilled in the response to emergencies in confined spaces and vessels. The Memorandum of Understanding (MOU) attached is to provide service to CAMSO as standby responders for any entry into a confined spaces or vessels.

With this MOU also provides an annual donation for the maintenance of skills and equipment for the JCFD Technical Rescue Team to maintain the skill sets required to respond to technical rescue incidents.

The proposed amount is \$4000.00 annually to support the Technical Rescue Team. This partnership is a positive result of our Technical Rescue Teams hard work and the confidence of CAMSO manufacturing in our Personnel to provide the highest level of service at all times.

JCFD Does request the annual Donation of \$4000.00 be added to the JCFD Training Budget to support the ongoing Training of the JCFD Technical Rescue Team on an annual basis.

No Budget Impact;

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the MOU with CAMSO Manufacturing to Support the Technical Rescue Team as an Emergency Stand by for confined space and vessel entry with the donation of \$4000.00 per year added to the JCFD Training Budget to support the ongoing Training of the JCFD Technical Rescue Team on an annual basis.
2. Disapprove Approve the MOU with CAMSO Manufacturing to Support the Technical Rescue Team as an Emergency Stand by for confined space and vessel entry with the donation of \$4000.00 per year added to the JCFD Training Budget to support the ongoing Training of the JCFD Technical Rescue Team on an annual basis

Staff Recommends:

Approve the MOU with CAMSO Manufacturing to Support the Technical Rescue Team as an Emergency Stand by for confined space and vessel entry with the donation of \$4000.00 per year added to the JCFD Training Budget to support the ongoing Training of the JCFD Technical Rescue Team on an annual basis.

**MEMORANDUM OF UNDERSTANDING
FOR CONFINED SPACE RESCUE SERVICES
BETWEEN
THE CITY OF JUNCTION CITY FIRE DEPARTMENT
AND
CAMSO, MANUFACTURING, JUNCTION CITY KS**

THIS MEMORANDUM OF UNDERSTANDING (hereafter referred to as "this MOU") is between the **CITY OF JUNCTION CITY FIRE DEPARTMENT** (hereafter referred to as "JCFD") and the **CAMSO, MANUFACTURING** (hereafter referred to as "CAMSO").

I. PURPOSE

The purpose of this MOU is to outline a cooperative relationship between CAMSO and JCFD to provide specialized technical rescue services to the facility located at 2925 Industrial St. Junction City Kansas 66441.

II. TERM

The term of this MOU is valid from the date of the signing of this MOU on behalf of both parties, and shall remain in effect until it is terminated, within 30 days after notice. Unless terminated pursuant to the foregoing, the parties agree to review, in good faith, the terms of the Agreement as needed.

III. RESPONSIBILITIES

A. JCFD responsibilities:

1. JCFD will provide the appropriate Technical Confined Space resources to CAMSO to be available for Rescue stand by as required by OSHA.
2. Identify and coordinate, with CAMSO on the timing of general maintenance and immediate maintenance to limit schedule conflicts and delays in service.
3. JCFD and the City of Junction City accept liability for the equipment and as a result of use while in the possession of JCFD in the performance of Technical Confined Space Rescue services.
4. JCFD is responsible for maintaining personnel that are qualified to conduct Technical Confined Space Rescue.

B. CAMSO MANUFACTURING responsibilities:

1. Coordinate with JCFD's contact person, listed herein, for the JCFD to provide the needed coordination to ensure the timing of general maintenance and immediate maintenance to limit schedule conflicts and delays in service.
2. Notify JCFD at the initial contact of the need for Technical Confined Space Rescue services when practical a minimum of one (1) Week in advance for regular needs.
3. CAMSO agrees to provide supplemental donation of \$4,000.00 annually to assist in the maintenance of equipment and training for the JCFD Technical Rescue Team to maintain readiness for response to Technical Rescue Needs.

