

City of Atkins City Council Meeting Regular Session

Tuesday, June 11, 2024 at 6:30 p.m.

City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206

The meeting is to be broadcast on <https://www.youtube.com/@CityofAtkinsIA>. Public comments may be received at the office of the City Clerk, Atkins City Hall, 480 Third Avenue, Atkins and as provided in-person below.

Contact the City Clerk at 319-446-7870 or email cityhall@cityofatkins.org if you plan to speak before the Council on an agenda item.

NOTICE AND CALL OF PUBLIC MEETING. The Mayor and Council welcome comments from the public during public input time. You are required to approach the podium and state your name and address for the record and to limit the time used to present your remarks in order that others may be given an opportunity to speak. The order of business is at the discretion of the Chair. The meeting may be recorded.

A G E N D A

Pledge of Allegiance

1. Call to order and roll call by Mayor Bruce Visser.
2. Approve the Agenda
3. Consent agenda:
 - a. Approve City Council Minutes of May 21, 2024 (Special Session)
 - b. List of Bills for Approval
 - c. Resolution authorizing payment of contractor's pay request 4 in the amount of \$52,934.31 to Ralston Eco Homes LLC of Shellsburg, Iowa per IEDA CONTRACT 20-DRH-013.
4. Resolution approving Library employees wage increases.
5. Resolution approving a vehicle purchase for the Fire Department from Karl Chevrolet for the total amount of \$44,897
6. Resolution approving the purchase of three replacement water hydrants from DSG-Cedar Rapids for the total amount of \$16,581.
7. Resolution approving the purchase of installation of three water hydrants from Ken-Way Trucking for the total amount of \$15,182.
8. Resolution approving Contract Amendment #01 with Solum Lang Architects, LLC in the amount of \$39,700 for revisions to the final design and construction documents for the Atkins Fire Station. Original contract amount of \$206,600 for a total contract amount of \$246,300.
9. Reports:
 - a. Mayor's Report
 - b. Interim City Administrator's Report
 - c. Council member Reports
10. Future Agenda Item Discussion:

11. Public input for items not on the agenda. Comments are limited to 3 minutes.

Correspondence received:

12. Closed session pursuant to Iowa Code section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

13. Next regular council meeting to be held June 25, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

14. Adjournment.

This Notice is given at the direction of the mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the City of Atkins, Iowa.

Posted June 10, 2024, City Hall and Post Office.

**City of Atkins City Council Meeting
Special Session Minutes
Tuesday, May 21, 2024 at 6:30 p.m.
City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206**

An Open House for the Fire Station Design plans was held from 6:00 – 6:30 p.m.

Mayor Bruce Visser called the meeting to order at 6:38pm.

Present were Council members EJ Bell, Trevor Dursky, David Fisher, Jim Koehn, Samantha Petersen, and Mayor Bruce Visser. Also present were Interim City Administrator Sandi Fowler, Deputy Clerk Amy Breese, and various members of the public.

Koehn moved to approve the agenda. Petersen seconded the motion. Fisher then moved to amend the agenda to remove item #7, Resolution selecting the design and establishing a proposed timeline for the 2024 Fire Station Project. Dursky seconded. Ayes: Bell, Dursky, Fisher, Petersen. Nays: Koehn. Motion carried. The original motion to approve the agenda was then voted, ayes: Bell, Dursky, Fisher, Koehn, and Petersen, nays: none. Motion carried.

Koehn moved to set the Public Hearing for May 28, 2024, at 6:30pm for the City of Atkins, Iowa, Budget Amendment for Fiscal Year July 1, 2023 – June 30, 2024. Petersen seconded the motion. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen. Nays: None. Motion carried.

Presentation was made by Al Buck and Michael Fritz of Solum Lang Architects regarding the Atkins Fire Station Project.

The council meeting was paused 6:50-7:05pm due to storm warning.

Comments from the public were received. Comments are limited to three minutes. Five residents spoke at the meeting. Written correspondence was received prior to the meeting. Fifteen signed letters were received, eight in support of the original fire station plan, four in support of approving a fire station plan, and three with questions or comments only.

Council discussed the Fire Station Design options.

