

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREET
REGULAR MEETING
Monday, December 2, 2019 – 6:30 P.M.

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

1. Call meeting to order
2. Approval of agenda
3. Consent agenda
 - a. Minutes from 11-13-2019, 11-18-19
 - b. Expenditures for 12-2-2019
 - c. Liquor license-Riverside Travel Mart
4. Committee minutes
5. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
6. Resolution #120219-04 Set Public Hearing to rezone Property from P-1 to R-1 to complete the sale. **Pg. 6**
7. Fire Department
 - a. Approve Brogan Carolan Fire Cadet program
 - b. Approve Felicia Braver, Coby Forth, Madison Klebe, volunteer firefighter
8. Resolution #120219-01 Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019-2024. **Pg.11**
9. Consideration to add Highland Lego League project at Conservation Park to list.
10. Update on Hwy 22 Project
11. Update on Ash/Tupelo Project
 - a. Resolution #120219-02 Pay Request #5 **Pg. 13**
12. Resolution #120219-03 Health Insurance Renewal Rates for January 1, 2020 to December 31, 2020. **Pg.17**
13. Sewer Cleaning Contract
14. Update on dog issue
15. Administrators Report
16. City Council Comments
17. Motion to adjourn

COUNCIL PACKET

RIVERSIDE CITY COUNCIL SPECIAL MEETING: November 13th, 2019

The Riverside City Council special meeting opened at 6:30 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Tom Sexton, Andy Rodgers, Bob Schneider Jr., Edgar McGuire. Jeanine Redlinger was absent.

Motion by Rodgers to approve agenda. Second by McGuire, passed 4-0.

Council held discussion on final punch list for HWY 22 Street project with Scott Pottorff, MMS Consultants, and Brad Jipp, Triple B Construction.

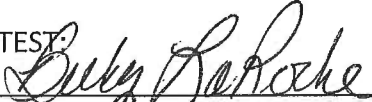
McGuire moved to accept October 21, 2019 as substantial completion of project. Second by Sexton, passed 4-0.

McGuire moved to charge contractor for 60 days of liquidated damages for late completion of project. Second by Schneider. Passed 3-1 Sexton opposed.

McGuire moved to adjourn at 7:49 p.m. Second by Rodgers, passed 4-0.

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

ATTEST:


Becky LaRoche; City Clerk


Allen Schneider; Mayor

COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: November 18th 2019

The Riverside City Council meeting opened at 6:30 pm in City Hall with Mayor Pro Tem Sexton requesting roll call. Council members present were: Tom Sexton, Andy Rodgers, Bob Schneider Jr., Edgar McGuire, and Jeanine Redlinger.

Motion by Schneider to approve agenda, deleting #15, Commercial property listing with agent. Second by McGuire, passed 5-0.

Rodgers moved to approve the minutes of November 4th, 2019, expenditures, and Beer permit for Thirsty Turkey Trot. Second by Schneider, passed 5-0.

Council received the October Fire Department report.

Bill Stukey, PeopleService, Inc. presented October water and waste water report.

Samantha Holden and the Highland Lego League addressed Council with a possible service project for restroom improvements in Conservation Park.

Rusty Rogerson, Acting Director of the Riverside Chamber of Commerce, presented information on the newly formed group and upcoming Christmas Tree Walk. Schneider moved to have City Administrator work with the Chamber of Commerce, for City support options. Second by Redlinger, passed 5-0.

Scott Pottorff, MMS Consultants gave Capital Project updates.

Rodgers moved to pass Resolution 111819-02; Change Order #21 for Triple B Construction, for HWY 22 Project, in the amount of \$1480.00 for clean out of ditch at 260 W 1st Street. Second by McGuire, passed 5-0.

Schneider moved to pass Resolution 111819-03; Change Order #22 for Triple B Construction, for HWY 22 Project, in the amount of \$415.00 for erosion stone near box culvert at 609 Hickory Street. Second by McGuire, passed 5-0.

Schneider moved to pass Resolution 111819-04; Change Order #23 for Triple B Construction, for HWY 22 Project, in the amount of \$450.00 for grinding out curb near garage on St. Mary's Street for 311 N Ella Street residence. Second by McGuire, passed 5-0.

Rodgers moved to pass Resolution 111819-05; Change Order #24 for Triple B Construction, for HWY 22 Project, in the amount of (\$6320.36) credit for changes to contract required by Iowa DOT specifications for HMA paving on primary highways outlined in Sec. 2303. Second by McGuire, passed 5-0.

Schneider moved to pass Resolution 111819-06; Change Order #25 for Triple B Construction, for HWY 22 Project, in the amount of \$3200.00 for changes to contract required by Iowa DOT specifications for HMA paving on primary highways outlined in Sec. 2316. Second by Redlinger, passed 5-0.

Redlinger moved to pass Resolution 111819-07; Change Order #26 for Triple B Construction, for HWY 22 Project, in the amount of \$1000.00 to relocate sanitary service cleanouts from underneath new sidewalk at 681 Hickory Street. Second by Rodgers, passed 5-0.

COUNCIL PACKET

Rodgers moved to pass Resolution #111819-01, Approving Pay Request #11 to Triple B Construction for HWY 22 project in the amount of \$2835.40. Second by Sexton, passed 5-0.

Ash/Tupelo street project should be completed this week.

Bruce Duling addressed Council on construction plans at his residence at 40 W 4th Street. Council asked Duling to work with Administrator on clean-up schedule and permits.

Council continued discussion on dog complaints from Schnoebelen Street. McGuire moved to have dog evaluated at City expense not to exceed \$300 . Second by Schneider, passed 4-1 Rodgers opposed.

Redlinger moved to pass Resolution #111819-08, Approving Annual Financial Report for fiscal year ending June 30, 2019. Second by Schneider, passed 5-0.

McGuire moved to pass Resolution #111819-09, Approving Annual Urban Renewal Report for fiscal year ending June 30, 2019. Second by Rodgers, passed 5-0.

Administrator Report and Council comments were given.

Council set work session on projects for Monday, November 25th, at 6:30 p.m.

Redlinger moved to adjourn at 9:08 p.m. Second by Rodgers, passed 5-0.

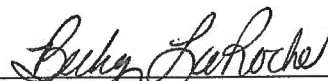
Full content of Council Meetings can be viewed on the City web site; www.cityofriversideiowa.com

Council Work Session – Monday, November 25th, 2019 at 6:30 p.m.

P&Z Meeting – Tuesday, November 26th, 2019 at 6:00 p.m.

Council Meeting- Monday, December 2nd, 2019 at 6:30 p.m.