IV. **CONFIDENTIALITY**

Each party shall ensure information is kept confidential in accordance with applicable Federal, State and local law. Confidential information requires special precautions to protect it from loss, unauthorized use, access, disclosure modification and destruction.

V. **INDEMNITY**

The JCFD agrees to indemnify, defend and hold harmless CAMSO, its officers, agents and employees from any and all claims, injuries, losses or damage, which arise in any way out of or in connection with performance of this MOU by the JCFD or its officers, employees and agents and either directly or indirectly, from any act, error or omission or negligence of the JCFD's or any of its officers, employees or agents.

CAMSO agrees to indemnify, defend and hold harmless the JCFD, its officers, employees and agents from any and all claims, injuries, losses or damage, which arise in any way out of or in connection with performance of this MOU by the CAMSO or any of its officers, employees or agents and either directly or indirectly, from any act, error or omission or negligence of the CAMSO's or any of its officers, employees or agents.

VI. **NON-DISCRIMINATION CLAUSE**

The CAMSO and the JCFD mutually affirm that they shall not discriminate against any person in any aspect of education or employment, on the basis of race, color, ancestry, religion, gender, marital status, national origin, ethnic identification, age, sexual orientation, mental or physical disability, medical condition or status as a Vietnam-era veteran.

VII. **DISPUTES**

If a dispute arises for this MOU involving interpretation, implementation or conflict of policy or procedure, then the parties shall meet to resolve the problem. To the extent possible, both parties shall ensure any dispute will not disrupt the delivery of services.

VIII. TERMINATION OR CHANGES

Either party may terminate this MOU earlier by providing 30-days' written notice to the other party. Written notice of termination or changes to this MOU shall be addressed to the contact person listed herein.

Contact Person for the CAMSO:

Name: *Adrienne Burris*
Title: *HR manager*

Address: *1601 E. South Ave.*
Emporia KS 66801

Phone: *620 340 6500*

Email: *Adrienne.burris@camso.co*

The parties agree to comply with the terms in this MOU.

Contact Person for the JCFD:

Name: Jason Lankas
Title: JCFD Technical Services Team Leader
City of Junction City

Address: 700 North Jefferson St
Junction City KS 66441

Phone: 785-238-6822

Email: lankas.jason@jcks.com

IN WITNESS WHEREOF, The CAMSO, MANUFACTURING Services and The City of Junction City and City of Junction City Fire Department hereby agree to the terms of this MOU.

APPROVED FOR CAMSO



CAMSO, Manufacturing
Junction City, Kansas

Date: *2/20/2020*

APPROVED FOR THE CITY

Allen Dinkel
City Manager
City of Junction City
Junction City Kansas

Date: _____

Item Attachment Documents:

- f. Consideration of the request to apply for the 2019 Assistance to Firefighters Grant.

City of Junction City

City Commission

Agenda Memo

3 March 2020

From: Fire Chief Terry Johnson
To: Board of Commissioners
Subject: Request for approval for application of the 201p Assistance to Firefighters Grant

Background: Junction City Fire Department (JCFD) is in need of an exhaust system for the apparatus in the Fire Department Station Bays. The production of Diesel Exhaust in the Fire Station Bays effects the station through the soot and carcinogens left behind. This creates a potential for illness in firefighters and affects the building with residue from exhaust.

Junction City Fire Department (JCFD) has communications equipment that is past its life cycle and are in need of upgrading and replacing the radio equipment in use by the department. The radio equipment is rapidly becoming unsupported by the manufactures. This creates a definite need to acquire radio communications equipment to meet the needs of the department.

Discussion of Issue: The JCFD is seeking approval to apply for the 2019 Assistance to Firefighters Grant (2019 AFG). Through this grant the JCFD can improve the health of the firefighters through the exhaust removal system. This system would evacuate the exhaust to the outside and add to the protection of the firefighters and their structural gear. This request will install a National Fire Protection Association approved removal system that attaches to the apparatus and releases as the apparatus is driven out of the station.