The next regular City Council meeting will be held May 28, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Koehn moved to adjourn the meeting. Dursky seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen. Nays: None. Motion carried.

Adjournment 9:12pm.

Amy Breese, Deputy Clerk

Bruce Visser, Mayor

CITY OF ATKINS - ACCOUNTS PAYABLE RUN
 CLAIMS REPORT 06.10.24

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE	NOTES
USPS - POSTMASTER	POSTAGE FOR MAY24 BILLS	323.83	10793	5/30/2024	**CHECK PRINTED PRIOR TO CHECK RUN**
PAYROLL EMPLOYEE CHECKS	PAYROLL 5/19/24-6/1/24	9138.66	10794-10802	6/7/2024	**PAYROLL EMPLOYEE CHECKS**
RALSTON ECO HOMES, LLC.	CDBG-DR GRANT EXP REIMB	52,934.31	10803	6/6/2024	**CHECK PRINTED PRIOR TO CHECK RUN**
STONE RIDGE DEVELOPING	TIF REBATE 11/2016-3/2023	39,070.01	10804	6/6/2024	**CHECK PRINTED PRIOR TO CHECK RUN**
EFTPS	FED/FICA TAX	2,931.38	13274390	6/7/2024	**ELECTRONIC PAYMENT**
AMY BREESE	HSA 6/7/24	50	13274391	6/7/2024	**ELECTRONIC PAYMENT**
TODD DAMON	HSA 6/7/24	111.53	13274392	6/7/2024	**ELECTRONIC PAYMENT**
MIKE RAMMELSBURG	HSA 6/7/24	73.07	13274393	6/7/2024	**ELECTRONIC PAYMENT**
JARROD TOMILNSON	HSA 6/7/24	200	13274394	6/7/2024	**ELECTRONIC PAYMENT**
ALLIANT ENERGY	UTILITY EXP	11020.54	10805	6/11/2024	
ATKINS LUMBER CO. INC.	SUPPLIES	284.05	10806	6/11/2024	
ATKINS TELEPHONE CO..INC.	TELEPHONE	596.93	10807	6/11/2024	
BADGER METER	ORION CELLULAR	91.37	10808	6/11/2024	
BAKER & TAYLOR	BOOKS	147.95	10809	6/11/2024	
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3079.76	10810	6/11/2024	
D P PROPERTIES	CLEANING LIBRARY-MAY 24	928	10811	6/11/2024	
DEMCO	BOOKSHELF DIVIDERS	712.19	10812	6/11/2024	
DUBALL, PAMELA	MILEAGE - MAY 2024	30.15	10813	6/11/2024	
ECICOG	CDBG-DR GRANT	1,687.50	10814	6/11/2024	
EMC INSURANCE COMPANIES	ADDTNL PREMIUM	121	10815	6/11/2024	
ESG PROFESSIONAL ACCOUNTA	MAY SERVICES	4,360.50	10816	6/11/2024	
FELD EQUIPMENT COMPANY INC	FD SUPPLIES	3,192.70	10817	6/11/2024	
FOWLER PUBLIC SECTOR CONS	CONSULTING 042924-060924	24,687.50	10818	6/11/2024	
G & H ELECTRIC	SERVICE	3,020.00	10819	6/11/2024	
GAZETTE COMMUNICATIONS, Inc.	MINUTES 5/14	369.27	10820	6/11/2024	
ION ENVIRONMENTAL SOLUTIO	LABS	1465	10821	6/11/2024	
IOPONICS	ANIMAL PRESENTATION	138.75	10822	6/11/2024	
IOWA ONE CALL	LOCATES	46.9	10823	6/11/2024	
IRON MOUNTAIN INCORPORATED	4/24/24-5/28/24	121.38	10824	6/11/2024	
JARROD TOMILNSON	MAY 24 MILEAGE	40	10825	6/11/2024	
LYNCH DALLAS, P.C.	LEGAL SERVICES MAY 2024	1,716.00	10826	6/11/2024	
M & D MINI STORAGE	Derecho - costs	70	10827	6/11/2024	
MENARD'S	SUPPLIES	36.77	10828	6/11/2024	
MIDAMERICAN ENERGY	UTILITY EXP	156.27	10829	6/11/2024	
POWESHIEK WATER ASSOICATION	UTILITY EXP	105	10830	6/11/2024	
QUILL	SUPPLIES	35.07	10831	6/11/2024	
SNYDER & ASSOCIATES	ENGINEERING	2,459.70	10832	6/11/2024	
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	789.89	10833	6/11/2024	
TRIONFO SOLUTIONS, LLC	LIFE INS - JUNE 2024	90.33	10834	6/11/2024	
TRUGREEN	LAWN MOWING	2,805.00	10835	6/11/2024	
U S CELLULAR	CELL PHONES	247.65	10836	6/11/2024	
VAN METER INC.	SUPPLIES	25.12	10837	6/11/2024	
WASTE MANAGEMENT	GARBAGE COLLECTION	17,345.63	10838	6/11/2024	
XCESSORIES SQUARED	SIGN PARTS	91	10839	6/11/2024	
JARROD TOMILNSON	MILEAGE - MAY 2024	150.08		6/11/2024	
Accounts Payable Total		177,919.08			VERIFIED AMT 6/10/24-AB
Invoices: Paid		95,694.13			VERIFIED AMT 6/10/24-AB
Invoices: Scheduled		82,224.95			VERIFIED AMT 6/10/24-AB
Payroll Checks		9,138.66			VERIFIED AMT 6/10/24-AB
***** REPORT TOTAL *****		<u>187,057.74</u>			
NO FUND ASSIGNED					
GENERAL		120,546.78			
ROAD USE TAX		5,630.07			
TAX INCREMENT FINANCING		39,070.01			
FEMA		70			
CDGG-DR HOUSING GRANT		1,687.50			
WATER		10,777.88			
SEWER		9,275.50			
TOTAL FUNDS		<u>187,057.74</u>			