ATTEST:


Becky LaRoche; City Clerk


Tom Sexton; Mayor Pro Tem

COUNCIL PACKET

	EXPENDITURES December 2, 2019				
	COUNCIL MEETING				
1	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 434.19	
2	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 1,037.18	
3	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 252.09	
4	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 380.95	
5	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,583.73	
6	ALLIANT ENERGY	FIRE STATION	001-5-150-6330	\$ 750.40	\$ 4,438.54
7	BECKY LaROCHE	DEC CELL	001-5-650-6373	\$ 50.00	
8	BRYAN LENZ	DEC CELL	001-5-430-6373	\$ 50.00	
9	FP MAILING	POSTAGE	001-5-650-6508	\$ 86.85	
10	GOV OFFICE	ANNUAL WEB FEE	001-5-650-6494	\$ 525.00	
11	HEIMAN	RVFD	002-5-150-6356	\$ 1,887.45	
12	JAY STUELKE	DEC CELL	001-5-210-6373	\$ 50.00	
13	JOHNSON COUNTY	100 STICKERS	670-5-840-6372	\$ 159.00	
14	KCTC	WATER PLANT STSTEM	600-5-810-6374	\$ 85.60	
15	KUENSTER HEATING	CITY HALL FURNACE	001-5-650-6310	\$ 75.00	
16	MEDIACOM	CITY HALL	001-5-650-6373	\$ 182.27	
17	MENARDS	STREETS	110-5-210-6415	\$ 135.55	
18	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 81.12	
19	MID AMERICAN ENERGY	RVFD	002-5-150-6371	\$ 92.48	
20	MID AMERICAN ENERGY	CITY HALL	001-5-650-6371	\$ 28.39	\$ 201.99
21	MIDWEST TREE	STICK PICK-UP	001-5-510-6320	\$ 1,100.00	
22	PEOPLE SERVICES	DEC SERVICE	610-5-815-6500	\$ 11,214.00	
23	PEOPLE SERVICES	DEC SERVICE	600-5-800-6500	\$ 11,214.00	\$ 22,428.00
24	SUPPELL	LEGAL EXPENSE	001-5-640-6411	\$ 2,540.00	
25	TH ENEWS	PUBLICATIONS	001-5-650-6402	\$ 183.81	
		TOTAL BILLS		\$ 34,179.06	
	OCTOBER EOM PAYABLES				
26	DELTA DENTAL	DEC BILLING	001-5-430-6150	\$ 149.54	
27	LINCOLN NAT'L LIFE INS	DEC BILLING	001-5-620-6150	\$ 288.55	
28	MEDIACOM	RVFD	001-5-150-6332	\$ 182.27	
29	CITY OF IOWA CITY	LANDFILL - DOG PARK	145-5-650-6430	\$ 117.81	
30	US CELLULAR	DEC BILLING	001-5-650-6371	\$ 140.57	
31	VERIZON	DEC BILLING	600-5-810-6373	\$ 63.54	
32	WELLMARK	DEC BILLING	001-5-620-6150	\$ 3,633.78	
33	WINDSTREAM	DEC BILLING	600-5-810-6373	\$ 376.39	
		TOTAL PAID BILLS			\$ 39,131.51
		TOTAL EXPENDITURES		\$ 39,131.51	
	TOTAL BY FUND				
34	"001"	GENERAL FUND	\$ 12,367.66		
35	"002"	FIRE DEPARTMENT	\$ 1,979.93		
36	"110"	ROAD USE FUND	\$ 135.55		
37	"145"	CASINO FUNDS			
38	"301"	CAPITAL PROJECTS			
39	"600"	WATER FUND	\$ 12,120.48		
40	"610"	SEWER FUND	\$ 12,251.18		
41	"670"	GARBAGE	\$ 159.00		
		TOTAL EXPENDITURES	\$ 39,013.80	\$ 39,013.80	

COUNCIL PACKET

Becky

From: Licensing@IowaABD.com
Sent: Wednesday, November 20, 2019 1:35 AM
To: becky@cityofriversideiowa.com
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

License #	License Status	Business Name
LE0002987	Submitted to Local Authority	Riverside Travel Mart (3070 Highway 22 E Riverside Iowa, 52327)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

RESOLUTION #120219-04

**RESOLUTION TO SET THE DATE FOR PUBLIC HEARING TO
SET PUBLIC HEARING TO REZONE PARCEL #0408355015
ON BLACKBERRY AVE FROM P-1 TO R-1**

WHEREAS, the City of Riverside, Iowa, will set the date to hold a public hearing on the rezoning of parcel # 0408355015 on Blackberry Ave from P-1 to R-1. Hearing will be at the Riverside council meeting on January 6th, 2020, which begins at 6:30 p.m., in the City Council Chambers, located at the Riverside City Hall, 60 North Greene Street, Riverside, Iowa.

THEREFORE, BE IT RESOLVED, The City of Riverside City Council, hereby approves the date for the Public Hearing.

IT WAS MOVED BY Councilperson _____, seconded by Councilperson_____, to approve the foregoing resolution.

Roll Call: Schneider, Sexton, Rodgers, Redlinger, McGuire

Ayes:

Nays:

Abstain:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 2nd day of December, 2019.

Signed: _____
Allen Schneider, Mayor

Date: _____

Attest : _____
Becky LaRoche, City Clerk

Date: _____

Riverside Community Fire Department**Notification Letter and Parent Consent Form FIRE CADET PROGRAM**

To: Parents of Fire Cadet Applicants From: Riverside Community Fire Department

Re: Son/Daughter's Application to become a fire Cadet

Dear Parents:

Your son/daughter has requested an application indicating their interest in becoming a Fire Cadet with this Fire Department.

Please review the attached Operating Guidelines and the attached Parental Consent Form, if you grant permission for their membership with this Fire Department, please complete the consent form below and return it to the Fire Department.

PARENTAL CONSENT FORM

We have reviewed the application and operating guidelines relating to the Fire Cadet program and understand the requirements of being a Fire Cadet.

We also understand my son/daughter's performance, responsibilities and duties as a Fire Cadet with the **Riverside Community Fire Department**.

We hereby give: Brogan Carolan our consent to become a Fire Cadet with the **Riverside Community Fire Department**

Parents or Guardian: Lance Carolan Date:9/16/19

Address:

251 Vine St Unit 110City: Riverside State: IA Zip: 52327Home Phone: 319 330 9357 Work Phone: _____

Cell: _____

Signature of Parents/Guardians: JA Relationship:Father

Relationship: _____

COUNCIL PACKET

City of Riverside Employment Application Form

PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE

APPLICATION FOR EMPLOYMENT
APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

PLEASE COMPLETE PAGES 1-5.

DATE 09/18/19

Name Braver Felicia C

Present address 80 2nd Riverside IA 52327

How long _____

Social Security No. [REDACTED]

Telephone (391) 360-9976

If under 18, please list age _____

Position applied for (1) Part Time Seasonal Parks and Streets

How many hours can you work weekly? _____ Can you work nights? _____

Employment desired ☐ FULL-TIME ONLY ☒ PART-TIME ONLY ☐ FULL- OR PART-TIME

When available for work? _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	BHS	Burlington Ia	4	
College	Colorado State	Colorado Springs	2	BSN
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? ☒ No ☐ Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

CITY OF RIVERSIDE APPLICATION FOR EMPLOYMENT

The City of Riverside is an Equal Opportunity Employer

The law prohibits discrimination in hiring due to age, race, color, creed, sex,
national origin, religion, disability, or veteran's status.

(Print neatly and complete all blanks)

Auxiliary aids and services are available upon request to individuals with disabilities.

PERSONAL INFORMATION:

Full Name: Madison L Klebe
First Middle Initial Last

Current Address: 3055 160th St. Riverside IA 52327
Number Street/PO Box City State Zip

Telephone Number: 319-430-8678 Social Security Number: _____

Are you 18 years of age or older? Yes ☒ or No ☐

Are you legally able to work in the United States? Yes ☒ or No ☐

Are you a military Veteran as defined in Iowa Code Section 35.1? Yes ☐ or No ☒

If yes, provide dates of active duty: _____ to _____

Have you ever been known by any other name(s) that this company will require to verify any of the information on this application? Yes ☐ or No ☒

If yes, provide all other name(s): _____

POSITION DESIRED:

Job Title: Volunteer Fire/EMS Date you can start: _____ Wage Desired: _____

Are you available for work: Full-Time ☐ Part-Time ☐ Shift Work ☐ Seasonal ☐

EDUCATION:

Do you have a High School Diploma or GED? Yes ☒ or No ☐

Name of the last school attended: Kirkwood City: Cedar Rapids State: IA

Circle Last year of school completed: 6 7 8 9 10 11 12 13 14 15 16 17 18

Circle the highest degree earned: High School Diploma GED Certificate AA BD MD PHD Other

CITY OF RIVERSIDE APPLICATION FOR EMPLOYMENT

The City of Riverside is an Equal Opportunity Employer

The law prohibits discrimination in hiring due to age, race, color, creed, sex, national origin, religion, disability, or veteran's status.

(Print neatly and complete all blanks)

Auxiliary aids and services are available upon request to individuals with disabilities.

PERSONAL INFORMATION:

Full Name: Coby W Forth
First Middle Initial Last

Current Address: 1092 walnut 112 Box 325 Riverside CA 92327
Number Street/PO Box City State Zip

Telephone Number: 815-252-5506 Social Security Number: [REDACTED]

Are you 18 years of age or older? Yes ☒ or No ☐

Are you legally able to work in the United States? Yes ☒ or No ☐

Are you a military Veteran as defined in Iowa Code Section 35.1? Yes ☐ or No ☒

If yes, provide dates of active duty: _____ to _____

Have you ever been known by any other name(s) that this company will require to verify any of the information on this application? Yes ☐ or No ☒

If yes, provide all other name(s): _____

POSITION DESIRED:

Job Title: Volunteer Firefighter Date you can start: 9/28/11 Wage Desired: /

Are you available for work: Full-Time ☒ Part-Time ☒ Shift Work ☐ Seasonal ☐

EDUCATION:

Do you have a High School Diploma or GED? Yes ☒ or No ☐

Name of the last school attended: Vermilion Comm. College City: ELY State: MN

Circle Last year of school completed: 6 7 8 9 10 11 12 13 14 15 16 17 18

Circle the highest degree earned: High School Diploma GED Certificate AA BD MD PHD Other

COUNCIL PACKET

RESOLUTION #120219-01

RESOLUTION ADOPTING THE WASHINGTON COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN 2019-2024

WHEREAS, the City of Riverside, Iowa, has heretofore deemed it accessory and desirable to have a Hazard Mitigation Plan that identifies potential hazards and the actions that need to be taken to reduce or eliminate the long term risks to human life and property from those hazards for the citizens of the City of Riverside, Iowa; and

WHEREAS, a Local Mitigation Plan, as defined in 44 CFR Section 201.6 is required for local jurisdictions that elect to participate in FEMA hazard mitigation programs as a sub-applicant or sub-grantee; and

WHEREAS, the Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019 was funded by a Pre-Disaster Mitigation planning grant; and

WHEREAS, the East Central Iowa Council of Governments (ECICOG) with the help of the Hazard Mitigation Planning Committee has prepared the hazard mitigation plan that will be placed on file in City of Riverside, Iowa, office of the City Clerk for public inspection upon approval of the plan by FEMA; and

WHEREAS, a public hearing has now been held in accordance with published notice of the same as by law provided; and

WHEREAS, the Washington County Emergency Management Coordinator has recommended approval of the same,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Riverside, Iowa, that the above-referenced Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019 be approved and the same is hereby approved.

Motion made by _____, second by _____, to approve Resolution 120219-01.

Roll call:

Aye

Nay

Abstain

Passed and approved December 2, 2019

Allen Schneider, Mayor

Attest

Becky LaRoche, City Clerk

F.L.L. Script 2019

Yaya: Hello, we are Team #31996, from Riverside (Captain Kirk's future birthplace). Our virtual project is to fix the bathroom at Conservation Park in Riverside. The current bathrooms are falling apart. Many things need to be replaced including the siding, toilet seats, and roofing. Along with that, we need to add hand sanitizer, solar powered lights, and an air freshener. You may ask, 'Well who would even use this bathroom?' Many people would use this. There's a hiking trail nearby, and a pond, so hikers and fisherpeople would use this.

Ayden Havel: One of the major things that we need to fix is the roof, because right now there is a plastic roof, and instead We could just put a few 8' foot tin panels on. The price of that will be about \$19 each panel. We would need 2 panels for each side of the roof, so the final cost would be about \$76. We also will need a 10 foot Ridge Cap. The final cost for that will be \$39, so the overall cost right here is around \$115.

Ayden Holden: *shows 3D model and talks about it*

Kenzie: Another main commodity that we need for the bathrooms is lights. We think that solar powered lights would be a great fit for the bathrooms so no one would have to change the light bulbs. The cost of solar powered lights would be about \$43 for a set of two lights. The cost of two sets of solar powered lights would be about \$86.

Landen J: The doors that are on the restrooms now are old wooden and rotting it would be nice if the restrooms could have new doors we are thinking about adding steel doors to the restrooms the cost would be \$372.02. \$186.01 per door.

Ryan: We should add air fresheners because the ones that are in there currently have been dried up for a while. The individual cost of each air freshener would be \$27.99, making the total cost \$55.98.

Ady: The urinal and toilet seats as of right now in the men's bathroom have red stains and are cracked. As well as the women's bathroom. The cost for 4 toilet seats is \$49.08. The total cost of the urinal would be \$479.00.

Landon/Dawson B: We are going to need 3 toilet paper dispensers. The women's side need 2 and the men's need 1 and each of them cost \$58.97. The toilet paper dispensers will lock in to secure the toilet paper. So the overall cost would be \$176.91.

Helen [conclusion (last)]: The total cost of everything is just below \$1,350.

RESOLUTION #120219-02

RESOLUTION APPROVING PAY REQUEST #5 TO CORNERSTONE
EXCAVATING, FOR ASH STREET IMPROVEMENT PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this pay request in the amount of \$88,385.17 for partial payment of this project from 10/29/19 to 11/22/19.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #5 for work done on the Ash Street Improvements project with 92.09% complete.

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

Roll Call: Schneider, Sexton, Rogers, Redlinger, McGuire

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 2nd day of December, 2019.

Signed: _____ Date _____

Allen Schneider, Mayor

Attest: _____ Date _____

Becky LaRoche, City Clerk

COUNCIL PACKET

CONSTRUCTION PROGRESS PAYMENT

Project Description

Ash/Tupelo Street Improvements

PN:

2245043

Contract Date

15-Apr-19

Contractor:

Cornerstone Excavating

Owner:

City of Riverside

Address:

P.O. Box 928

Address:

60 N. Greene Street

City, St., Zip:

Washington, IA 52353

City, St., Zip:

Riverside, IA 52327

Phone:

319-653-3957

Phone:

319-648-3501

Fax:

319-653-9067

Fax:

Estimate #

5

FOR PERIOD:

Owner PN

x

Partial Payment

FROM: 10/29/19

Federal PN

Final Payment

TO: 11/22/19

State PN

Base Contract Price	\$662,406.00
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Materials on Hand	\$ -
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Change #	1	\$650.00
Change #	2	\$7,040.86
Change #	3	\$6,902.00
Change #	4	\$4,242.30
Change #		
Change #		

Construction Completed	\$627,366.92
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92.09%

Total Earned	\$627,366.92
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Less Retainage	\$31,368.35
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Less Previous Payment	\$507,613.40
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Total Contract	\$681,241.16
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Amount Due This Est	\$88,385.17
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Requested by:


Jim Ziegrowsky

Approved by:

Title:

President

Title:

Date:

Date:

Recommended by:

Scott Pottorff

Attested by:

Title:

Project Engineer

Title:

Date:

Date:

MMS Consultants, Inc.

1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

COUNCIL PACKET

Ash/Tupelo Street Improvements Project

5

Pay Estimate No.:

Payable to: Cornerstone Excavating

Date: November 26, 2019

Week Ending: November 26, 2019

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
1	Traffic Control	LS	1	\$7,350.00	\$ 7,350.00	-	\$ -	0.50	\$ 3,675.00
2	Mobilization	LS	1	\$35,000.00	\$ 35,000.00	-	\$ -	1.00	\$ 35,000.00
3	Removal of Tree	EA	3	\$1,000.00	\$ 3,000.00	1.00	\$ 1,000.00	3.00	\$ 3,000.00
4	Off Site Topsoil	CY	410	\$32.00	\$ 13,120.00	410.00	\$ 13,120.00	410.00	\$ 13,120.00
5	Excavation, Class 13, Waste	CY	1810	\$18.50	\$ 33,485.00	600.00	\$ 11,100.00	1,810.00	\$ 33,485.00
6	Below Grade Excavation (Core Out)	CY	500	\$32.00	\$ 16,000.00	-	\$ -	18.35	\$ 587.20
7	Subgrade Preparation	SY	5,092	\$2.00	\$ 10,184.00	-	\$ -	5,092.00	\$ 10,184.00
8	Subbase, Modified, 4" Thick Rock for PCC Sidewalk & PCC Driveway	SY	313	\$7.00	\$ 2,191.00	-	\$ -	313.00	\$ 2,191.00
9	Subbase, Modified, 6" Thick Rock for Mainline Paving	SY	5,256	\$9.25	\$ 48,618.00	-	\$ -	5,256.00	\$ 48,618.00
10	Subbase, Macadam Stone, 6" Thick	SY	143	\$8.50	\$ 1,215.50	-	\$ -	-	\$ -
11	Subbase, Class A Crushed Stone, 4" Thick	SY	143	\$6.00	\$ 858.00	-	\$ -	-	\$ -
12	Backfilling of Curbs	LF	2,784	\$2.25	\$ 6,264.00	2,784.00	\$ 6,264.00	2,784.00	\$ 6,264.00
13	Granular Trench Backfill, Porous Backfill, 12" Storm Sewer	LF	148	\$18.00	\$ 2,664.00	-	\$ -	148.00	\$ 2,664.00
14	Granular Trench Backfill, Porous Backfill, 18" Storm Sewer	LF	396	\$24.00	\$ 9,504.00	-	\$ -	396.00	\$ 9,504.00
15	Granular Trench Backfill, Porous Backfill, 24" Storm Sewer	LF	346	\$25.00	\$ 8,650.00	-	\$ -	346.00	\$ 8,650.00
16	Storm Sewer, Trenched, ADS N-12, 8" Dia.	LF	116	\$36.00	\$ 4,176.00	-	\$ -	119.00	\$ 4,284.00
17	Storm Sewer, Trenched, RCP, 12" Dia.	LF	495	\$41.00	\$ 20,295.00	-	\$ -	495.00	\$ 20,295.00
18	Storm Sewer, Trenched, RCP, 15" Dia.	LF	38	\$43.00	\$ 1,634.00	-	\$ -	-	\$ -
19	Storm Sewer, Trenched, RCP, 18" Dia.	LF	410	\$45.00	\$ 18,450.00	-	\$ -	410.00	\$ 18,450.00
20	Storm Sewer, Trenched, RCP, 24" Dia.	LF	401	\$57.00	\$ 22,857.00	-	\$ -	401.00	\$ 22,857.00
21	Removal of Culvert	EA	10	\$250.00	\$ 2,500.00	-	\$ -	11.00	\$ 2,750.00
22	Flared End Section, RCP, 15"	EA	1	\$850.00	\$ 850.00	-	\$ -	-	\$ -
23	Flared End Section, RCP, 18"	EA	1	\$900.00	\$ 900.00	-	\$ -	1.00	\$ 900.00
24	Longitudinal Subdrain, Type 2, 6"	LF	1,551	\$8.00	\$ 12,408.00	-	\$ -	1,551.00	\$ 12,408.00
25	Subdrain Cleanout, Type A-1	EA	7	\$650.00	\$ 4,550.00	7.00	\$ 4,550.00	7.00	\$ 4,550.00
26	Subdrain Outlet, Connection to Structure	EA	9	\$250.00	\$ 2,250.00	-	\$ -	9.00	\$ 2,250.00
27	Connect Existing Sump Pump Outlet or Downspout Drain to Storm Sewer or Subdrain	EA	3	\$750.00	\$ 2,250.00	-	\$ -	6.00	\$ 4,500.00
28	Water Main, 8", PVC DR-18	LF	42	\$160.00	\$ 6,720.00	-	\$ -	42.00	\$ 6,720.00
29	Relocate Existing Fire Hydrant Assembly	EA	2	\$3,500.00	\$ 7,000.00	-	\$ -	2.00	\$ 7,000.00
30	Removal of Water Main	LF	38	\$15.00	\$ 570.00	-	\$ -	38.00	\$ 570.00
31	Gate Valve, 8"	EA	1	\$1,350.00	\$ 1,350.00	-	\$ -	1.00	\$ 1,350.00
32	Storm Sewer Manhole, Type SW-401, 48"	EA	1	\$3,500.00	\$ 3,500.00	-	\$ -	1.00	\$ 3,500.00
33	Storm Intake, Type SW-509	EA	5	\$4,700.00	\$ 23,500.00	-	\$ -	5.00	\$ 23,500.00
34	Storm Intake, Type SW-512, 24"	EA	7	\$1,800.00	\$ 12,600.00	-	\$ -	7.00	\$ 12,600.00
35	Storm Intake, Type SW-541	EA	2	\$4,550.00	\$ 9,100.00	-	\$ -	2.00	\$ 9,100.00
36	Storm Intake, Type SW-541 With SW-542 Extensions Each Way *	EA	3	\$7,150.00	\$ 21,450.00	-	\$ -	4.00	\$ 28,600.00
37	Storm Intake, Type SW-545, LO = 14' *	EA	1	\$6,500.00	\$ 6,500.00	-	\$ -	-	\$ -
38	Connect to Existing Storm Structure	EA	4	\$2,000.00	\$ 8,000.00	-	\$ -	2.00	\$ 4,000.00
39	PCC Curb and Gutter, 24" Wide	LF	2,784	\$20.00	\$ 55,680.00	-	\$ -	2,795.00	\$ 55,900.00
40	HMA Pavement, Base, 1/2" Mix, Standard Traffic	TONS	1,050	\$65.75	\$ 90,037.50	-	\$ -	1,010.33	\$ 86,635.80
41	HMA Pavement, Surface, 1/2" Mix, Standard Traffic	TONS	530	\$86.70	\$ 45,951.00	530.60	\$ 46,003.02	530.60	\$ 46,003.02
42	HMA Pavement Samples and Testing	LS	1	\$500.00	\$ 500.00	1.00	\$ 500.00	1.00	\$ 500.00
43	Fixture Adjustment	EA	7	\$1,500.00	\$ 10,500.00	7.00	\$ 10,500.00	7.00	\$ 10,500.00
44	Removal of Sidewalk	SY	121	\$7.00	\$ 847.00	-	\$ -	121.00	\$ 847.00
45	Removal of Paved Driveway	SY	236	\$8.50	\$ 2,006.00	-	\$ -	236.00	\$ 2,006.00
46	PCC Sidewalk, 6"	SY	58	\$57.00	\$ 3,306.00	-	\$ -	59.36	\$ 3,383.52

COUNCIL PACKET

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
47	PCC Driveway, 6" Thick	SY	255	\$47.00	\$ 11,985.00	-	\$ -	332.26	\$ 15,616.22
48	Removal of Pavement	SY	2,836	\$6.50	\$ 18,434.00	-	\$ -	2,836.00	\$ 18,434.00
49	Bituminous Seal Coat	SY	143	\$34.00	\$ 4,862.00	-	\$ -	-	\$ -
50	Curb and Gutter Removal	LF	193	\$10.00	\$ 1,930.00	-	\$ -	193.00	\$ 1,930.00
51	Mulching for Erosion Control	ACRE	0.5	\$2,000.00	\$ 1,000.00	-	\$ -	-	\$ -
52	Seeding, Fertilizing and Mulching for Hydraulic Seeding, Type 2 Seed Mixture	ACRE	0.05	\$15,000.00	\$ 750.00	-	\$ -	-	\$ -
53	Sod	SQ	284	\$65.00	\$ 18,460.00	-	\$ -	-	\$ -
54	SWPPP Management	LS	1	\$2,250.00	\$ 2,250.00	-	\$ -	-	\$ -
55	Silt Fence	LF	770	\$1.70	\$ 1,309.00	-	\$ -	-	\$ -
56	Silt Fence, Clean Out Sediment	LF	770	\$0.50	\$ 385.00	-	\$ -	-	\$ -
57	Inlet Protection Device	EA	18	\$50.00	\$ 900.00	-	\$ -	6.00	\$ 300.00
58	Inlet Protection Device Maintenance	EA	18	\$25.00	\$ 450.00	-	\$ -	-	\$ -
	TOTAL CONTRACT				\$ 663,086.00		\$ 93,037.02		\$ 609,181.76
C.O. #2	Relocate Water Main at Ash and Buckeye STA 107+00	LS	1,000	\$2,693.21	\$ 2,693.21	-	\$ -	1,000	\$ 2,693.21
	Lower Water Main at STA 110+58.71	LS	1,000	\$4,347.65	\$ 4,347.65	-	\$ -	1,000	\$ 4,347.65
	TOTAL CHANGE C.O. #2				\$ 7,040.86		\$ -		\$ 7,040.86
C.O. #3	Utility Company Delays	LS	1,000	\$6,902.00	\$ 6,902.00	-	\$ -	1,000	\$ 6,902.00
	TOTAL CHANGE C.O. #3				\$ 6,902.00		\$ -		\$ 6,902.00
C.O. #4	Lower Sanitary Service at STA 106+38 and Sanitary Repair at STA 105+85	LS	1,000	\$2,245.64	\$ 2,245.64	-	\$ -	1,000	\$ 2,245.64
	Lower Sanitary Service and Water Service at STA 104+40	LS	1,000	\$981.66	\$ 981.66	-	\$ -	1,000	\$ 981.66
	Relocate Water Service at House #702	LS	1,000	\$1,015.00	\$ 1,015.00	-	\$ -	1,000	\$ 1,015.00
	TOTAL CHANGE C.O. #4				\$ 4,242.30		\$ -		\$ 4,242.30
	TOTAL CONTRACT WITH CHANGE ORDERS				\$ 681,241.16		\$ 93,037.02		\$ 627,366.92

*Quantity changed with Change Order #1

Pay Estimate #1
Pay Estimate #2
Pay Estimate #3
Pay Estimate #4

Retainage 5% \$ 31,368.36
Total Value of Completed Work Less Retainage \$ 595,998.57
Previous Payments \$ 507,613.40
Current Payment Due \$ 88,385.17

COUNCIL PACKET

RESOLUTION #120219-03

RESOLUTION APPROVING THE HEALTH INSURANCE RENEWAL RATES FOR
THE CITY OF RIVERSIDE FOR PLAN YEAR JANUARY 1, 2020 THROUGH
DECEMBER 31, 2020

WHEREAS, the City of Riverside, Iowa City Council approves providing permanent full-time employees with health insurance coverage as an employee benefit, and;

WHEREAS, the City of Riverside, Iowa City Council approves the cost of the insurance premiums per the Employee Handbook, as outlined below:

Single Plan: 100% premium paid by the City

Family Plan: 90% premium paid by the City, 10% premium paid by the employee

WHEREAS, the City of Riverside, Iowa City Council offers the following choices for health insurance (see attached for costs):

Silver myBlue HDMP	4500/9000	6750/13,500
Bronze myblue HDHP	6000/12,000	8150/16,300
Gold Enhanced Blue 2000	2000/4000	5000/10000

WHEREAS, the City of Riverside, Iowa City Council approves the following annual City participation in the employee HSA plan if chosen by the employee:

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, IOWA, be it resolved the City of Riverside, Iowa City Council hereby approves Wellmark Blue Cross Blue Shield of Iowa, and Delta Dental as their insurance carriers for the plan year January 1, 2020 through December 31, 2019.

Motion made by _____, seconded by _____ to
_____ Resolution 120219-03.

AYE: _____
NAY: _____
ABSENT: _____

Passed by the Riverside City Council on the _____ day of _____, 2019.

Allen Schneider, Mayor

ATTEST:

Becky Laroche, City Clerk

		Current	Renewal	HSA Option		Traditional Options			Modified Options	
		Wellmark	Wellmark	Wellmark	Wellmark	Wellmark	Wellmark	Wellmark	Wellmark	
Carrier		Silver	Silver	Bronze	Silver	Bronze	Silver	Gold	Silver	
Metallic Tier										
Plan Name		myBlue HDHP (HSA)	myBlue HDHP (HSA)	myBlue HDHP (HSA)	CompleteBlue 4000	SimpleBlue 6000	EnhancedBlue 2000	EnhancedBlue Modified	EnhancedBlue Modified	
Network		HMO	HMO	HMO	HMO	HMO	HMO	HMO	HMO	
		IA	IA	IA	IA	IA	IA	IA	IA	
Deductible		\$4500 / \$9000	\$4500 / \$9000	\$6750 / \$13,500	\$4000 / \$8000	\$6000 / \$12,000	\$2000 / \$4000	\$4500 / \$9000	\$7500 / \$15,000	
Out of Pocket Max		\$4500 / \$9000	\$6750 / \$13,500	\$6750 / \$13,500	\$8150 / \$16,300	\$8150 / \$16,300	\$5000 / \$10,000	\$4500 / \$9000	\$7500 / \$15,000	
In Network Co-insurance		0%	0%	0%	30%	50%	20%	0%	0%	
PCP		Ded. Applies	Ded. Applies / \$50 after Ded.	Ded. Applies	\$40	\$60	\$25	\$30	\$50	
ER Copay		Ded. Applies	\$250 after Ded.	Ded. Applies	\$500	50% after Ded.	\$400	\$500	\$500	
Rx Benefit		Ded. Applies	Ded. Applies, then: \$20 / \$60 / \$125 / \$150 / \$200	Ded. Applies	\$30 / \$60 / \$125 / \$150 / \$500	50% after Ded.	\$15 / \$50 / \$125 / \$150 / \$300	\$20 / \$50 / \$125 / \$200 / \$500	\$30 / \$80 / \$175 / \$300 / \$500	
Total		\$3,618.34	\$4,121.29	\$3,396.05	\$4,480.29	\$3,459.07	\$5,551.59	\$5,325.69	\$4,301.81	
			13.90%	-6.14%	26.38%	-4.13%	63.43%	47.19%	18.89%	
#	First	Last	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	Monthly Premium	
1	Becky	LaRoche	\$637.98	\$730.98	\$602.37	\$615.32	\$794.69	\$964.71	\$763.03	
2	Bryan	Lenz	\$1,221.80	\$1,387.35	\$1,143.26	\$1,167.85	\$1,508.26	\$1,868.91	\$1,448.18	
3	Jay	Suelke	\$1,068.84	\$1,102.98	\$1,012.76	\$1,034.53	\$1,336.10	\$1,565.57	\$1,282.87	
4	Christine	Yancey	\$688.72	\$773.98	\$637.66	\$651.37	\$941.24	\$996.96	\$807.73	

Health Savings Max \$3,500 (plus \$1,000 over 55)-\$4,500 single, \$7,000 (plus \$1,000 over 55)-\$8,000 family

2020

	Silver		Bronze	
	myBlue HDMIP	City	myBlue HDHP	City
	4500/9000	6750/13,500	6000/12,000	8150/16,300
Becky	\$ 730.98	\$ -	\$ 602.37	\$ 602.37
Christine	\$ 773.98	\$ -	\$ 637.66	\$ 637.66
Jay	\$ 1,387.35	\$ 138.74	\$ 1,012.76	\$ 101.28
Bryan	\$ 1,228.98	\$ 122.90	\$ 1,143.26	\$ 114.33
Per month	\$ 3,859.65		\$ 3,180.44	
Per year	\$ 46,315.80		\$ 38,165.28	

Traditional Plan

2020

Gold	
Enhanced Blue 2000	
2000/4000	5000/10000
\$ 984.71	\$ -
\$ 1,042.40	\$ 1,042.40
\$ 1,655.57	\$ 165.56
\$ 1,868.91	\$ 186.89
Per month	\$ 5,199.14
Per year	\$ 62,389.68

Becky

Christine

Jay

Bryan

Per month

Per year

current deductible items

chiro

office visit

drugs

40-50/visit

125/visit

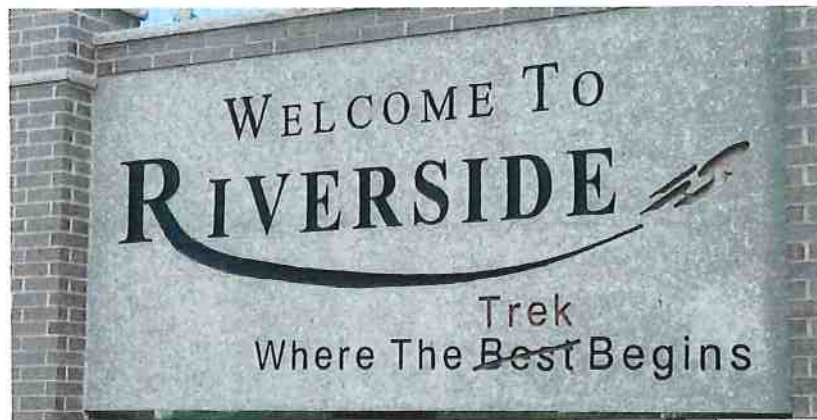
all deduct.

Health Savings	
Employee	City
\$ 1,500.00	\$ 3,000.00
\$ 1,500.00	\$ 3,000.00
\$ 1,500.00	\$ 3,000.00
\$ 1,500.00	\$ 3,000.00
\$ 375.00	\$ 1,000.00
\$ 6,000.00	\$ 12,000.00

Sewer Cleaning & CCTV Inspection

Letter of Interest and Qualifications

November 12, 2019



1065 15th Street SW
Mason City, IA 50401
800-876-8478

Company History:

Visu-Sewer, Inc. is a second-generation family owned company located in Pewaukee, WI. Founded in 1975 by Ernest Alexander, Visu-Sewer was started with a core group of employees dedicated to providing the highest quality sewer inspection and maintenance services in the industry.

During the first few years, the company focused primarily on sewer cleaning and inspection work. These were the formative years for techniques such as hydro-jet flushing & CCTV Inspection. Visu-Sewer was instrumental in the refinement of these techniques and was a founding member of the National Association of Sewer Service Companies (NASSCO).

In the 1980's, Visu-Sewer's scope of work spread to rehabilitation services such as Chemical Grouting, Slip-lining, Manhole Lining & Fold/Formed Lining. Our Minneapolis/St. Paul office was opened in 1988 and during this time we also opened satellite offices to handle large scale projects in Dayton, OH & Houston, TX.

Other significant milestones in our company include: the introduction of National Liner CIPP in 1994, the promotion of Keith Alexander to President in 2001 and the acquisition of Internal Pipe Inspection (Chicago, IL) in 2002 and I-Jets (Mason City, IA) in 2008, and Walden Technologies (East St. Louis, IL) 2012.

NASSCO has played a major role in the development of the sewer inspection & maintenance industry in the United States. Visu-Sewer is honored to be the only company with three past Presidents of this fine organization: Ernest Alexander (1985) and Keith Alexander (2004) and John Nelson, Jr. (2012). Additionally, we are currently represented on the NASSCO board by our Sales Manager Randy Belanger.

Today, Visu-Sewer is widely recognized as one of the oldest and largest sewer cleaning, inspection, maintenance and rehabilitation companies in the United States. Our list of services now includes: Sewer Cleaning, CCTV Inspection, Pipe & Manhole Grouting, Cured-in-place-pipe Lining (CIPP), Manhole Lining: Cured-in-place, cementitious and Epoxy coatings.

We have Six offices throughout the central United States: Mason City, IA, Pewaukee, WI, Blaine, MN, Chicago, IL, Ashland, VA & St. Louis, MO. From these offices, we provide services to municipal customers in Iowa, Ohio, Michigan, Indiana, Illinois, Missouri, Nebraska, Virginia, Maryland, South & North Dakota, Minnesota, Wisconsin, Mississippi, Alabama, Arkansas & Tennessee.

Additional information regarding our company can be found at www.visu-sewer.com

Project Understanding:

Sanitary sewer jetting, cleaning and CCTV inspection can be a daunting task. Specialized equipment and data collection methods need to be used on each project. Visu-Sewer is well versed in the challenges of these types of projects. We have the experience, equipment and personnel to complete any pipe cleaning and inspection project.

In order to keep up with the demands of changing technologies in our industry, Visu-Sewer has a full time IT Manager and PACP trainer on staff. This allows us to provide in-house immediate support to both field and office personnel.

All of our field staff members undergo confined space entry, first air, sewer cleaning & jet truck training.

Inspection & Cleaning Equipment:

We currently have a vast array of inspection and cleaning equipment including - 14 TV inspection units, 3 Lateral Evaluation Televising System (LETS), 4 mini-cameras & 21 sewer jet cleaning trucks, 6 Vactors, 2 jetter easement machines, 1 bucket cleaning machine, and over 3 dozen support vehicles.

Each of our jet trucks and Vactors are outfitted with 1" hose reels that can extend up to 800 feet, and multiple jet nozzles to handle a variety of debris levels and material. Easement machines allow for an additional 600 feet of jet hose if needed to reach remote areas. Our Jet trucks and Vactors have maximum operating pressures of 1,500 psi and 2,500 psi respectively.

TV inspection units are outfitted with computers and are capable of capturing video in 4 different digital formats (DVD, MPEG1, MPEG2 & MPEG4). The video and data can be delivered via VHS, DVD or portable hard drive.

A mainline zoom camera with pan & tilt will be utilized on the TV inspection work. This unit is mounted on a remote crawler system and will be used on mainline pipe sections. It can be used in 6"-120" pipe.

Cleaning & Inspection Procedures:

All of our jet and Vactor operators are trained according to the National Association of Sewer Service Contractors (NASSCO) Jetter Code of Practices. The purpose of this program

is to provide standardization and consistency in the way of jet cleaning techniques and equipment selection. This program provides jet and vacuum truck operators with a defined understanding of which nozzles, pressures, and methodologies should be used based on the length and diameter of pipe, and debris levels.

In 2001, the National Association of Sewer Service Contractors (NASSCO) implemented a Pipeline Assessment & Certification Program (PACP). The purpose of this program was to provide standardization and consistency in the way we evaluate sewer pipe condition and in how we manage TV inspection results. This program provides system owners and engineers the ability to benchmark the sewer pipe condition and evaluate pipe conditions from one-time frame to another (or even from one collection system to another).

The PACP program provides the following tools:

Standard TV Inspection Codes – The coding system was derived from the WRC Manual of Sewer Condition & Classification. These codes provide the basis for the entire program and include all major structural, O&M and construction related items. The data codes also provide a source for development of preventative maintenance work activities.

Standard Data Formats – A data dictionary defines fields, formatting, and valid entries. This neutral data interchange format allows data from different applications to be exchanged and appended without the use of proprietary conversion scripts.

Training & Certification of Users - A crucial part of any assessment program is the thorough indoctrination of users to the codes and the assurance the codes are implemented correctly.

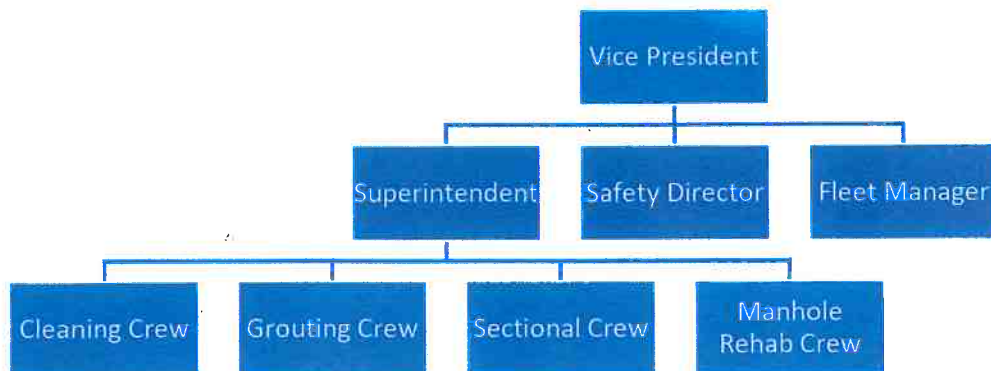
Condition Ratings – Algorithms and weighting factors are used to convert the descriptive data developed from the codes into general categories of pipe condition. This provides the system owner's and engineers the ability to quickly focus on the sewer segments that need further evaluation and consideration for rehabilitation or replacement.

The Pipeline Assessment & Certification Program has greatly enhanced sewer asset management and the quality of TV inspection data throughout the United States. Accordingly, Visu-Sewer only utilizes Certified Inspectors in complete accordance with PACP guidelines. In fact, we are one of a few companies in the US with a full time PACP Certified Trainer on staff.

Additional information related to the PACP program can be found at www.nassco.org

Management and Quality Assurance/Quality Control (QA/QC):

In order to provide the highest level of quality available, a Superintendent will be assigned to manage this project from our Pewaukee, WI office. Below is a flow chart for our proposed operations protocol:



Vice President – John Nelson Jr.

Mr. Nelson has over 28 years of experience in sewer cleaning, inspection, maintenance and rehabilitation. He is responsible for providing direction for the day to day operations of Visu-Sewer as well as implementing plans and policies to achieve overall corporate objectives. On this project, John will provide weekly logistical support for the Project Manager. He will complete all invoices; provide final QA/QC on the report.

Safety & Training Director – Mike Frailing

Mr. Frailing has 30 years of experience in pipeline inspection and rehabilitation. He is responsible for certification, safety and training of all field personnel. He has performed and supervised hundreds of projects throughout the Midwest. Mr. Frailing started with Visu-Sewer in 1986. On this project, Mike will develop the site safety plan; conduct safety training sessions and safety visits as needed.

Doug Alexander– Superintendent

Mr. Alexander has over 18 years' experience in the industry. He will provide on-site support to the field crews, equipment supports and assist with local community relations. On this project, Doug will supervise the on-site crew, assist with local community relations and perform weekly quality control / safety checks.

Fleet Manager – Tom Stoffel

Mr. Stoffel has over 13 years' experience in fleet maintenance, repair and management. He is responsible for the daily operations of a fleet of over 100 trucks. His team includes three fulltime ASE Certified mechanics, an equipment expeditor/buyer and support staff. Mr. Stoffel stated with Visu-Sewer in 1997.

On this project, Tom will provide equipment support for the Operators. He will resolve mechanical issues, schedule major repairs and swap out equipment to/from the fleet as needed.

Project Field Personnel:

All of our field crews are staffed with a working crew leader. These individuals are highly trained and average over 12 years of actual field experience. We currently have over 60 field employees, with an average industry experience of 7 years.

All of our field staff members undergo field safety, confined space entry, general traffic control, sewer cleaning & jet truck training. This training consists of classroom and field training in each of the following areas:

- Confined Space Entry & First Aid
- Proper hydrant operation and filler hose connections
- Hydrant Valve / Backflow Prevention Devices
- Manhole Lid Removal Techniques
- Proper use of traffic control devices
- Jet Heads - types and techniques
- Root Cutters – installation, blade design, maintenance, retrieval rates
- Customer relations – how to handle homeowner questions/concerns/backups

In addition to these standard training programs our cleaning crew leaders are fully trained in proper pipe jet cleaning techniques and nozzle selection. On a typical day, Visu-Sewer crews clean, inspect and repair over 20,000 feet of sanitary sewer. Thus, throughout the course of a year, we regularly encounter situations which require quick critical field analysis and resolution. We recognize that good communication with residents, clients and other staff members is the key to successful problem solving. As such, if any abnormal conditions are encountered, our operators are trained to document (via written reports and photos) and notify appropriate personnel (via cellular phone).

In order to keep up with the demands of changing technologies in our industry, Visu-Sewer has a full time IT Manager on staff. This allows us to provide in-house immediate support to our field personnel. Every one of our inspection trucks contains a fully functional desktop computer which captures video via digital media formats. Unfortunately, as with most computers, breakdowns and technical issues are bound to occur. Our IT Manager is familiar with each piece of equipment and can quickly diagnose and resolve most technical issues over the phone or via wireless connections to each truck.

Safety:

All of our employees are trained in proven inspection techniques and are certified in both First Aid and Confined Space Entry. We also have a full-time trainer on staff that develops in-house training programs and monitors project quality.

State and federal law, as well as company policy, makes the safety and health of our employees the first consideration in operating our business. Safety and health in our business is part of every operation, and every employee's responsibility at all levels. It is the intent of Visu-Sewer, Inc. to comply with all laws concerning the operation of the business and the

health and safety of our employees and the public. To do this, we must constantly be aware of conditions in all work areas that can produce or lead to injuries. No employee is required to work at a job known to be unsafe or dangerous to their health.

The personal safety and health of each employee is of primary importance. Visu-Sewer considers safety management to be top priority in the company's employment responsibility. In an attempt to reduce the possibility of accidents, every effort is made to keep our work areas safe and free from hazards. Prevention of occupationally-induced injuries and illnesses is of such consequence that it will be given precedence over operating productivity. To the greatest degree possible, management provides all mechanical and physical protection required for personal safety and health, but our employees bear primary responsibility for working safely. A little common sense and caution can prevent most accidents from occurring.

We maintain a safety and health program conforming to the best practices of our field. To be successful, our program embodies proper attitudes towards injury and illness prevention on the part of all employees. It requires the cooperation in all safety and health matters, not only of the employer and employee, but between the employee and all co-workers. Safety is no accident; think safety and the job will be safer.

Visu-Sewer's goal is to provide a work place that will reduce the number of injuries and illnesses to an absolute minimum, not merely in keeping with, but surpassing the best experience of similar operations by others. Our goal is zero accidents and injuries.

Project Experience and References:

Below are a few of our more recent projects, additional references are available upon request:

Project	Date	Scope	Contact	Phone Number
Elkader, Iowa	2016-Present	Televising and cleaning 6,000 feet per year.	Kim Wegner City of Elkader	563-539-2069
Independence, Iowa	2015-Present	29,000 linear feet of maintenance cleaning per year	Joe Weber City of Independence	319-939-2727
Tripoli, Iowa	2016-Present	18,000 linear feet of maintenance cleaning per year	Kesler Schulmeister City of Tripoli	319-882-4801
Rudd, Iowa	2012-Present	6,000 feet of 8"-10" sewer cleaning and CCTV Inspection.	Andy Jansen City of Rudd	641-395-2760



Project Scope and Pricing:

A minimum of \$2,000.00 of work shall be performed on an annual basis. Other than emergency services, this work will be issued in work orders of not less than \$1,500.00.

Pricing:

Mobilization:

CCTV & Jet (port to port)	\$305.00 Per HR.
CCTV & Jet/Vac (port to port)	\$390.00 Per HR.
Jet/Vac only (port to port)	\$225.00 Per HR.

Cleaning:

Jet/Vac Cleaning 8"to 12" (up to two passes)	\$0.83 Per LF.
Jet/Vac Cleaning 15"to 18" (up to two passes)	\$0.99 Per LF.
Hydraulic Root Cutting 8" to 12"	\$0.55 Per LF.
Lift Station Cleaning (two men)	\$325.00 Per HR.
Additional pass with Jet/Vac (one man; no CCTV)	\$225.00 Per HR.

Televising:

CCTV inspection with Jet Truck (PACP reports & video)	\$1.77 Per LF.
CCTV inspection with Jet/Vac (PACP reports & video)	\$2.26 Per LF.
Rehabilitation Recommendation Report	No Charge

EMERGENCY SERVICES

Jet Cleaning	\$200.00 Per HR. (port to port)
Jet/Vac Cleaning	\$290.00 Per HR. (port to port)
CCTV & Light Cleaning	\$400.00 Per HR. (port to port)
CCTV & Vac Cleaning	\$490.00 Per HR. (port to port)

Price includes the following:

Labor, equipment, material & mobilization.
All associated meetings with the City.

Cleaning & TV Inspection of sanitary sewers shall consist of -

- Inspection per NASSCO specifications using PACP codes.
- Inspection DVD's or removable hard drive with associated color reports.
- Professional data analysis, detailed findings report & recommended repairs
- Data will be delivered on DVD's or portable hard drive as the discretion of the City.
- Assistance with the implementation of a I&I reduction program

City of Riverside will need to provide detailed maps of the sewers to be cleaned/ inspected (with manhole numbers), **drivable access to all manholes**, water from hydrants in the work area, a dump site for captured debris, and traffic control beyond cones and signs.



Agreement pricing is fixed for three (3) years (2020, 2021, and 2022) and may be renewed annually upon mutual agreement between the City of Riverside and Visu-Sewer during this three (3) year period.

*Prices **do not** include the following:*

Locating or uncovering buried or seized manholes.
Off road or easement work.
Traffic control beyond cones/signs.

Thank you for the opportunity to provide the Letter of Interest and Qualifications pertaining to the City of Riverside sewer cleaning and CCTV Inspection projects. If you have any questions, please contact Bob Moen or Randy Belanger at 800-876-8478.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. VS, Inc. is authorized to do the work as specified.

Date: _____ Signature: _____

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Terms - Net 30 days.

Vicious Dog Procedure

Definition:

- 55.01(18 A-E)
- 1) Has attacked a human being or domestic animal one or more times, without provocation
 - 2) History, tendency or disposition to attack, cause injury, endanger the safety of human beings or domestic animals
 - 3) Snaps, bites, or manifests a disposition to snap or bite
 - 4) Trained for dog fighting, animal fighting, or animal baiting, owned or kept for such purposes
 - 5) Trained to attack humans, on command, except dogs owned by PD, law enforcement

Code	Checklist:
55.19(1)	Complaint(s) received by City or Washington Co Sheriff
	County/City declares an "offending animal" written notice of decision
	Owner contests-hearing by City Administrator within 72 hours of written notice
55.16	Vicious dog permit required \$100.00
	Homeowner's insurance \$500,000.00
	CA orders the dog an offending animal
55.19(2)	Dog can be ordered impounded for non-compliance within 3 days (if no appeal requested)
55.19(3)	Dog owner can appeal ruling to council
55.19(4)	Council affirm/reverse decision of City Administrator
55.19(5)	If Council affirms-owner has three days to comply or dog can be seized by the Washington Co. Sheriff
55.16 (A-C)	permit
	insurance
55.17	6' fence with locking gate
	sides embedded underground 2'
	"Beware of Vicious Dog" sign
	Clean and sanitary condition