Hazardous vehicle exhaust emissions in a fire station are a firefighter's most significant cancer health risk for the fire department. Eliminating this hazard from our fire stations with a code compliant vehicle exhaust capture and removal system is needed.

The project will encompass the needed acquisition of communications equipment to support the needs of the JCFD. The 2019 AFG requires that the department improve communications to meet the Project 25 compliance standards for emergency communications. The compliance includes the ability to operate with all agencies including Federal, State and Local. This is known as interoperable communications and is needed to ensure all agencies are able to communicate efficiently. This project will enable the JCFD to maintain the essential communications to preform our responsibility to our community and to our emergency service partners in the region, state and federal levels.

JCFD's request for a new system proposing P25 (Project 25 Compliance) and adding on the Kansas State Interoperable Communication System (KSICS) Radio Network. KSICS represents a unique opportunity to enhance interoperability among the first responders in the State of Kansas. KSICS was designed to provide shared system economies of scale while ensuring a public safety grade of service. KSICS is chartered to enable interoperable communications among local, state and federal government users in Kansas. State users began operational use of the network in June of 2012. It is currently being utilized by a growing number of other municipal agencies.

The KSICS Statewide 800 MHz wide-area P25 compliant trunked radio system offers users significant advantages including:

- Shared State-Wide Network allows for easy to use interoperability.
- Quick implementation, already built, tested and being used.
- Project 25 compliant standards-based network.
- Guaranteed network availability and grade of service.
- Statewide mobile coverage.

The system will include the current UHF system for Simulcasting and communications with agencies in Geary County

Cost for Radio Project: estimated at \$389,037.00

Cost for Exhaust Project: estimated at \$81,025.00

2019 AFG Grant: \$470,062.00

City 10%: 47,001.00

Budgeted from the Fire Equipment Reserve Fund No Budget Impact

Possible Motions:

1. Approve application of the 2018 Assistance to Firefighters Grant by the JCFD for the amount of \$470,062.00
2. Disapprove application of the 2018 Assistance to Firefighters Grant by the JCFD for the amount of \$470,062.00
3. Table the request.

Staff Recommendation: Approval of application of the 2018 Assistance to Firefighters Grant by the JCFD for the amount of \$470,062.00

Enclosures: Home Land Security Project-25-Resources-and-Information, APCO international P25 Document

What is P25 Compliance??

Formed in 1990 in accordance with an agreement between the Association of Public-Safety Communications Officials (APCO), the National Association of State Technology Directors (NASTD), and agencies of the U.S. federal government, Project 25 (P25) is a unique user-driven process that works with equipment manufacturers to establish current and emerging wireless land mobile radio (LMR) communications standards that meet the requirements of the public safety community. Project 25 is the only known user-driven emergency communications standards process in the U.S. The Department of Homeland Security Science and Technology Directorate leads the congressionally legislated P25 Compliance Assessment Program and supports SAFECOM recommendations related to emergency communication standards development.

<https://www.dhs.gov/science-and-technology/project-25-resources-and-information>

In Kansas, Public Safety Agencies use mobile work units that rely on electronic technologies for communication in their daily operations.

The need has been identified for separate agencies throughout the state to talk with each other effectively, working in cooperation, for the safety, health, and welfare of Kansans. This interagency communication, coordinating activity, requires an interoperable communication system that is the routing of voice between the consoles and the various radio sites in the system. A system designed with interoperability channels for better communication and coordination among all public safety entities will improve efficiency, safety and service throughout the state.

The Kansas Department of Transportation is responsible for implementing state communication systems. The state has migrated from VHF-Low Band systems to 800 MHz systems over that past 15 years. The first phase of this migration included the construction of 77 tower sites across the state, each hosting 3 800 MHz analog repeaters (one for Highway Patrol, one for Department of Transportation and the final set aside for the Board of Emergency Medical Services).