RESOLUTION NO.

**A RESOLUTION AUTHORIZING PAYMENT OF CONTRACTORS PAY REQUEST 4
IN THE AMOUNT OF \$52,934.31 TO RALSTON ECO HOMES LLC OF
SHELLSBURG IOWA PER IEDA CONTRACT 20-DRH-013**

WHEREAS, the City of Atkins (City) has a contract agreement with Iowa Department of Economic Development (IEDA), East Central Iowa Council of Governments (grant administrator) and Ralston Eco Homes LLC (Contractor to execute the IEDA CONTRACT 20-DRH-013 (contract) program as described in the agreement, and

WHEREAS, the 20-DRH-013 contract program is for New Resilient Affordable Single-Family Housing in the City for derecho disaster recovery, and

WHEREAS, the funds for the contract are pass-through funds provided to the City by IEDA for pass-through to the contractor, and

WHEREAS, the City has requested the proper pass-through funds from IEDA, via the grant administrator on document GAX 5 dated 4/25/2024, and

WHEREAS, the contractor has submitted pay request 4 in the amount of \$52,934.31 for the contract duties completed 02/01/2024-04/25/2024, and

WHEREAS, the grant administrator and the architect have reviewed the contractor pay request 4 as submitted and finds the request proper,

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Atkins, Iowa, hereby approves the following:

Section 1: Directs and authorizes the Mayor and City Clerk to execute the contractor payment request 4 in the amount of \$52,934.31 to Ralston Eco Homes LLC of Shellsburg, Iowa per the IEDA CONTRACT 20-DRH-013 for work completed, and

Section 2: City payment to Ralston Eco Homes LLC is contingent upon receipt of grant funds.