Over the past few years, Kansas has begun the process of updating each of these tower sites to host portions of a new Motorola P-25 digital wide-area trunking system. The state has two trunking controllers- a north controller located in Salina and a south controller located in Wichita. Each site has a 6 channel P-25 system installed. In addition, several counties (most recently, Leavenworth and Butler) have chosen to piggyback onto the system, adding additional channels to the system and multicasting tower sites around their counties.

The system also includes a Motobridge interoperability system that allows responders with differing bands of radios systems to communicate across the state. Each tower site has 8 additional channels installed covering the 800 MHz, UHF, VHF-High and VHF-Low band mutual aid calling and tactical channels. The Motobridge system is controlled by the Kansas Highway Patrol Central Communication facility in Salina.

https://wiki.radioreference.com/index.php/KSICS_Kansas_Statewide_Interoperable_Communication_System

APCO International

As public safety organizations and government agencies evaluate their mission critical Land Mobile Radio (LMR) system needs, many practitioners and operators reach similar conclusions:

- Radio spectrum is very congested
- Systems require voice and data functionality
- Voice quality is essential over the entire coverage areas
- Secure communication is a necessity
- Equipment interoperability based on the ANSI/TIA Standard process is a requirement
- Users are primarily public safety and very often include public service
- Independent assessment of equipment compliance to the ANSI/TIA Standard is needed
- Multi-manufacturer equipment interoperability is critical for marketplace competition

Upgrading a LMR communications network is a major undertaking in terms of time, energy, and expense. There are a number of standardized digital technology solutions available. They offer the potential to address many or all major concerns for public safety and they can provide a true platform for the future. However, the decision to "go digital" is only the first step. The different digital solutions are similar but all do not offer the same feature sets nor coverage solutions. This can make the selection difficult. Each one has its own set of features that may or may not suit the needs of public safety organizations and agencies.

The Association of Public-Safety Communications Officials International, Inc. (APCO International) is committed to continued support of Project 25 (P25), a long-standing partnership between the public safety communications community, standard development organizations and industry manufacturers. Each group's end goal is to satisfy the complex and evolving mission critical communication needs of users for interoperable LMR equipment and systems.

To accomplish the primary goal of having interoperable LMR equipment, users and manufacturers participating in the P25 process develop voluntary, consensus communications standards under the auspices of American National Standards Institute (ANSI)-accredited Telecommunications Industry Association (TIA). The P25 process (1) focuses on the practical realization of the significant benefits inherent to digital radio communications technologies and (2) promotes the competitive offering of compliant P25 equipment and systems for effective use by a highly diverse user community on a worldwide basis. Project 25 is unique in that it is an open, user driven standardization process, with

technical and operational requirements established through the participation of its stakeholders, including public safety practitioners from different countries representing different levels of government. The standards published by TIA establish the basis upon which:

- Manufacturers develop, implement, and competitively offer P25 equipment and systems
- Accredited laboratories conduct P25 compliance testing
- Users specify, procure, and operate P25 radios and communications infrastructure

With all stakeholders working together within Project 25, public safety organizations and agencies can realize the opportunity to advance technology along a common path that benefits the greatest number of users.

Project 25 defines system interfaces that are utilized to build P25 communications networks. TIA-102 Standards documents define the messages and procedures required for P25 features to operate across the P25 system interfaces. Project 25 does not define equipment, just the messages and procedures across the P25 Interfaces.

P25/TIA-102 system interfaces support multiple air interfaces and wireline interfaces. The table below provides a view of the wireline interfaces that can be used to support the three different air interfaces.