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator

Attach supporting documentation
to the back of this form

STATE OF IOWA

GAX

BUDGET FY 2023		General Accounting Expenditure										DOCUMENT NUMBER 5				
		<small>DATE</small> 4/25/2024					<small>ACCTG PERIOD (mm/yy)</small> 2/1/2024-4/25/2024									
<small>VENDOR CODE</small>					<small>AGENCY NAME</small>											
<small>VENDOR NAME AND ADDRESS</small> City of Atkins PO Box 171 Atkins, IA 52206					<small>BILL TO ADDRESS (ORDERING AGENCY)</small> Iowa Economic Development Authority 1963 Bell Avenue, Suite 200 Des Moines, Iowa 50315					<small>SHIP TO ADDRESS</small>						
<small>TERMS</small>			<small>FOB</small>		<small>ORDER APPROVED BY</small>					<small>GOODS RECEIVED/SERVICES PERFORMED</small>						
										<small>DATE</small> <small>INITIALS</small>						
<small>QUANTITY</small>			<small>VENDOR'S INVOICE NUMBER</small>													
<small>ORDERED</small>	<small>RECEIVED</small>	<small>UNIT OF MEASURE</small>			<small>UNIT PRICE</small>					<small>TOTAL PRICE</small>						
					Request for Payment under 2019 CDBG-DR Contract Number: 20-DRH-013 Report Number: 5					\$ 52,934.31						
DOCUMENT TOTAL										\$ 52,934.31						
CLAIMANT'S CERTIFICATION					AGENCY CERTIFICATION											
I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.					I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY:											
DATE 4/25/2024 TITLE Mayor, City of Atkins					CODE OR CHAPTER SECTION(S)											
<small>CLAIMANT'S SIGNATURE</small>					<small>AUTHORIZED SIGNATURE</small>											
<small>THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY</small>																
<small>DOC TYPE (GAX)</small> GAX		<small>DOC NUMBER</small> 5			<small>DOC DATE</small>		<small>ACCTG PRD</small>	<small>BUDGET FY</small> 21	<small>ACTION NEW/MOD</small>	<small>PO SHIP INSTR</small>	<small>GAX TYPE</small>	<small>INT IND</small>	<small>INT SELLER FUND</small>	<small>INT SELLER AGCY</small>		
<small>VENDOR CODE</small>		<small>ADDR OVERRIDE</small>		<small>F/A INDICATOR</small>	<small>LEFT IND</small>	<small>TEXT -po's only (Y/N)</small> Y			<small>TEXT (po's only)</small>							
<small>REF DOC TYPE</small>		<small>REF DOC NUMBER</small>			<small>REF DOC LINE</small>		<small>COM LN</small>	<small>VEND INVOICE #</small>		<small>COMMODITY CODE</small>		<small>GS CONTRACT</small>				
<small>LINE</small>	<small>FUND</small>	<small>AGCY</small>	<small>ORG</small>	<small>SUB ORG</small>	<small>ACTV</small>	<small>FUNC</small>	<small>OBJT</small>	<small>SUB OBJT</small>	<small>JOB NUMBER</small>	<small>REP CAT</small>	<small>QUANTITY / UNITS</small>	<small>I/D</small>	<small>DESCRIPTION</small>	<small>AMOUNT</small>	<small>I/D</small>	<small>P/F</small>
01	0001	269	C500				4125							\$ 52,934.31		
02																
03																
04																
05																
06																
07																
DOCUMENT TOTAL										\$ 52,934.31						

GAX

WARRANT #

AUDITED BY

PAID DATE

RESOLUTION NO.

A RESOLUTION APPROVING LIBRARY EMPLOYEES WAGE INCREASE

Whereas, the City Council of the City of Atkins has received the Library Board Minutes of June 4, 2024, requesting and increase in pay rate for employees Peggy Epping, Melanie Cook, and Pamela Duball, and

Whereas, the last pay increase that was given to Peggy Epping, Melanie Cook, and Pamela Duball was October 9th, 2022, and

Whereas, the Director, Pamela Duball received her Certification of Endorsement in December, 2023, and

Now Therefore Be It Resolved; the City Council of the City of Atkins approves the Library Boards employee wages as follows:

Peggy Epping	\$16.05 per hour to begin June 16 th , 2024
Melanie Cook	\$16.05 per hour to begin June 16 th , 2024
Pamela Duball	\$33.00 per hour to begin June 16 th , 2024

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator

Atkins Public Library Board Trustee Meeting Minutes

Library Meeting Room

Tuesday, June 4th, 2024 @ 10:30AM

Meeting called to order by President John Fiala.

Present- President John Fiala, Terry Carney, Pamela Duball, Donna Scheer. and Michelle Lochner.

Secretary's report for May was reviewed. Scheer made motion to approve minutes, Carney second motion. Motion carried.

Financial report- Reviewed financial report. Carney made a motion to approve the financial report, Scheer seconded motion, motion carried.