<https://www.apcointl.org/spectrum-management/spectrum-management-resources/interoperability/p25/>

Diesel and Vehicle Exhaust Hazards

Nature of the Hazard. Diesel engines, used in fire apparatus, produce a mixture of toxic particulates and gases as the result of the combustion process. The composition of this exhaust product depends on several factors such as the specific fuel used, temperature of the engine, condition of the engine, cleanliness of the air intake filter, among others. An analysis of general diesel engine exhaust has revealed a variety of extremely toxic substances at significant concentrations, including:

Oxides of Nitrogen; any combustion in air will produce various nitrogen oxides. Short term exposures can cause respiratory tract irritation and infections, Long term exposures result in lung tissue damage and difficulty in breathing.

Carbon Monoxide; this chemical is produced as a by-product of combustion. Exposure to high levels of carbon monoxide causes death by tying up the hemoglobin in blood and preventing oxygen intake by the body. Exposure to carbon dioxide at lower concentrations causes headaches, dizziness, weakness, and neurological problems.

Volatile Organic Compounds (VOCs); these compounds are a class of carbon based chemicals such as benzene, toluene, phenol, and chlorinated solvents. Many of these chemicals cause a variety of adverse health effects such as headaches, nausea, neurological disorders, respiratory irritation, and liver damage. Some VOCs are known or suspected carcinogens.

Polyaromatic Nuclear Aromatics (PNAs); PNAs are a class of relatively large, complex chemicals principally formed during the combustion processes. In diesel exhaust, these chemicals often adhere to the soot particles. Most PNAs are documented carcinogens.

Much of the diesel exhaust is invisible including the smaller soot particles. This means that exposure cannot always be detected. Furthermore, diesel exhaust can penetrate into clothing, furniture and other items with which firefighters have routine contact, where it can be later released after the initial exposure or absorb into the firefighters' skin. Continued exposure to diesel fuel emissions has been linked to cancer and other serious health disorders.

Extent of Problem at the Station. Both the National Institute for Occupational Safety and Health (NIOSH) and the U. S. Occupational Safety and Health Administration (OSHA) have declared human exposure to diesel exhaust as a potential occupational carcinogenic (cancer causing) hazard through toxicological studies. A 1985 study commissioned by IAFF involved the measurement of diesel exhaust emissions at selected fire stations in New York, Boston, and Los Angeles. This study indicated that the most significant source of firefighter exposure to diesel exhaust was from the exhaust remaining in the station after the engine start. Some variations in the study results were identified, based on differences in climate, station design, number of runs per tour, and whether the firefighters smoked or not.

<https://www.usfa.fema.gov/downloads/pdf/publications/fa-168.pdf>

Item Attachment Documents:

- g. Consideration to apply for the 2020 Kansas Fire Assistance Grant.

City of Junction City

City Commission

Agenda Memo

3 March 2020

From: Fire Chief Terry Johnson
To: Board of Commissioners
Subject: **Request for approval to apply for the 2020 Kansas Fire Assistance Grant**

Background: JCFD is a member of the Flint Hills Task Force to respond to Wildland Urban Interface Fires in Kansas. As part of this task force we have been offered the opportunity to apply for a grant with the Kansas Forestry Commission as part of the Fire Assistance Program.

Discussion of Issue: JCFD is a community that faces the hazards of Wild Land Urban Interface Fires as much of Urban and Rural Kansas does. The Forestry Fire Assistance Grant allows for a 50% match for the purchase of Equipment and Protective Equipment for Wild Land Urban Interface Fires. The primary response of JCFD in support of Local, Regional and State incidents is important to the protection of our communities and this grant will assist our budget in stretching our funds further.

Grant Request: \$4,626.00

50% Match: \$2,313.00

No Budget Impact; Equipment Fund Budgeted

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the JCFD to apply for the Kansas Fire Assistance Program for the amount of \$4,626.00 with a 50% match of \$2,313.00
2. Disapprove Approve the JCFD to apply for the Kansas Fire Assistance Program for the amount of \$4,626.00 with a 50% match of \$2,313.00

Staff Recommends:

Approve the JCFD to apply for the Kansas Fire Assistance Program for the amount of \$4,626.00 with a 50% match of \$2,313.00