Lochner asked about the unused expenditures that we will have at the end of FY. Discussion on the needs that we have wanted to do this year that have not been completed. Board has decided to do a Resolution listing the needs for the rollover request. Carney made a motion to approve we do a Resolution for the unspent FY24 expenditures stating needs, Scheer seconded motion, motion carried.

Unfinished Business-

- Director updated Trustees on the raising of the CC limit per board Trustee approval at Board meeting dated January 18th, 2023, and recent Board meeting on March 4th, 2024, raising the CC limit from \$500.00 to \$2000.00. Director and President Fiala did meet with Interim City Admin about this matter in March. The Director shared at the May meeting that nothing has changed. Director also talked with Interim City Administrator earlier in May about where things are at on the CC limit for the Library. The Library CC limit was going to be on the May 28th City Council meeting. Director will reach out to see when this will make the agenda for City Council.
- The board reviewed staff members for pay raises. The last pay raises were given on October 9th, 2022. Decisions were made based on the last pay raises being over 19 months, how the library has grown and its accomplishments, and the Director completing and receiving Certificate of Endorsement in December of 2023. Carney made a motion to give a 7% raise (\$16.05 per hour) to our Children's Librarian Peggy Epping and our Library Technician Melanie Cook, along with a 10% raise (\$33.00 per hour) to the Director Pamela Duball. The effective date for the raise is June 16th, 2024. Scheer seconded the motion, motion carried. Director will prepare a Resolution for the wage increase.

New Business-

- Resolution #2024-06-04 was presented for approving invoice for Wartburg College Ioponics program. Carney made a motion to approve Resolution #2024-06-04, Scheer seconded motion, motion carried.

Public Comments- None

Boards Report- None

Director's Report-

- The library had 387 patrons in the library in May with 20 programs and 241 attending programs. There was a total of 628 using the library in the month of May.
- The library had 43 pavilion rental calls for the month of May with 13 pavilion rental walk-ins, 4 pavilion emails and 22 pavilion rental agreements/receipts.
- The library had 368 check outs in May with 337 check ins and 61 in house transactions.
- The library had 17 records added, 874 records modified, 7 records deleted, and 9 patrons added to our library family in the month of May.
- Working on having a gentleman come in and do a summer reading program kickoff that will donate handmade bird houses.
- FOL paid for the Llama visit on May 31st with funds donated from ATC for our Summer Program.
- Our junior non-fiction has a new look. We purchased new signage. DEMCO has also given us a whole second set of signage due to an error on their behalf. This saved us \$450.00. We will be able to set up our children's area with the new signage.

Bills to be approved- Lochner made motion to pay the bills, Fiala seconded the motion, motion carried.

ATC	Phone	0013000600	\$67.31
Amazon	Supplies	114-7947190-0241040	\$256.60
DP Properties LLC	Cleaning	100517	\$508.00
Baker&Taylor	Books	2038305699	\$124.02
Demco	Shelf signage/ Labels/STEM Trays	7478826	\$712.19
Baker&Taylor	Books	2038329193	\$23.93
Pamela Duball	Mileage		\$30.15
Wartburg College Ioponics	Program	06.17.24Atkins	\$138.75

Total Expenses- **\$1,347.75**

Income:

Copies for April	\$33.60
Park Pavilion	\$330.00

Total income for Library **\$33.60**

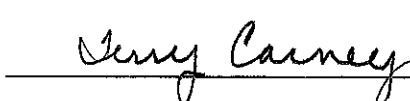
Total income for Park Pavilion (City income) **\$330.00**

Next Board Meeting- Set for June 17th, 2024, at 4:00pm

Adjournment- Lochner made a motion to adjourn, Scheer seconded motion, motion carried.

 Date: 6-5-24

John Fiala, President

 Date: 6/5/24



City Council Agenda Item Cover Sheet

Submitting Department: Fire

Name of Presenter at Meeting: Ben Kurka

Wording of item for Agenda: Resolution approving a vehicle purchase for the Fire Department from Karl Chevrolet for the total amount of \$44,897

Background:

Funding was approved for FY24 to replace one of the Fire Department’s aging vehicles. The proposal is to replace a current vehicle which was purchased used, several years ago. The current vehicle is a two-wheel drive box style body former ambulance, and the replacement would be a four door, four-wheel drive pickup.

Due to supply issues from the manufacturer, the vendor is unable to supply the previously approved vehicle purchase. Quotes for three similarly equipped vehicles that are available were procured, with the 2024 Ram 2500 (DJ7L91) Tradesman 4x4 Crew Cab 6’4” Box vehicle from Karl Chevrolet is the vehicle that most fits the Fire Department’s needs for a competitive price.

Karl Chevrolet	2024 Ram 2500 Tradesman 4x4 Crew Cab	\$44,897
McGrath	2024 Silverado 2500HD Custom	\$57,015
Thys Motor Co.	2024 Ram 2500 Tradesman 4x4 Crew Cab	\$50,874

The proposal is for a “work truck” fleet style model. By building out options such as a topper and full length slide out tray in the bed, this vehicle will be better equipped to address the needs of the fire department. The vehicle will be outfitted with emergency lighting, siren, and a mobile radio like the other vehicles. The new vehicle will give us the ability to transport equipment, supplies, personnel, etc., during incident responses, trainings, and community events.

Recommended Action: Approve the resolution.

Time Sensitivity: Immediate to secure the vehicle that is currently available.

Resolution Date/Council Meeting Date: Council Meeting- June 11, 2024

Budget Information: Budgeted \$70,000 for FY24. In addition to the vehicle cost, separate purchases will need to be approved for portions of the upfitting (lights, siren, radio, etc.)

RESOLUTION NO.

A RESOLUTION APPROVING A VEHICLE PURCHASE FOR THE FIRE DEPARTMENT FROM KARL CHEVROLET FOR THE TOTAL AMOUNT OF \$44,897

WHEREAS, Resolution No. 2024-03-09 was approved on March 26, 2024, authorizing the purchase of a vehicle for the Fire Department from Karl Chevrolet via the State of Iowa Department of Administrative Services master purchasing contract, and

WHEREAS, the replacement vehicle is a work-truck fleet style model, and will be equipped to address the needs of the fire department, including emergency lighting, siren, and a mobile radio, and

WHEREAS, Karl Chevrolet has relayed that they are unable to procure the vehicle specified via the state contract due to supply issues from the manufacturer, and

WHEREAS, quotes were obtained for similar vehicles to identify a suitable substitute vehicle that is currently available for purchase by the Fire Department, now therefore

BE IT RESOLVED, that the City Council of the City of Atkins, Iowa, approves the purchase of a 2024 Ram 2500 (DJ7L91) Tradesman 4x4 Crew Cab 6'4" Box from Karl Chevrolet, 1101 Southeast Oralabor Road, Ankeny, IA 50021, for the total amount of \$44,897.

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator



City Council Agenda Item Cover Sheet

Submitting Department: Utilities

Name of Presenter at Meeting: Sandi Fowler

Wording of item for Agenda: Resolution approving the purchase of three replacement water hydrants from DSG-Cedar Rapids for the total amount of \$16,581.

Resolution approving the purchase of installation of three water hydrants from Ken-Way Trucking for the total amount of \$9,951.

Background: The City of Atkins has budgeted to preventatively replace water hydrants each year that are reaching the end of their useful life. The budget is planned to replace three hydrants each year for approximately \$40,000.

Hydrants at 411 B Avenue, 325 2nd Street, and Railroad & Northview are slated for replacement. These hydrants are on old water mains and valves that may have issues with turning service off to them.

As required by the City’s procurement policy, quotes for sought from three vendors for both the purchase and installation of the three hydrants.

Purchase of three (3) Hydrants and associated Parts	DSG-Cedar Rapids \$16,581 (low bid)	Ken-Way Trucking \$34,101	Dave Schmitt Construction No Bid
Installation of three water hydrants	Ken-Way Trucking \$15,182 (low bid)	Schrader Excavating & Grading \$22,800	Dave Schmitt Construction No Bid



Recommended Action: Approve Resolutions authorizing the purchases.

Time Sensitivity: Immediate desire to get the work done during June 2024 as contractor has availability.

Resolution Date/Council Meeting Date: Resolutions 6/11/2024

RESOLUTION NO.

**A RESOLUTION APPROVING THE PURCHASE OF THREE REPLACEMENT
WATER HYDRANTS FROM DSG-CEDAR RAPIDS**

Whereas, the City of Atkins has budgeted to preventatively replace water hydrants each year that are reaching the end of their useful life, and

Whereas, the City desires to purchase three replacement water hydrants and associated parts for installation, now therefore

BE IT RESOLVED, that the City Council of the City of Atkins, Iowa, approves the purchase of three (3) water hydrants and associated parts for installation from DSG-Cedar Rapids, 5715 6th Street SW, Cedar Rapids, Iowa 52404, for the amount of \$16,581.

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator

RESOLUTION NO.

**A RESOLUTION APPROVING THE PURCHASE OF INSTALLATION OF
THREE WATER HYDRANTS FROM KEN-WAY TRUCKING FOR THE
TOTAL AMOUNT OF \$15,182.**

Whereas, the City of Atkins has budgeted to preventatively replace water hydrants each year that are reaching the end of their useful life, and

Whereas, the City desires to purchase the installation of three water hydrants from Ken-Way Trucking of the total amount of \$15,182, now therefore

BE IT RESOLVED, that the City Council of the City of Atkins, Iowa, approves the purchase of three (3) water hydrants and associated parts for installation from Ken-Way Trucking, PO Box 237, Walford, Iowa 52351, for the amount of \$15,182.

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator

RESOLUTION NO.

A RESOLUTION APPROVING CONTRACT AMENDMENT #01 WITH SOLUM LANG ARCHITECTS, LLC FOR REVISIONS TO THE FINAL DESIGN AND ONSTRUCTION DOCUMENTS FOR THE ATKINS FIRE STATION PROJECT

WHEREAS, the City of Atkins entered into a Contract with Solum Lang Architects LLC, Cedar Rapids, Iowa for engineering services related to the design and construction of the Atkins Fire Station Reconstruction project on September 24, 2021, for a fixed cost of \$206,500, and

WHEREAS, Resolution No. 2024-05-08 was approved on May 28, 2024, to select the design and establish a proposed timeline for the 2024 Fire Station Project, and

WHEREAS, the design selected requires revision to the final design and construction documents to reduce the Apparatus Bay length 8 feet in the north-south direction to utilize and expand the existing City Hall parking lot, and to adjust the location of the fire station on site as required to utilize the existing City Hall Parking lot. Adjustments will be made to architectural, structural, mechanical, electrical, plumbing, and civil engineering design as required, now therefore

BE IT RESOLVED, that the City Council of the City of Atkins, Iowa, approves Contract Amendment #01 with Solum Lang Architects, LLC in the amount of \$39,700 for revisions to the final design and construction documents for the Atkins Fire Station. Original contract amount of \$206,600 for a total contract amount of \$246,300.

Passed this 11th day of June, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:

Sandi Fowler, Interim City Administrator



AIA Document G802[®] – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Atkins Fire Station
Atkins, IA 52206

AGREEMENT INFORMATION:
Date: 09/24/2021

AMENDMENT INFORMATION:
Amendment Number: 01
Date: 05/17/2024

OWNER: *(name and address)*
City of Atkins
480 3rd Ave
PO Box 171
Atkins, IA 52206

ARCHITECT: *(name and address)*
Solum Lang Architects, LLC
1101 Old Marion Rd NE
Cedar Rapids, IA 52402

The Owner and Architect amend the Agreement as follows:

Revise the Final Design and Construction Documents to reduce Apparatus Bay length by 8 feet in north-south direction to utilize and expand the existing City Hall parking lot. Adjust location of fire station on site as required to utilize existing City Hall parking lot. Adjustments shall be made to Architectural, Structural, Mechanical, Electrical, Plumbing and Civil Engineering designs as required.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Thirty-Nine Thousand Seven Hundred Sixty Dollars (\$39,760.00) as a stipulated sum.

Schedule Adjustment:

Ninety (90) days from the date of amendment approval.

SIGNATURES:

Solum Lang Architects, LLC

ARCHITECT *(Firm name)*

SIGNATURE

Al Buck, Partner

PRINTED NAME AND TITLE

05/17/2024

DATE

City of Atkins

OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE