



CITY OF INDIANOLA COUNCIL MEETING

June 6, 2022

6:00 PM

City Council Chambers

110 N 1st Street

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda:**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the prior council meetings
 - D. Approval of Applications
 1. Approval of a noise permit application for the Des Moines Metro Opera for July 1 and July 16, 2022.
 2. Approval of an event application from Indianola Downtown Merchants for Ridiculous Days on June 25, 2022.
 3. Approval of a renewal liquor license for Casey's General Store #1908 (Casey's South).
 4. Approval of a renewal liquor license for Casey's General Store #1623 (Casey's North).
 5. Approval of a renewal liquor license for Indy 66 West.
 6. Approval of a renewal liquor license for Des Moines Metro Opera.
 7. Approval of a renewal liquor license for Sodexo Management.
 8. Approval of an amended liquor license for Sticks and Balls, LLC.
 9. Approval of a new liquor license for B.E.S.T. Catering at the Warren County Fairgrounds.
 10. Approval of Urban Revitalization Designations.

- 11. Approval of Payment Application No 14 from Langman Construction in the amount of \$35,727.98 for the Water Resource Recovery Facility Influent Trunk Sewer and Outfall Sewer Project.
- 12. Approval of Payment Application No 1 from Langman Construction in the amount of \$30,796.15 for the Golf Course Irrigation Pipe Extension Project.
- E. Resolution authorizing the purchase of Engine 332 for the Fire Department.
- F. Resolution authorizing the purchase of Command Vehicle 330 for the Fire Department.
- G. Receive and file Wellmark's maximum allowable fee for emergency medical services.
- H. Resolution approving Amendment No 1 to the Professional Services Agreement with HR Green for the Construction Phase Services for the Water Resource Recovery Facility Project.
- I. Resolution authorizing the purchase of furniture and appliances for the Water Resource Recovery Facility.
- J. Resolution adopting the Statewide Urban Design and Specifications (SUDAS) Standard Specifications (2022 Edition), as revised by the SUDAS General Supplemental Specifications and the revised City of Iowa City Supplemental Specifications.
- K. Resolution approving an agreement with Terracon Consultants, Inc for geotechnical construction testing services on Trail View Subdivision Plat 2.
- L. Resolution approving a Memorandum of Understanding between the City of Indianola and the International Brotherhood of Teamsters, Local Union 238 and Police Unit regarding changes to health insurance benefits and wages.
- M. Resolution approving salaries.

6. Council Reports

- A. Arts Master Plan Update - Group Creative
- B. Hometown Pride Update - Lorin Ditzler
- C. Receive and file the April 2022 EMS Billing Activity Report.
- D. CIRTPA Report - Council Member Richardson

7. Mayor's Report

- A. Community Update
- B. Consideration of the re-appointment of Stephen Stark to the Civil Service Commission for a term beginning April 1, 2022 and ending April 1, 2026.
- C. Consideration of the re-appointment of Andrew Brittingham to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.

- D. Consideration of the re-appointment of Tom Smith to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.
- E. Consideration of the appointment of Randi Malone to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.
- F. Consideration of the re-appointment of Bob Greener to the Veteran's Memorial Aquatic Center Commission for a term beginning July 1, 2022 and ending July 1, 2025.
- G. Consideration of the appointment of Dom Selgrade to serve on the Indianola Municipal Utilities Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.

8. Public Consideration

- A. Old Business
 - 1. Resolution adopting the 2022 Strategic Plan.
- B. New Business
 - 1. Resolution adopting the Warren County Hazard Mitigation Plan.

9. Other Business

- A. Consider date for the final Fiscal Year 22 Council meeting.
- B. City Manager's Report – Ben Reeves

10. Adjourn



MEMORANDUM

To: Mayor and City Council
From:
Date: June 6, 2022
Subject: Approval of Claims

Recommendation: Roll call is in order.

Attachments: 1. Vendor Report - City 06062022

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ACE HARDWARE				
ACE HARDWARE	ITEMS FOR BRUSH FACILITY	05/10/2022	38.76	GENERAL FUND
ACE HARDWARE	BOLT FOR REPAIR UNIT 5 LOADER	05/24/2022	8.57	ROAD USE TAX FU
Total ACE HARDWARE:			47.33	
ADVANCED DATA PROCESSING INC				
ADVANCED DATA PROCESSING	EMS BILLING CONTRACTOR	05/23/2022	2,650.23	AMBULANCE FUN
Total ADVANCED DATA PROCESSING INC:			2,650.23	
ADVEXURE LLC				
ADVEXURE LLC	IPD UAS DRONE	05/13/2022	14,328.00	POLICE FUND
Total ADVEXURE LLC:			14,328.00	
AGRILAND FS INC				
AGRILAND FS INC	FIELD MARKING CHALK, FIELD DRY	05/25/2022	1,585.60	PARK & RECREATI
AGRILAND FS INC	FIELD DRY	05/10/2022	1,316.00	PARK & RECREATI
AGRILAND FS INC	PROPANE FOR GREENHOUSE	04/22/2022	774.24	PARK & RECREATI
Total AGRILAND FS INC:			3,675.84	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	BOND ATTRY WORK ON CH/LIB BUILDING R	05/23/2022	3,265.00	GENERAL FUND
AHLERS & COONEY P.C.	EMMA FILING CONFERENCE	05/23/2022	140.00	DEBT SERVICE FU
AHLERS & COONEY P.C.	BOND ATTORNEY WORK ON PS BLD REFER	05/23/2022	1,095.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			4,500.00	
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	BOILER REPAIR	05/01/2022	379.37	GENERAL FUND
AIR-CON MECHANICAL CORP.	REPLACE THERMOSTAT IN PD	05/13/2022	1,402.98	GENERAL FUND
AIR-CON MECHANICAL CORP.	QUARTERLY AGREEMENT	05/24/2022	1,252.75	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			3,035.10	
ALLSUP, PAT				
ALLSUP, PAT	TRAINING	04/24/2022	728.50	POLICE FUND
ALLSUP, PAT	CELL BILL	05/24/2022	50.00	POLICE FUND
Total ALLSUP, PAT:			778.50	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	HOSE REELS, HOSES	05/22/2022	599.46	PARK & RECREATI
AMAZON CAPITAL SERVICES	SUPPLIES	05/18/2022	26.50	GENERAL FUND
AMAZON CAPITAL SERVICES	PICKLEBALLS, COFFEE, OUTLET COVERS	05/22/2022	53.75	PARK & RECREATI
AMAZON CAPITAL SERVICES	FRIENDS- GENERAL PURCHASES	05/01/2022	236.92	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	FRIENDS- SRP PURCHASES	05/01/2022	798.62	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	SPECIAL COLLECTION ITEMS	05/01/2022	836.82	LIBRARY FUND
AMAZON CAPITAL SERVICES	COLLECTION ITEMS	05/01/2022	1,098.26	LIBRARY FUND
AMAZON CAPITAL SERVICES	ITEMS BOUGHT WITH MEMORIAL FUNDS	05/01/2022	64.15	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	COVERING MATERIALS	05/01/2022	36.79	LIBRARY FUND
AMAZON CAPITAL SERVICES	OUTLET	05/01/2022	13.99	LIBRARY FUND
AMAZON CAPITAL SERVICES	PROGRAM SUPPLIES	05/01/2022	169.86	LIBRARY FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/01/2022	14.99	LIBRARY FUND
AMAZON CAPITAL SERVICES	REFUND ON GAMES	05/05/2022	23.98	LIBRARY FUND
AMAZON CAPITAL SERVICES	CHILDREN'S GARDEN TOYS	05/22/2022	38.99	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AMAZON CAPITAL SERVICES	BIKE FEST ACTIVITY SUPPLIES	05/26/2022	180.83	PARK & RECREATI
AMAZON CAPITAL SERVICES	REFUND ON ENVELOPES	04/07/2022	12.50-	LIBRARY FUND
AMAZON CAPITAL SERVICES	COLORING PAPER	05/17/2022	24.49	PARK & RECREATI
AMAZON CAPITAL SERVICES	REFUND ON OUTLET	04/16/2022	7.50-	LIBRARY FUND
AMAZON CAPITAL SERVICES	EQUIPMENT REPAIR	05/13/2022	177.62	ROAD USE TAX FU
AMAZON CAPITAL SERVICES	MONITOR STANDS	05/19/2022	144.94	PARK & RECREATI
AMAZON CAPITAL SERVICES	TEA PARTY DECORATIONS	05/11/2022	36.99	PARK & RECREATI
AMAZON CAPITAL SERVICES	BIKE FEST SUPPLIES RETURN	05/11/2022	36.99-	PARK & RECREATI
Total AMAZON CAPITAL SERVICES:			4,473.00	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	05/13/2022	421.33	PARK & RECREATI
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	05/20/2022	868.75	PARK & RECREATI
ATLANTIC BOTTLING CO.	AQUATIC CENTER CONCESSIONS	05/20/2022	806.87	POOL (MEMORIAL)
Total ATLANTIC BOTTLING CO.:			2,096.95	
AUBERT'S TOWING				
AUBERT'S TOWING	VEHICLE IMPOUND	04/21/2022	165.00	POLICE FUND
Total AUBERT'S TOWING:			165.00	
AVESIS THIRD PARTY ADMINISTRATORS INC				
AVESIS THIRD PARTY ADMINIS	VISION - HR	06/01/2022	10.43	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - IT	06/01/2022	10.43	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - FINANCE/CLERK	06/01/2022	30.28	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - P&R	06/01/2022	30.87	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - PARKS	06/01/2022	21.45	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - LIBRARY	06/01/2022	36.00	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION - SEWER	06/01/2022	42.90	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION - COMM DEV	06/01/2022	24.56	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - STREETS	06/01/2022	49.21	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION - POLICE	06/01/2022	172.96	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION - EE LIABILITY	06/01/2022	308.35	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - FIRE	06/01/2022	10.36	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION - AMBULANCE	06/01/2022	58.70	AMBULANCE FUN
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			806.50	
AYRES, PAM				
AYRES, PAM	TEA TIME REFUND	05/09/2022	12.00	PARK & RECREATI
Total AYRES, PAM:			12.00	
BEARDMORE CONSTRUCTION				
BEARDMORE CONSTRUCTION	EDUCATION/TRAINING	05/26/2022	542.27	POLICE FUND
Total BEARDMORE CONSTRUCTION:			542.27	
BERNIE LOWE & ASSOCIATES INC				
BERNIE LOWE & ASSOCIATES I	411 MED CLAIM	05/18/2022	384.80	POLICE FUND
Total BERNIE LOWE & ASSOCIATES INC:			384.80	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	NAME PLATE - REEVES	05/18/2022	31.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BOB'S CUSTOM TROPHIES:			31.00	
BOEGE, LISA				
BOEGE, LISA	YOUTH SB UMPIRE	05/13/2022	130.00	PARK & RECREATI
Total BOEGE, LISA:			130.00	
BOLTON & MENK INC				
BOLTON & MENK INC	DOWNTOWN CONSTRUCTION PHASE ENGI	04/29/2022	25,857.51	SQUARE STREETS
Total BOLTON & MENK INC:			25,857.51	
BRAVO GREATER DES MOINES				
BRAVO GREATER DES MOINES	FY22 3RD QRT CONTRIBUTION	05/26/2022	11,626.00	GENERAL FUND
Total BRAVO GREATER DES MOINES:			11,626.00	
CDW GOVERNMENT INC				
CDW GOVERNMENT INC	CISCO WARRENTY EXTENSION (HYPERV04)	05/03/2022	538.00	GENERAL FUND
Total CDW GOVERNMENT INC:			538.00	
CENTRAL IOWA FASTENERS				
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES	05/20/2022	75.00	PARK & RECREATI
CENTRAL IOWA FASTENERS	TOILET PAPER FOR PICKARD	05/20/2022	150.00	PARK & RECREATI
Total CENTRAL IOWA FASTENERS:			225.00	
CENTRAL IOWA PEST CONTROL SRVCS				
CENTRAL IOWA PEST CONTRO	PEST CONTROL	05/12/2022	185.00	GENERAL FUND
Total CENTRAL IOWA PEST CONTROL SRVCS:			185.00	
CHIA, MICHAEL				
CHIA, MICHAEL	CELL BILL	05/19/2022	50.00	POLICE FUND
Total CHIA, MICHAEL:			50.00	
CHRISTIAN OPPORTUNITY CENTER				
CHRISTIAN OPPORTUNITY CEN	CLEAN OFFICE & BATHROOM	05/11/2022	90.00	ROAD USE TAX FU
Total CHRISTIAN OPPORTUNITY CENTER:			90.00	
CINTAS CORPORATION				
CINTAS CORPORATION	WRRD FIRST AID SUPPLIES	05/19/2022	47.48	SEWER FUND
Total CINTAS CORPORATION:			47.48	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	TREATED 2 X 10 - 8'	05/11/2022	36.00	PARK & RECREATI
CIRCLE B CASHWAY	TREATED 2 X 10 - 8'	05/16/2022	54.00	PARK & RECREATI
CIRCLE B CASHWAY	EDUCATION/TRAINING	05/24/2022	75.11	POLICE FUND
CIRCLE B CASHWAY	KWIKRETE FOR SOUTH PLANT	05/25/2022	13.17	SEWER FUND
CIRCLE B CASHWAY	KWIKRETE FOR SOUTH PLANT	05/25/2022	4.39	SEWER FUND
Total CIRCLE B CASHWAY:			182.67	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CLARK EQUIPMENT CO				
CLARK EQUIPMENT CO	BOBCAT UTV34D	05/05/2022	21,817.04	VEHICLE RESERV
Total CLARK EQUIPMENT CO:			21,817.04	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	PRE - MIX OIL, TRIMMER LINE	05/10/2022	43.73	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	TRIMMER HEAD	05/10/2022	24.19	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	REPAIRS ON HS 45 HEDGE TRIMMER	05/19/2022	152.86	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			220.78	
COLEMAN MOORE COMPANY				
COLEMAN MOORE COMPANY	CONCRETE CANVAS FOR PIPE LINEING	05/19/2022	3,520.58	STORMWATER UTI
Total COLEMAN MOORE COMPANY:			3,520.58	
CONFLUENCE INC.				
CONFLUENCE INC.	2022 STRATEGIC PLAN	05/12/2022	1,873.62	GENERAL FUND
Total CONFLUENCE INC.:			1,873.62	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	04/12/2022	270.00	POLICE FUND
CRAIG'S AUTOMOTIVE	SERVICE VEHICLES	04/21/2022	1,019.70	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	05/09/2022	1,083.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			2,372.70	
CROSS, CHUCK				
CROSS, CHUCK	MAY 2022 WELLNESS	05/20/2022	25.00	FIRE FUND
Total CROSS, CHUCK:			25.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	04012022 CC MINUTES	04/30/2022	16.97	GENERAL FUND
DES MOINES REGISTER MEDIA	04022022 CC MINUTES	04/30/2022	87.75	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE STORM SEWER EASEMENT CO	04/30/2022	38.42	GENERAL FUND
DES MOINES REGISTER MEDIA	04042022 CC MINUTES	04/30/2022	226.09	GENERAL FUND
DES MOINES REGISTER MEDIA	04062022 CC MINUTES	04/30/2022	156.38	GENERAL FUND
DES MOINES REGISTER MEDIA	04132022 CC MINUTES	04/30/2022	25.55	GENERAL FUND
DES MOINES REGISTER MEDIA	04132022 CC JOINT MINUTES (1/2)	04/30/2022	17.34	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE 506 W 2ND DEV AGREE	04/30/2022	28.77	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE 506 W 2ND SALE	04/30/2022	29.84	GENERAL FUND
DES MOINES REGISTER MEDIA	04182022 CC MINUTES	04/30/2022	322.07	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE FY22 BUDGET AMEND	04/30/2022	140.83	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			1,090.01	
DEYARMAN FORD OF INDIANOLA				
DEYARMAN FORD OF INDIANO	OIL CHANGE '18 F250	05/12/2022	66.60	SEWER FUND
Total DEYARMAN FORD OF INDIANOLA:			66.60	
DISSELL, CHARLES				
DISSELL, CHARLES	IOWA DEV 2022 CONFERENCE	05/19/2022	147.42	GENERAL FUND
DISSELL, CHARLES	MILEAGE TO HEARTLAND ECON DEV CONF	05/19/2022	228.15	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DISSELL, CHARLES:			375.57	
DIVERSIFIED INSPECTIONS INC				
DIVERSIFIED INSPECTIONS IN	ANNUAL SERVICE TRUCK INSPECTION	01/30/2022	448.05	SEWER FUND
Total DIVERSIFIED INSPECTIONS INC:			448.05	
DLH GRAFX				
DLH GRAFX	SOFTBALL COMPLEX SPONSOR BANNERS	05/16/2022	456.00	PARK & RECREATI
DLH GRAFX	AQUATIC CENTER STAFF SHIRTS	05/18/2022	1,232.49	POOL (MEMORIAL)
DLH GRAFX	2XL T-SHIRTS	05/19/2022	178.40	PARK & RECREATI
DLH GRAFX	POOL STAFF VISORS	05/20/2022	269.70	POOL (MEMORIAL)
Total DLH GRAFX:			2,136.59	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	NEW TIRE FOR JD 1200A DRAG	05/18/2022	114.98	PARK & RECREATI
DOWNEY TIRE PROS	TIRE REPAIR SERVICE TRUCK	05/27/2022	40.30	SEWER FUND
Total DOWNEY TIRE PROS:			155.28	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	ACTIVITY CENTER MAY CLEANING	05/15/2022	1,557.00	PARK & RECREATI
DUST PROS JANITORIAL	JANITORIAL SERVICES	05/15/2022	4,100.00	GENERAL FUND
DUST PROS JANITORIAL	CLEANING SUPPLIES	05/31/2022	191.00	GENERAL FUND
DUST PROS JANITORIAL	ACTIVITY CENTER PAPER TOWELS	05/31/2022	36.75	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,884.75	
FAREWAY STORE				
FAREWAY STORE	TEA PARTY SNACKS	05/16/2022	10.47	PARK & RECREATI
Total FAREWAY STORE:			10.47	
FICKES, EDWARD LEE				
FICKES, EDWARD LEE	COED & COED CHURCH SB UMPIRES	05/13/2022	168.00	PARK & RECREATI
Total FICKES, EDWARD LEE:			168.00	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	FF2 TESTING JOE COLBY	05/09/2022	50.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			50.00	
GALLS LLC				
GALLS LLC	VEST REPLACEMENT	05/03/2022	688.91	POLICE FUND
GALLS LLC	CAPTAINS BADGES	05/11/2022	519.50	FIRE FUND
GALLS LLC	VEST REPLACEMENT	05/16/2022	678.00	POLICE FUND
GALLS LLC	CHUCK CROSS HONOR GUARD UNIFORM	05/23/2022	118.96	FIRE FUND
GALLS LLC	TED NELLER HONOR GUARD UNIFORM	05/23/2022	118.96	FIRE FUND
GALLS LLC	CHRIS SETTLES HONOR GUARD UNIFORM	05/23/2022	48.97	FIRE FUND
Total GALLS LLC:			2,173.30	
GEERS, DAN				
GEERS, DAN	BIKE FEST ENTERTAINMENT	05/26/2022	250.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GEERS, DAN:			250.00	
HAWKINS INC				
HAWKINS INC	TEST KITS, CALCIUM CHLORIDE, SODIUM BI	05/04/2022	1,194.53	POOL (MEMORIAL)
HAWKINS INC	AQUATIC CENTER CHLORINE	05/04/2022	549.00	POOL (MEMORIAL)
HAWKINS INC	HYDROCHLORIC ACID	05/06/2022	225.00	POOL (MEMORIAL)
Total HAWKINS INC:			1,968.53	
HAWKINS, ROB				
HAWKINS, ROB	CELL PHONE	05/11/2022	50.00	POLICE FUND
Total HAWKINS, ROB:			50.00	
HR GREEN INC				
HR GREEN INC	WRRF TRUNK SEWER ENGINEERING	05/23/2022	17,682.63	WWTP FACILITY C
HR GREEN INC	ON CALL SERVICES	05/23/2022	2,386.00	SEWER CAPITAL P
Total HR GREEN INC:			20,068.63	
IMPACT7G				
IMPACT7G	SOUTH PLANT ASBESTOS INSPECTION	05/10/2022	1,200.00	SEWER FUND
Total IMPACT7G:			1,200.00	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	SEWER CREDIT CARD PROCESSING FEE	05/17/2022	1,280.57	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	STORM WTR CREDIT CARD PROCESSING F	05/17/2022	72.76	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	RECYCLING CREDIT CARD PROCESSING F	05/17/2022	101.86	RECYCLING FUND
INDIANOLA MUNICIPAL UTILITIE	FIBER EXTENSION	05/23/2022	60,000.00	WWTP FACILITY C
Total INDIANOLA MUNICIPAL UTILITIES:			61,455.19	
IOWA DEPT OF NATURAL RESOURCES				
IOWA DEPT OF NATURAL RESO	TITLE V EMISSION FEE	05/26/2022	20.30	SEWER FUND
IOWA DEPT OF NATURAL RESO	WRRF NPDES PERMIT	05/27/2022	85.00	SEWER FUND
Total IOWA DEPT OF NATURAL RESOURCES:			105.30	
IOWA LEAGUE OF CITIES				
IOWA LEAGUE OF CITIES	GRANTFINDER	05/11/2022	50.00	GENERAL FUND
Total IOWA LEAGUE OF CITIES:			50.00	
IOWA MEDICAID ENTERPRISE				
IOWA MEDICAID ENTERPRISE	GEMT MCO PAYMENT/ STATE	05/13/2022	4,608.98	AMBULANCE FUN
Total IOWA MEDICAID ENTERPRISE:			4,608.98	
IOWA ONE CALL				
IOWA ONE CALL	WRRD LOCATES	05/20/2022	844.20	SEWER FUND
Total IOWA ONE CALL:			844.20	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	STREETNAME SIGNS	05/06/2022	399.52	ROAD USE TAX FU
IOWA PRISON INDUSTRIES	STREET NAME SIGNS	05/09/2022	295.46	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IOWA PRISON INDUSTRIES	MESSAGE SIGNS	05/23/2022	75.20	GENERAL FUND
IOWA PRISON INDUSTRIES	WARNING SIGNS	05/23/2022	88.80	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			858.98	
JUSTIN CHEW				
JUSTIN CHEW	RETRIEVE PUSH CAMERA	05/26/2022	746.00	SEWER FUND
Total JUSTIN CHEW:			746.00	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	MONTHLY LAB TESTS	05/11/2022	1,092.00	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,092.00	
KIESLER POLICE SUPPLY INC				
KIESLER POLICE SUPPLY INC	EDUCATION/TRAINING	05/11/2022	126.20	POLICE FUND
Total KIESLER POLICE SUPPLY INC:			126.20	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	MONTHLY CONTRACTED SERVICES-JUNE 2	05/20/2022	4,000.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			4,000.00	
LANGMAN CONSTRUCTION INC				
LANGMAN CONSTRUCTION INC	PAY APP # 1 GOLF COURSE	05/27/2022	30,796.15	WWTP FACILITY C
LANGMAN CONSTRUCTION INC	PAY APP # 14	05/27/2022	35,727.98	WWTP FACILITY C
Total LANGMAN CONSTRUCTION INC:			66,524.13	
LAWSON PRODUCTS				
LAWSON PRODUCTS	PERSONAL PROTECTIVE EQUIPMENT	05/12/2022	531.20	ROAD USE TAX FU
LAWSON PRODUCTS	PERSONAL PROTECTIVE EQUIPMENT	05/20/2022	141.76	ROAD USE TAX FU
Total LAWSON PRODUCTS:			672.96	
LEADSONLINE LLC				
LEADSONLINE LLC	EDUCATION/TRAINING	05/15/2022	2,370.00	POLICE FUND
Total LEADSONLINE LLC:			2,370.00	
LEFLER, JOSHUA				
LEFLER, JOSHUA	PHONE APPLICATION	05/18/2022	95.76	POLICE FUND
Total LEFLER, JOSHUA:			95.76	
LENT, ANDREW				
LENT, ANDREW	MAY 2022 WELLNESS	05/19/2022	25.00	GENERAL FUND
Total LENT, ANDREW:			25.00	
LOGOED APPAREL & PROMOTIONS				
LOGOED APPAREL & PROMOTI	SAFE GREEN SHIRTS	05/11/2022	1,412.57	ROAD USE TAX FU
Total LOGOED APPAREL & PROMOTIONS:			1,412.57	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
LUNDE, SEAN				
LUNDE, SEAN	MAY 2022 WELLNESS	05/17/2022	15.00	FIRE FUND
Total LUNDE, SEAN:			15.00	
MACQUEEN EQUIPMENT				
MACQUEEN EQUIPMENT	PARTS FOR SWEEPER	05/18/2022	81.86	ROAD USE TAX FU
MACQUEEN EQUIPMENT	HYDRO VAC TUBE AND CLAMPS FOR JETTE	05/23/2022	379.86	SEWER FUND
Total MACQUEEN EQUIPMENT:			461.72	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	ELECTRICAL TAPE, TERMINAL COMPOUND	05/09/2022	21.12	PARK & RECREATI
MCCOY HARDWARE INC	ITEMS FOR GUARD SHACK	05/10/2022	9.88	GENERAL FUND
MCCOY HARDWARE INC	HOLE SAW BIT	05/11/2022	11.69	ROAD USE TAX FU
MCCOY HARDWARE INC	PADLOCKS, CLEANING SUPPLIES	05/11/2022	20.36	POOL (MEMORIAL)
MCCOY HARDWARE INC	KEYS, CLEANING SUPPLIES	05/11/2022	22.88	POOL (MEMORIAL)
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE	05/13/2022	4.69	POOL (MEMORIAL)
MCCOY HARDWARE INC	VEHICLE MAINTENANCE	05/13/2022	9.42	POLICE FUND
MCCOY HARDWARE INC	PAINT SUPPLIES, DISINFECTANT SPRAYER,	05/14/2022	166.27	POOL (MEMORIAL)
MCCOY HARDWARE INC	VEHICLE MAINTENANCE	05/14/2022	4.94	POLICE FUND
MCCOY HARDWARE INC	CLEANING BUCKETS	05/16/2022	10.69	POOL (MEMORIAL)
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE	05/17/2022	2.50	POOL (MEMORIAL)
MCCOY HARDWARE INC	MOP STICK, MOP HEAD	05/17/2022	26.08	PARK & RECREATI
MCCOY HARDWARE INC	FLOWER SEEDS	05/18/2022	11.54	PARK & RECREATI
MCCOY HARDWARE INC	RAISED BED SOIL	05/19/2022	35.96	PARK & RECREATI
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE	05/19/2022	2.50	POOL (MEMORIAL)
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE, TOOLS	06/20/2022	35.68	POOL (MEMORIAL)
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE RETURN	05/20/2022	2.50	POOL (MEMORIAL)
MCCOY HARDWARE INC	AQUATIC CENTER HARDWARE	05/23/2022	6.46	POOL (MEMORIAL)
MCCOY HARDWARE INC	MOP BUCKET FOR MOATS RR	05/25/2022	90.89	PARK & RECREATI
MCCOY HARDWARE INC	FIREARMS TRAILER LOCK	05/25/2022	26.09	POLICE FUND
MCCOY HARDWARE INC	BIKE FEST PAINT	05/27/2022	12.97	PARK & RECREATI
Total MCCOY HARDWARE INC:			530.11	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	COED SB UMPIRE	05/13/2022	84.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			84.00	
MELLEN & ASSOCIATES INC				
MELLEN & ASSOCIATES INC	CONNECTOR FOR RETURN VALVE	03/25/2022	865.00	SEWER FUND
Total MELLEN & ASSOCIATES INC:			865.00	
MENARDS				
MENARDS	DISC GOLF COURSE LUMBER, QUICKCRET	05/11/2022	2,598.37	PARK & RECREATI
Total MENARDS:			2,598.37	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	ENTRANCE SIGN LIGHTING	05/13/2022	11.68	GENERAL FUND
MID AMERICAN ENERGY CO.	O STREET LIGHTING	05/13/2022	158.10	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	05/18/2022	57.88	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	05/18/2022	36.85	SEWER FUND
MID AMERICAN ENERGY CO.	MID AMERICAN UTILITIES 206 N 1ST	05/19/2022	81.20	FIRE FUND
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	05/19/2022	219.80	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MID AMERICAN ENERGY CO.	UTILITIES - GAS	05/19/2022	160.14	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	UTILITIES - GAS	05/19/2022	135.28	POLICE FUND
MID AMERICAN ENERGY CO.	69750-52006 QM3 LIFT	05/19/2022	47.39	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITIES - GAS	05/20/2022	963.57	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			1,871.89	
MOTOROLA SOLUTIONS				
MOTOROLA SOLUTIONS	RADIO UPGRADES	03/19/2022	17,248.00	ROAD USE TAX FU
MOTOROLA SOLUTIONS	RADIO UPGRADE	04/06/2022	659.12	ROAD USE TAX FU
Total MOTOROLA SOLUTIONS:			17,907.12	
MTI DISTRIBUTING INC				
MTI DISTRIBUTING INC	COOLING FAN, FUEL FILTERS FOR VENTRA	05/16/2022	124.28	PARK & RECREATI
Total MTI DISTRIBUTING INC:			124.28	
MUNICIPAL PIPE TOOL CO.				
MUNICIPAL PIPE TOOL CO.	RETERM KIT FOR PUSH CAMERA	05/27/2022	551.68	SEWER FUND
Total MUNICIPAL PIPE TOOL CO.:			551.68	
MUTUAL OF OMAHA				
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - HR	05/20/2022	68.26	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - SEWER	05/20/2022	189.00	SEWER FUND
MUTUAL OF OMAHA	DENTAL - LIBRARY	05/20/2022	262.49	LIBRARY FUND
MUTUAL OF OMAHA	DENTAL - POLICE	05/20/2022	1,013.86	POLICE FUND
MUTUAL OF OMAHA	DENTAL - STREETS	05/20/2022	366.77	ROAD USE TAX FU
MUTUAL OF OMAHA	DENTAL - COMM DEV	05/20/2022	138.67	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD ADJ - EE LIABILITY	05/20/2022	13.46	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - EE LIABILITY	05/20/2022	836.56	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - SEWER	05/20/2022	357.39	SEWER FUND
MUTUAL OF OMAHA	DENTAL - AMBULANCE	05/20/2022	360.69	AMBULANCE FUN
MUTUAL OF OMAHA	DENTAL ADJ - FIRE	05/20/2022	10.43	FIRE FUND
MUTUAL OF OMAHA	DENTAL - FIRE	05/20/2022	63.65	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - AMBULANCE	05/20/2022	697.93	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - FIRE	05/20/2022	123.16	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - POLICE	05/20/2022	1,612.30	POLICE FUND
MUTUAL OF OMAHA	DENTAL - FINANCE/CLERK	05/20/2022	216.15	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - IT	05/20/2022	81.10	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - HR	05/20/2022	81.10	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - IT	05/20/2022	48.52	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - EE LIABILITY	05/20/2022	1,231.85	GENERAL FUND
MUTUAL OF OMAHA	DENTAL ADJ - EE LIABILITY	05/20/2022	40.00	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - LIBRARY	05/20/2022	274.73	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - PARKS	05/20/2022	212.19	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - P&R	05/20/2022	281.31	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - PARKS	05/20/2022	115.86	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - P&R	05/20/2022	173.43	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL ADJ - AMBULANCE	05/20/2022	59.09	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - STREETS	05/20/2022	389.93	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - COMM DEV	05/20/2022	235.12	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD,STD - FINANCE/CLERK	05/20/2022	236.35	GENERAL FUND
Total MUTUAL OF OMAHA:			9,572.31	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
NICKELSON, RENEE				
NICKELSON, RENEE	DEPOSIT REFUND - BUXTON ROOM	05/23/2022	200.00	PARK & RECREATI
Total NICKELSON, RENEE:			200.00	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	CONCRETE - 2 MANHOLE REPAIRS	05/09/2022	266.00	SEWER FUND
NORWALK READY-MIXED CON	CONCRETE FOR 1703 E CLINTON	05/09/2022	831.25	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE - 406 E EUCLID - STORM WTR R	05/10/2022	278.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE - 406 E EUCLID	05/11/2022	1,360.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE - 1210 E GIRARD	05/12/2022	1,656.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE W 4TH AVE - S B ST	05/16/2022	1,809.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE FOR PIPE REPAIR 1202 E FRAN	05/17/2022	208.50	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE AT W 4TH AVE & S B ST	05/18/2022	1,027.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	POUR WALL OF INTAKE AT 104 E ORCHARD	05/20/2022	332.50	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE FOR N APPLE & E ORCHARD	05/23/2022	1,064.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			8,832.75	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	REPAIR AC ON UNIT 5 LOADER	05/09/2022	51.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	PART - #28 DUMPTRUCK	05/10/2022	1.14	ROAD USE TAX FU
O'REILLY AUTO PARTS	CAULKING SEALANT	05/16/2022	5.89	ROAD USE TAX FU
O'REILLY AUTO PARTS	STARTER FOR CHIPPER	05/25/2022	43.46	PARK & RECREATI
O'REILLY AUTO PARTS	RETURN INCORRECT STARTER FOR CHIPP	05/26/2022	31.38	PARK & RECREATI
O'REILLY AUTO PARTS	ANTIFREEZE, STOP LEAK FOR RADIATOR	05/26/2022	30.98	PARK & RECREATI
Total O'REILLY AUTO PARTS:			164.84	
PARK, KRIS				
PARK, KRIS	COED & COED CHURCH SB UMPIRE	05/13/2022	140.00	PARK & RECREATI
Total PARK, KRIS:			140.00	
PAYETTE, AARON				
PAYETTE, AARON	MAY 2022 WELLNESS	05/13/2022	15.00	FIRE FUND
Total PAYETTE, AARON:			15.00	
PERFORMANCE FOOD SERVICE - TPC				
PERFORMANCE FOOD SERVIC	AQUATIC CENTER CONCESSIONS	05/06/2022	1,362.33	POOL (MEMORIAL)
PERFORMANCE FOOD SERVIC	PICKARD CONCESSIONS	05/12/2022	697.16	PARK & RECREATI
PERFORMANCE FOOD SERVIC	PICKARD CONCESSIONS	05/19/2022	1,628.95	PARK & RECREATI
PERFORMANCE FOOD SERVIC	AQUATIC CENTER CONCESSIONS	05/20/2022	1,169.76	POOL (MEMORIAL)
Total PERFORMANCE FOOD SERVICE - TPC:			4,858.20	
PURCHASE POWER				
PURCHASE POWER	POSTAGE REFILL	05/20/2022	503.50	GENERAL FUND
Total PURCHASE POWER:			503.50	
RAFFETY, JACKIE				
RAFFETY, JACKIE	CELL MAY 2022	05/23/2022	50.00	GENERAL FUND
Total RAFFETY, JACKIE:			50.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
REDITECH				
REDITECH	SUPPORT CONTRACT	06/01/2022	9,215.00	GENERAL FUND
REDITECH	OFFICE 365 X65 JUNE	06/01/2022	647.40	GENERAL FUND
Total REDITECH:			9,862.40	
REEVES, BEN				
REEVES, BEN	CM RENTAL REIMB	05/25/2022	1,200.00	GENERAL FUND
REEVES, BEN	CM MOVING EXPENSES	05/25/2022	9,859.66	GENERAL FUND
Total REEVES, BEN:			11,059.66	
RICHARDSON, STEVE				
RICHARDSON, STEVE	MILEAGE	05/19/2022	148.59	GENERAL FUND
RICHARDSON, STEVE	EDUCATION /TRAINING	05/19/2022	135.55	GENERAL FUND
Total RICHARDSON, STEVE:			284.14	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	D GRAHAM PPE ATHLETIX	05/27/2022	3,466.50	FIRE FUND
SANDRY FIRE SUPPLY LLC	FF GLOVES PPE 10 PAIR	05/27/2022	810.00	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			4,276.50	
SHULL, DOUG				
SHULL, DOUG	MONTHLY CONTRACTED SERVICES	05/20/2022	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SITEONE LANDSCAPE SUPPLY LLC				
SITEONE LANDSCAPE SUPPLY	RAKES, SPRINKLER HEADS AND NOZZLES	05/16/2022	292.45	PARK & RECREATI
Total SITEONE LANDSCAPE SUPPLY LLC:			292.45	
STERNQUIST CONST. INC.				
STERNQUIST CONST. INC.	CRUSHED CONCRETE	05/16/2022	232.50	ROAD USE TAX FU
STERNQUIST CONST. INC.	CRUSHED CONCRETE	05/17/2022	211.20	ROAD USE TAX FU
STERNQUIST CONST. INC.	CRUSHED CONCRETE FOR STREET REPAIR	05/26/2022	1,009.20	ROAD USE TAX FU
Total STERNQUIST CONST. INC.:			1,452.90	
SUNDOWN EQUIPMENT				
SUNDOWN EQUIPMENT	NEW ENGINE FOR KUBOTA F3990 MOWER	05/25/2022	13,954.72	PARK & RECREATI
Total SUNDOWN EQUIPMENT:			13,954.72	
SWANK MOTION PICTURES INC.				
SWANK MOTION PICTURES INC	OUTDOOR MOVIE LICENSE - MAY 20, 2022	05/11/2022	475.00	PARK & RECREATI
Total SWANK MOTION PICTURES INC.:			475.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #1506 TRASH	05/24/2022	93.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE BILL	05/24/2022	18.00	POLICE FUND
T.R.M. DISPOSAL LLC	ACCT #583 NORTH PLANT	05/24/2022	90.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			201.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
THEISEN'S				
THEISEN'S	SHOP BROOM	05/09/2022	14.99	ROAD USE TAX FU
THEISEN'S	GENERATOR/AC UNIT GAURD SHACK	05/11/2022	999.93	GENERAL FUND
THEISEN'S	PIPE CAP	05/17/2022	2.79	STORMWATER UTI
THEISEN'S	PLANTS	05/23/2022	75.34	PARK & RECREATI
THEISEN'S	RED LAVA ROCK	05/24/2022	6.49	PARK & RECREATI
THEISEN'S	PART FOR TOOL RACK ON UNIT 35, PICKUP	05/25/2022	34.56	ROAD USE TAX FU
THEISEN'S	AIR FRESHNERS, TOOLS, TRANS/HYDRAULI	05/25/2022	107.81	PARK & RECREATI
THEISEN'S	CONCRETE CUTTING BLADES FOR HAND G	05/26/2022	59.98	PARK & RECREATI
Total THEISEN'S:			1,301.89	
TK ELEVATOR CORPORATION				
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	06/01/2022	339.51	GENERAL FUND
Total TK ELEVATOR CORPORATION:			339.51	
TRUBANK				
TRUBANK	DOWNTOWN BIZ INTEREST - OUDERKIRK	05/20/2022	177.26	DOWNTOWN BIZ I
Total TRUBANK:			177.26	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONE FIRE	05/14/2022	321.74	AMBULANCE FUN
U.S. CELLULAR	CELL PHONE STREET	05/14/2022	103.99	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE - PARK	05/14/2022	40.93	PARK & RECREATI
U.S. CELLULAR	CELL PHONE SEWER	05/14/2022	121.40	SEWER FUND
U.S. CELLULAR	CELL PHONE COM DEV	05/14/2022	192.84	GENERAL FUND
Total U.S. CELLULAR:			780.90	
VERIZON WIRELESS				
VERIZON WIRELESS	VERIZON POLICE BILL	05/15/2022	1,667.45	VEHICLE RESERV
Total VERIZON WIRELESS:			1,667.45	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - BLDG/ZONING	05/03/2022	61.42	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - FIRE	05/03/2022	2,061.90	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - AMBULANCE	05/03/2022	1,061.60	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - POLICE	05/03/2022	3,433.41	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - PARKS INVOICE	05/03/2022	546.20	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - PARKS ADMIN	05/03/2022	70.02	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - PARKS ADMIN	05/03/2022	154.57	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - STREET	05/03/2022	2,891.80	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - SEWER	05/03/2022	907.40	SEWER FUND
Total WARREN COUNTY ENGINEER:			11,188.32	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	22-3842 OTP ALLEY	05/10/2022	17.00	GENERAL FUND
WARREN COUNTY RECORDER	22-4788 SQUARE EASEMENT	05/10/2022	47.00	GENERAL FUND
WARREN COUNTY RECORDER	22-4789 SQUARE EASEMENT	05/10/2022	47.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			111.00	
WATERLOO TENT & TARP				
WATERLOO TENT & TARP	CANOPY REPAIR - PICKARD	05/10/2022	179.71	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WATERLOO TENT & TARP	CANOPY REPAIRS - AQUATIC CENTER	05/10/2022	539.12	POOL (MEMORIAL)
Total WATERLOO TENT & TARP:			718.83	

WELLS FARGO CCER

WELLS FARGO CCER	CLIENT ANALYSIS REPORT	05/10/2022	46.00	GENERAL FUND
WELLS FARGO CCER	Friends of the Library - summer reading progra	04/30/2022	20.00	LIBRARY SPECIAL
WELLS FARGO CCER	Friends of the Library - summer reading progra	04/30/2022	652.00	LIBRARY SPECIAL
WELLS FARGO CCER	Seed Library - Master GardenersSeed Savers E	04/30/2022	15.00	LIBRARY SPECIAL
WELLS FARGO CCER	65080- PostageUsps Po 1843650625	04/30/2022	39.06	LIBRARY FUND
WELLS FARGO CCER	laPelra Spring Conference 2022Eb lapelra Spri	04/30/2022	50.00	GENERAL FUND
WELLS FARGO CCER	Car Wash for VehiclesExecutive Laser Wash	04/30/2022	25.00	GENERAL FUND
WELLS FARGO CCER	Lunch for CM InterviewsFunaro S Deli	04/30/2022	104.92	GENERAL FUND
WELLS FARGO CCER	Weather Station and PaintAmzn Mktp Us 13245	04/30/2022	44.63	SEWER FUND
WELLS FARGO CCER	LP for North PlantWarren County Oil	04/30/2022	2,080.98	SEWER FUND
WELLS FARGO CCER	Grill for Team BondingVan Wall Equipment	04/30/2022	1,069.97	SEWER FUND
WELLS FARGO CCER	LP for North PlantWarren County Oil	04/30/2022	2,219.22	SEWER FUND
WELLS FARGO CCER	New key for detective truck 203DSq MikeS Met	04/30/2022	155.25	POLICE FUND
WELLS FARGO CCER	FBI-LEEDA Course WilliamsFbi Leeda Inc	04/30/2022	695.00	POLICE FUND
WELLS FARGO CCER	Firearms training course SteverPaypal Timherr	04/30/2022	460.00	POLICE FUND
WELLS FARGO CCER	TV for PD Squad RoomWal-Mart #1491	04/30/2022	455.58	POLICE FUND
WELLS FARGO CCER	Ambulance Supply - Multiple Medical Supply lte	04/30/2022	718.03	AMBULANCE FUN
WELLS FARGO CCER	Israeli Bandages for PD - Case order in error, re	04/30/2022	749.00	AMBULANCE FUN
WELLS FARGO CCER	Lunch for CM interviewsFunaro S Deli	04/30/2022	31.60	GENERAL FUND
WELLS FARGO CCER	ProgramsHy-Vee Indianola 1271	04/30/2022	60.97	LIBRARY FUND
WELLS FARGO CCER	FAA Part 107 Exam HawkinsPsi Services Llc	04/30/2022	175.00	POLICE FUND
WELLS FARGO CCER	ASP equipmentSp Asp Inc	04/30/2022	238.00	POLICE FUND
WELLS FARGO CCER	Office supplies - batteriesMccoy True Value	04/30/2022	10.79	LIBRARY FUND
WELLS FARGO CCER	Office Supplies - batteriesMccoy True Value	04/30/2022	10.79	LIBRARY FUND
WELLS FARGO CCER	medicationsMercyone Clive00015776	04/30/2022	14.25	AMBULANCE FUN
WELLS FARGO CCER	medicationsMercyone Clive00015776	04/30/2022	23.99	AMBULANCE FUN
WELLS FARGO CCER	Water Hose Replacement for Truck Bay Northe	04/30/2022	64.99	FIRE FUND
WELLS FARGO CCER	Training Officer Credential RenewalThe Internat	04/30/2022	50.00	FIRE FUND
WELLS FARGO CCER	July 2022 Clerk/Finance Classeslsu Event Regi	04/30/2022	256.00	GENERAL FUND
WELLS FARGO CCER	Flowers for the service of Mayor Ericksons FILS	04/30/2022	40.00	GENERAL FUND
WELLS FARGO CCER	software access contractAdobe Acropro Subs	04/30/2022	15.89	POLICE FUND
WELLS FARGO CCER	phone monthlyConnected Solutions Group	04/30/2022	37.09	POLICE FUND
WELLS FARGO CCER	ProgramsHy-Vee Indianola 1271	04/30/2022	14.99	LIBRARY FUND
WELLS FARGO CCER	Funeral flowers - employee parentHy-Vee India	04/30/2022	47.44	LIBRARY FUND
WELLS FARGO CCER	Detective video camera battery and chargerEba	04/30/2022	19.40	POLICE FUND
WELLS FARGO CCER	Marketing expenseMailchimp	04/30/2022	63.13	LIBRARY FUND
WELLS FARGO CCER	Teen programmingWm Supercenter #1491	04/30/2022	67.08	LIBRARY FUND
WELLS FARGO CCER	Marketing expenseTechsoup	04/30/2022	30.00	LIBRARY FUND
WELLS FARGO CCER	return of medicationsMercyone Clive00015776	04/30/2022	14.25-	AMBULANCE FUN
WELLS FARGO CCER	medicationsMercyone Clive00015776	04/30/2022	215.19	AMBULANCE FUN
WELLS FARGO CCER	Dance SuppliesWal-Mart #1491	04/30/2022	70.74	PARK & RECREATI
WELLS FARGO CCER	Egg Hunt SuppliesDollartree	04/30/2022	7.50	PARK & RECREATI
WELLS FARGO CCER	Aquatic Center Air HornsWal-Mart #1491	04/30/2022	49.80	POOL (MEMORIAL)
WELLS FARGO CCER	Outdoor Movie BannerBannerworld	04/30/2022	209.65	PARK & RECREATI
WELLS FARGO CCER	office suppliesWal-Mart #1491	04/30/2022	114.52	POLICE FUND
WELLS FARGO CCER	Detective video camera adapterEbay O 16-084	04/30/2022	15.49	POLICE FUND
WELLS FARGO CCER	Pool ADA Lift Repair PartsAccesstr.Com	04/30/2022	749.00	POOL (MEMORIAL)
WELLS FARGO CCER	Pickard Concession Supplies, Egg Hunt Prizes	04/30/2022	44.28	PARK & RECREATI
WELLS FARGO CCER	Monthly Adobe SubscriptionAdobe Creative Clo	04/30/2022	52.99	PARK & RECREATI
WELLS FARGO CCER	ID badge cases and lanyardsSpecialistid.Com	04/30/2022	119.96	FIRE FUND
WELLS FARGO CCER	Aquatic Center Cleaning Supplies Shower curtai	04/30/2022	172.21	POOL (MEMORIAL)
WELLS FARGO CCER	Pool and Water Slides Annual LicensesDph Re	04/30/2022	140.00	POOL (MEMORIAL)
WELLS FARGO CCER	Family programMenards Des Moines Ia	04/30/2022	32.70	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	Supplies for pancake breakfast.Wal-Mart #1491	04/30/2022	97.48	FIRE FUND
WELLS FARGO CCER	Mailing of terminated employee personnel effect	04/30/2022	19.44	AMBULANCE FUN
WELLS FARGO CCER	Floor dry for fuel spillsTheisenS #21	04/30/2022	74.90	FIRE FUND
WELLS FARGO CCER	Pickard Concession SuppliesWal-Mart #1491	04/30/2022	77.90	PARK & RECREATI
WELLS FARGO CCER	Pickard Concession Cheese MachineGehl Food	04/30/2022	99.00	PARK & RECREATI
WELLS FARGO CCER	Registration for Schroder and HulenIowa Leagu	04/30/2022	160.00	GENERAL FUND
WELLS FARGO CCER	IMFOA Fall Conferencelmfoa	04/30/2022	125.00	GENERAL FUND
WELLS FARGO CCER	IMFOA Fall conference service feeCity Service	04/30/2022	4.44	GENERAL FUND
WELLS FARGO CCER	Cookies and Water for city manager public meet	04/30/2022	48.54	GENERAL FUND
WELLS FARGO CCER	Pesticide License Fee for Connor Skultetyla De	04/30/2022	15.00	PARK & RECREATI
WELLS FARGO CCER	Pesticide License Testing - Connor SkultetyIowa	04/30/2022	50.00	PARK & RECREATI
WELLS FARGO CCER	EE Meet and Greet EE Get Together MealsHy-V	04/30/2022	18.45	GENERAL FUND
WELLS FARGO CCER	SIPStation Fax linesSangoma Us Inc	04/30/2022	77.36	GENERAL FUND
WELLS FARGO CCER	Library of Things CollectionTechsoup	04/30/2022	15.00	LIBRARY FUND
WELLS FARGO CCER	DVD / Video Game CollectionGamestop	04/30/2022	737.51	LIBRARY FUND
WELLS FARGO CCER	CPR for Vanderpool constructionSpencer Munic	04/30/2022	1,020.00	AMBULANCE FUN
WELLS FARGO CCER	65021- Digital materials subscriptionOverdrive	04/30/2022	4,000.00	LIBRARY FUND
WELLS FARGO CCER	Friends of the Library - summer reading progra	04/30/2022	51.50	LIBRARY SPECIAL
Total WELLS FARGO CCER:			19,542.34	
WESTERN SPECIALTY CONTRACTORS				
WESTERN SPECIALTY CONTRA	POOL GUTTER SEALANT	05/25/2022	2,950.00	POOL (MEMORIAL)
Total WESTERN SPECIALTY CONTRACTORS:			2,950.00	
WHITLOCK, DOUG				
WHITLOCK, DOUG	COED CHURCH SB UMPIRE	05/13/2022	56.00	PARK & RECREATI
Total WHITLOCK, DOUG:			56.00	
ZIEGLER INC				
ZIEGLER INC	TILT ATTACHMENT FOR 908 M LOADER	05/19/2022	5,500.00	VEHICLE RESERV
ZIEGLER INC	PLAINVIEW GENERATOR REPAIR	05/19/2022	2,719.57	SEWER FUND
Total ZIEGLER INC:			8,219.57	
Grand Totals:			425,711.89	

City Council: _____



MEMORANDUM

To: Mayor and City Council
From:
Date: June 6, 2022
Subject: Approval of Minutes of the prior council meetings

Recommendation: Roll call is in order.

Attachments:

1. 05162022 CC Minutes
2. 05252022 CC Special Meeting Minutes
3. 06012022 CC Special Meeting Minutes



CITY OF INDIANOLA COUNCIL MEETING

May 16, 2022

6:00 PM

City Council Chambers

110 N 1st St.

Minutes

Call to Order

The Indianola City Council met in regular session at 6:00 PM on May 16, 2022 in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker, Ron Dalby, Gwen Schroder, Christina Beach, Steve Richardson and Mayor Erickson. Absent: None.

Public Comment

Michael Egle, 305 W Clinton and General & Artistic Director of Des Moines Metro Opera, spoke about their upcoming season, the economic impact of DMMO on the community, and thanked Council for their support.

Jordyn Hill, 8988 42nd Ln, Cumming, stated she is running for Warren County Recorder.

Consent Agenda

Council Member Hulen requested that agenda item 5B be pulled from the consent agenda. Items 5F1, 5F2, 5G and 5I were pulled from the consent agenda on a request by Council Member Richardson.

Council Member Schroder moved to approve the Consent Agenda and Hulen seconded it. In discussion, Interim City Manager Charlie Dissell explained items in the Payment Applications on the agenda. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda consisted of the following:

- Approval of Agenda
- Resolution 2022-093 approving monthly transfers
- Approval of Minutes of the prior council meeting
- Approval of Applications
- Approval of an annual refuse hauling permit for Waste Connections, Inc.
- Approval of Payment Application No 1 from Absolute Concrete in the amount of \$56,895.40 for the 2022 Infrastructure Improvements Project.
- Approval of Payment Application No 7 from Vanderpool Construction in the amount of \$64,804.25 for the South Plant Lift Station project.
- Approval of Payment Application No 23 from Williams Brothers Construction in the amount of \$1,670,922.23 for the Water Resource Recovery Facility project.
- Resolution 2022-094 to Approve Quote for Outdoor Warning Siren.
- Resolution 2022-098 approving salaries.

Council Member Parker moved to approve agenda item 5B - Claims and Beach seconded it. In discussion, Dissell explained the Maclyn Group contract. On roll call, the vote was AYES: Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. ABSTAIN: Hulen due to a conflict of interest. Whereas the Mayor declared the motion passed.

Council Member Richardson moved to approve agenda item 5F1 – Resolution 2022-094 approving an agreement with Terracon Consultants, Inc for Phase 1 Environmental Site Assessment of Warren County Highway Department property. Council Member Parker seconded it. In discussion, Public Works Director Akhilesh Pal stated the City needs to know environmental and geotechnical risks at the Warren Co Highway Dept Property before the City considers obtaining the property. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Richardson moved to approve agenda item 5F2 – Resolution 2022-095 approving an agreement with Terracon Consultants, Inc for Stage 1 Geotechnical Site Assessment of Warren County Highway Department property. Council Member Beach seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Parker moved to approve agenda item 5G – Resolution 2022-096 approving a contract with Snyder & Associates for traffic signal improvements at the intersection of Buxton Street and Second Avenue. Council Member Beach seconded it. Public Works Director Pal explained the traffic signal improvements that need completed at the intersection of Buxton St and 2nd Ave and the work Snyder & Assoc. would perform. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Parker moved to approve agenda item 5I – Resolution 2022-099 approving Change Order No 6 and Payment Application No 10 to Absolute Concrete in the amount of \$314,841.97 for the Square Reconstruction Project. Council Member Dalby seconded it. In discussion, Dissell reviewed the items in the change order, noting they were all requested by staff. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Reports

Council Member Dalby moved to receive and file the April 2022 Treasurer's Report and Hulen seconded it. City Treasurer Doug Shull explained changes in fund balances in the report. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Council Member Beach moved to approve the appointment of Hayden Keeney to serve on the Indianola Public Arts Commission for a term beginning July 1, 2022 and ending July 1, 2025. Council Member Hulen seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Councilmembers Hulen and Parker reported on meetings and seminars they attended on the Des Moines Partnership Washington DC Trip.

Councilman Richardson stated the Metro Advisory Committee had met and discussed proposed state legislation that may affect cities.

Mayor's Report

Mayor Erickson stated she had attended Irving's Career Day and met with Councilmember Schroder and Representative Boden about the Soul of Iowa campaign; extended congratulations to graduates at Simpson and IHS; invited the community to attend the Mayor's Youth Council Bike Fest on June 11; and reported that Bird Scooters are back.

Old Business

Council Member Schroder moved to approve Resolution 2022-100 setting a public hearing for June 20, 2022 at 6:00 PM regarding a budget amendment to the Fiscal Year 23 budget. Council Member Richardson seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

New Business

Council Member Beach moved to approve Resolution 2022-101 approving a Major Site Plan application for restaurant and retail sales at 1010 North Jefferson Way and Hulen seconded it. In discussion, Dissell explained the plans for the building comply with code and the Planning and Zoning Commission recommend approval. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Interim City Manager's Report – Charlie Dissell

Dissell said there is a steering committee for the sub-area plan on North 6th Street; the site certification visit with IDEA was completed; Council will meet in special session on May 25th and June 1st; City Hall will be closed on May 30th; and asked people to sign up for the blood drive hosted by the City on May 19th.

Adjourn

The meeting was adjourned at 7:01 PM on a motion by Richardson and seconded by Parker. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Study Session

Immediately following the meeting, the Council met in Study Session regarding the South K Street Paving Project. A presentation on the project was given by Dave Moeller, Snyder & Assoc. Highlights of the presentation included: Project History and Status; Property Assessment Process and Methodology; Speed Control Concepts; and Unique Design.

The study session adjourned at 8:05 PM.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL SPECIAL MEETING

May 25, 2022

4:30 PM

HR Green

5525 Merle Hay Road, Ste 200

Johnston, IA 50131

Minutes

1. Presentation regarding the Water Resource Recovery Facilities.

The Indianola City Council met in special session at 4:30 PM at HR Green, 5525 Merle Hay Road, Ste 200, Johnston Iowa, on May 25, 2022. The following members were present: Heather Hulen, John Parker, Ron Dalby, Gwen Schroder, Christina Beach, Steve Richardson. Absent: Mayor Erickson. Jim Rasmussen introduced HR Green staff. Mayor Erickson joined the meeting at 4:50 PM. Mr. Rasmussen presented information regarding the Water Resource Recovery Facilities. He noted that construction will be delayed, with substantial completion in October and final completion in December 2022. A change order will be needed to extend the HR Green construction engineering agreement, but the cost for the extension will likely be recouped in liquidated damages. There will also be another change order with Williams Brothers on the project which will bring the contract price close to the original bid price. There was also discussion on why all construction projects have change orders and why they are necessary. The session was adjourned at 6:30 PM.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL MEETING

June 1, 2022

5:00 PM

Council Chambers

110 N 1st Street

Minutes

Call to Order

The Indianola City Council met in special session at 5:00 PM on June 1, 2022 in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker, Ron Dalby, Gwen Schroder, Christina Beach, Steve Richardson and Stephanie Erickson. Absent: None.

Old Business

City Manager Ben Reeves outlined the purpose of the meeting and highlighted some possible options for the projects. Matt Brown, Formation Group, provided the history of the project and explained his company's role. The Council did an exercise to discuss option designs with architects from OPN. Council Members discussed the benefits and drawbacks of different options and referendum dates. The Council directed staff to work with OPN Architects on adding City Hall facilities to the Public Safety facility and amend the library design; work on funding; and plan for a ballot initiative for both facilities in March 2023.

Adjourn

The meeting was adjourned at 7:16 PM on a motion by Council Member Richardson and seconded by Council Member Parker. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Asst. Finance Director

Date: June 6, 2022

Subject: Approval of a noise permit application for the Des Moines Metro Opera for July 1 and July 16, 2022.

Introduction: The Des Moines Metro Opera (DMMO) has submitted two applications for a noise permit for their 2022 Summer Opera Festival.

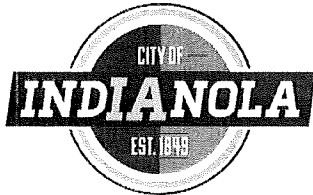
Background: A noise permit was issued in 2021 and received no complaints. Council must approve noise permits for multiple days.

Discussion: DMMO will hold an opening night party on July 1 and an Anniversary Weekend Party on July 16 from 10 PM - 12 AM at the Blank Performing Arts Center, Simpson College Campus. There will be an amplified trio and quartet, cocktail music, and speakers on poles aimed toward the building, similar to the jazz quartets used in the past for these events.

Budget Impact:

Recommendation: Staff reviewed and approved the applications. It is recommended that Council authorize a permit for each event.

Attachments: 1. 2022 Noise Permit Apps 7.1 and 7.16



City of Indianola

Noise Permit Application

Today's Date: 05/05/2022

Event Name: Opening Night Party - 2022 Summer Opera Festival

Date/Time/ Location of Event: 7/1/2022 10:00 pm Blank Performing Arts Center, Simpson College Campus

Event Sponsor(s): Des Moines Metro Opera

Contact Information

Organization: Des Moines Metro Opera

Contact Name: Timothy McMillin or Blake Carlson

Address: 106 W Boston Ave, Indianola, IA 50125

Telephone Number: 515-961-6221

Cell Phone: 515-321-7347 or 712-346-8226

Email Address: tmcmillin@dmemo.org bcarlson@dmemo.org

Anticipated Attendance: 500 Per Day 500 Total

Event Information:

Event Starts: Date: 7/1/2022 Time: 10:00 pm Day of Week: Friday

Event Ends: Date: 7/1/2022 Time: 12:00am Day of Week: Friday

Previous Event Information:

Date of Event: _____ Time of Event: _____

Please provide a map showing the event location and location of band/music, please specify:

X Band _____ DJ _____ Other (please specify) _____

Applicant Signature: _____

Office Use Only: _____

Date Received in office: _____

Return completed noise application to:

City of Indianola
Attn: Noise Permit Application

110 N 1st Street

PO Box 299

Indianola, Iowa 50125

Email: cityclerk@indianolaiowa.gov



City of Indianola

Noise Permit Application

Today's Date: 05/05/2022

Event Name: Anniversary Weekend Party - 2022 Summer Opera Festival

Date/Time/ Location of Event: 7/16/2022 10:00 pm Blank Performing Arts Center, Simpson College Campus

Event Sponsor(s): Des Moines Metro Opera

Contact Information

Organization: Des Moines Metro Opera

Contact Name: Timothy McMillin or Blake Carlson

Address: 106 W Boston Ave, Indianola, IA 50125

Telephone Number: 515-961-6221

Cell Phone: 515-321-7347 or 712-346-8226

Email Address: tmcmillin@dmemo.org bcarlson@dmemo.org

Anticipated Attendance: 500 Per Day 500 Total

Event Information:

Event Starts: Date: 7/16/2022 Time: 10:00 pm Day of Week: Friday SATURDAY

Event Ends: Date: 7/16/2022 Time: 12:00am Day of Week: Friday SATURDAY

Previous Event Information:

Date of Event: _____ Time of Event: _____

Please provide a map showing the event location and location of band/music, please specify:

☒ Band ☐ DJ _____ Other (please specify)

Applicant Signature: _____

Office Use Only:

Date Received in office: _____

Return completed noise application to:

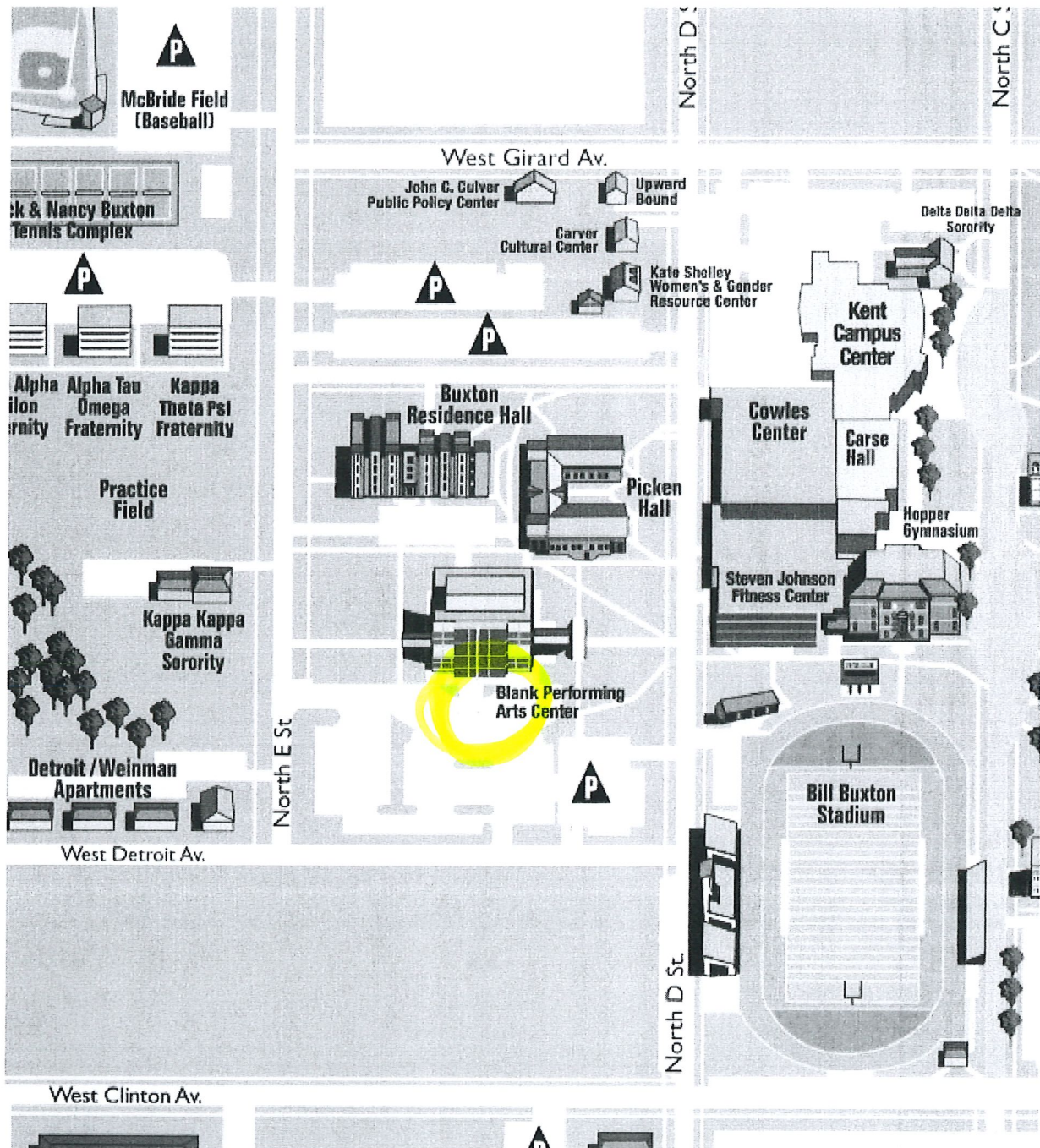
City of Indianola
Attn: Noise Permit Application

110 N 1st Street

PO Box 299

Indianola, Iowa 50125

Email: cityclerk@indianolaiowa.gov



SOUTH PATIO/PARKING
Blank PERFORM. ARTS



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of an event application from Indianola Downtown Merchants for Ridiculous Days on June 25, 2022.

Introduction: The Indianola Downtown Merchants are planning Ridiculous Days for June 25, 2022.

Background:

Discussion: Approximately 500 people are expected to attend the parade, activities and entertainment in the Square. Games, vendors, artists, food trucks and a DJ are planned. Setup will begin at 6 AM and tear down will be at 7 PM. They would like to close Salem Avenue between First and B Streets, and Howard and Buxton Streets between First and Ashland Avenues for the Square activities. The parade route will begin at the County Administration Building on Buxton, and follow Buxton to 1st Avenue and end in the parking lot at the intersection of E 1st Ave and S 1st St.

Budget Impact:

Recommendation: Staff has reviewed the application and recommend approval.

Attachments: 1. Ridiculous Days Application



Event Details:

Event Name: RidiculousDays

Event Sponsor(s): Indianola Downtown Merchants

Event Type (Check all that apply): ☒ Parade ☐ Bike Ride/Race ☐ Concert

Running Event: Fun Run ☐ Timed Race ☐ Will trails/sidewalks be utilized? Yes ☒ No ☐

Other: Parade followed by day of activities and entertainment on the square.

Date/Time of event: 06/25/2022

Location of event: Indianola Downtown Square

Anticipated Attendance: 500 Per Day 500 Total

Organization: Indianola Downtown Merchants

Contact Name: Brandy Werner

Address: 120 N HOWARD ST

Telephone Number: 515-442-5520

Fax Number: _____

Email address: brandy@willowmoondsm.com

Today's Date: 05/24/2022

Please describe your request and event: Ridiculous Days is a historic event we are bringing back for families to enjoy a day of fun and community. Fun square wide activities #games, vendors, artists, creators, food trucks. Permission to close Salem for activities/entertainment and intersections for parade route during parade will have cheperones holding back traffic as parade comes through. Parade will begin at the admin building, south to 1st Ave, East to
Please describe what streets, trails or parks you are planning to close or use: Public Parking Lot.

Close 3 blocks of Salem Ave. from First St. to N B St.

Set Up Begins	Date <u>06/25/2022</u>	Time <u>6am</u>	Day of Week <u>Saturday</u>
Event Starts	Date <u>06/25/2022</u>	Time <u>9am</u>	Day of week <u>Saturday</u>
Event Ends	Date <u>06/25/2022</u>	Time <u>5pm</u>	Day of week <u>Saturday</u>
Dismantle	Date <u>06/25/2022</u>	Time <u>7pm</u>	Day of week <u>Saturday</u>



Please describe your safety plan including crowd control. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate for the planned event. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, alcohol, prior history with this event or similar events and other criteria. Attach additional sheets if necessary.

See attached

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

See attached

Please describe your plan for clean up and removal of recyclable goods and garbage during and after your event.

See attached

Before submitting this application be sure to complete the following:



The event application is completely filled out



Map A attached – showing streets/trails/parks/lane closures, location of barrier/barricades, stages, platforms, parking, etc.



Map B attached – shows where vendors are expected to park vehicles off the Square



Street closure permit application if applicable, attached to application. Application is on [website](#) under “How Do I submit”.



Noise permit application if applicable, attached to application. Application available on [website](#) under “How do I apply for noise permit”.



Insurance certificate showing the City as an additional insured in the amount of \$1,000,000 is attached to the application.

As the event sponsor(s) I have read through the rules and certify that our event abides by the rules and regulations set by the Indianola Iowa City Council.

Applicant Signature:

Brandy Werner

Date: 05/24/2022

Thank you for your interest in holding a neighborhood or community event!

Return Application with attachments to:

City of Indianola

Attn: Event Applications

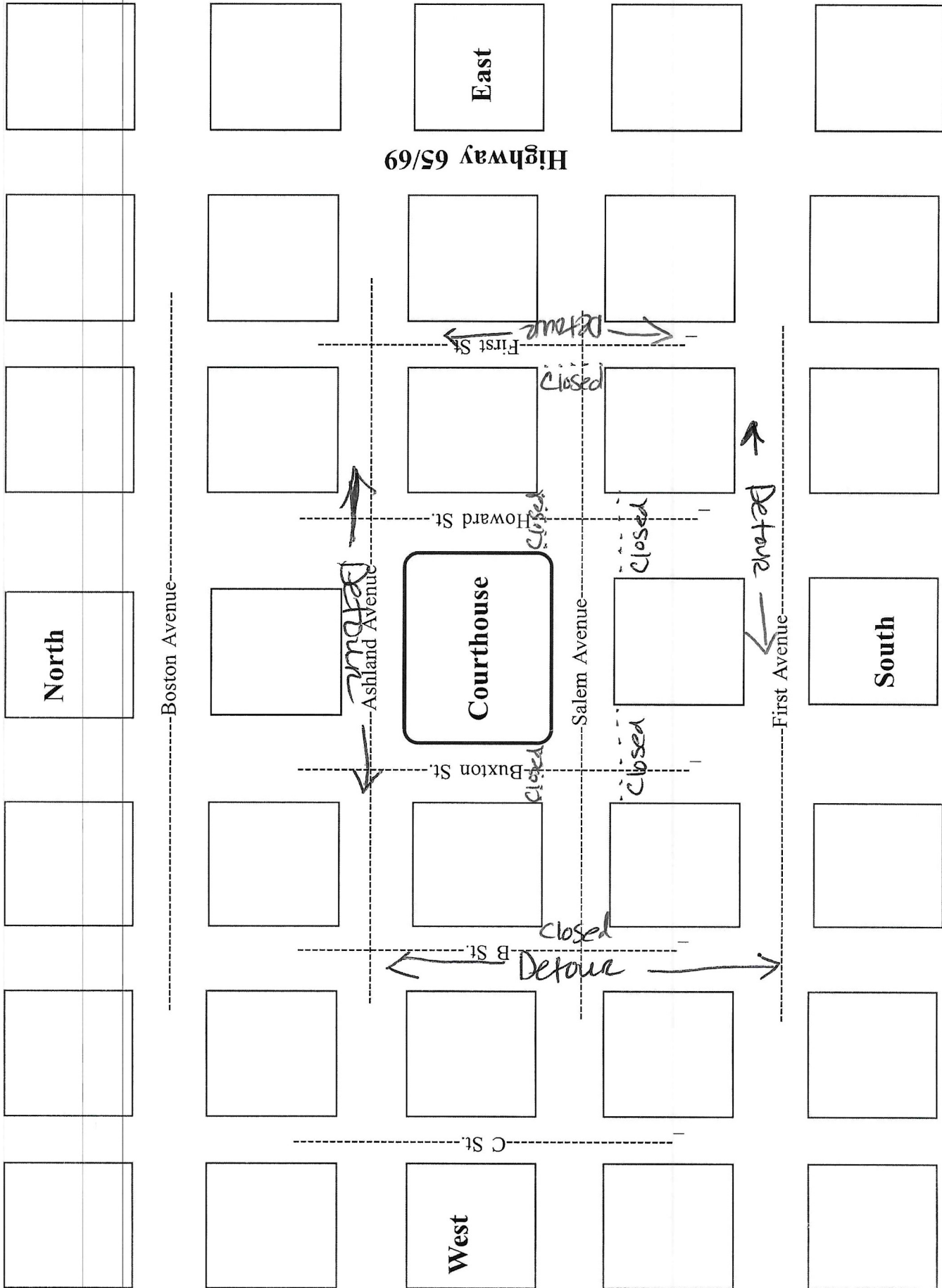
110 N 1st St PO Box 299

Indianola, Iowa 50125

email cityclerk@indianolaiowa.gov

City website indianolaiowa.gov

Last updated 4/9/21 Page 3



Highway 65/69

North

Boston Avenue

Courthouse

Salem Avenue

First Avenue

South

Highway 92

West

East

MAP A

Parade Begins





APPLICATION FOR TEMPORARY STREET /OR LANE CLOSURE

110 North 1st Street
Indianola, IA 50125
Phone #: 961-9430
Fax #: 961-9402

Check which applies:

☒ STREET CLOSURE

☐ RIGHT-OF-WAY/LANE CLOSURE

☐ TRAILER/DUMPSTER/ STORAGE UNIT

☐ SIDEWALK CLOSURE

Applicant Details

Company Name: Indianola Downtown Merchants

Application date: 05/24/2022

Company Address: 120 N HOWARD ST

Contact Name: Brandy Werner

Emergency Phone # (After hours): [REDACTED]

Phone #: (515) 442-5520

Fax #: ()

Email Address: brandy@willowmoondsm.com

Details for street or lane closure:

Exact Location: Close 3 blocks of Salem Ave from First Street to B Street.

Check All that applies for this request:

☐ Utility Construction

☐ Sidewalk / Trail Construction

☐ Drainage Improvements

☐ Driveway Construction

☐ Pavement Repairs Maintenance

☒ Other

☐ None of above

Provide details for request: Ridiculous Days Event 9am-5pm: Event for all ages including a day of fun, activities, and

entertainment with great shopping and amazing food. We will kick of the morning with hot breakfast

followed by a Pet Parade, Grand March Parade, and explore what downtown has to offer. Food trucks, vendor booths, kids activities

Start date: 06/25/2022

End date: 06/25/2022

of days needed: 1

Including weekends: ☒ Yes ☐ No

All Street and Lane Closures require a site map depicting the exact area to be closed, along with all applicable detour information and proposed signage in accordance with MUTCD guidelines.

Site map included: ☒ Yes ☐ No

Detour route map included: ☐ Yes ☐ No

Hold Harmless Clause: The City shall not be liable to applicant's employees, agents, invitees, licensee, visitors, or to any other person, for injury to person or damage to property caused by the negligence or misconduct of user, its agents, servant or employees. The applicant agrees to indemnify and hold harmless the City from any loss, attorney's fees, and expenses or claims arising out of any such damage or injury. The City reserves the right to revoke this application at any time. I do hereby agree to all terms and stipulations as listed in this application:

Requested By: Brandy Werner

Signature

Brandy Werner

Print Name

Office Use Only:

Received By: _____

Permit Number: _____

Payment Type: _____

Permit Fee: _____

☐ Approved

☐ Denied

By: _____

Signature

Date

A copy of this permit must always be kept on site during the street or lane closure.

Event: Ridiculous Days

Date: June 25 **Time:** 9a-5p

Safety Plan:

As a kid friendly, family focused event we are requesting closure of the streets between, **(list streets)** to ensure safety of community. This will allow room for activities, games, and children to play. A Grand Marshall will be assigned for the parade and he/she will be educated in leading the parade down the planned route.

Planning: Meeting spots for before and after the parade. Distribute maps and emergency cell phone numbers to participants. Hold a pre-parade meeting with adult leaders. Consider shelter options in case of severe weather. **(date)**

Parade Safety Rules:

- Pet parade will go first to avoid pets chasing after candy. Pets will be required to be leashed, fully vaccinated, and owners are responsible for waste cleanup.
- Qualified Supervision: Adults to supervise scouts and monitor for hazards in route.
- Mark off street closures (if applicable/approved)
 - Designate a lookout to watch out for vehicles and other hazards at intersections.
- Allow adequate space between marchers and any vehicles.
- First aid kit locations - Have knowledge of and communicate to participants
- Weather Check: If you hear thunder, seek safe shelter immediately.
- Communications. Have radios or cell phones, and phone number lists.
- CPR – Have a minimum of 1 volunteer on hand certified in CPR. Qualified event supervisors will have a direct line of communication via radio/phone.

Crowd Control:

- **Communication** –Communicating parking options, parade routes, events and participating business before & at the event. This will allow visitors to plan their routes, parking and minimize confusion.
- **Map & Signage** - manage crowd flow is to communicate with your attendees. Put important information in key locations where people are looking for a map, restrooms, seating, or food and beverages.
- **Flow** - offer a range of ways and places to start and finish their visit to drastically reduce the impression of congestion.
- **Strategic planning** - place food trucks and popular events away from each other to manage the visitor experience and avoid overcrowding

Emergency/medical plan:

- **Contact onsite CPR** – Have a minimum of 1 volunteer on site certified in CPR. Qualified event supervisors will have a direct line of communication via radio/phone.
- **Call 911**, Ask if anyone onsite is trained to assist in the interim.

Clean up/Removal of recyclable goods/garbage:

- Downtown garbage cans will be assessed regularly and emptied to dumpsters, as needed.



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a renewal liquor license for Casey's General Store #1908 (Casey's South).

Introduction: This is a renewal application for a Class E liquor license with Class C beer and Class B wine sub-permits and Sunday sales privileges.

Background: Their current license expires June 14, 2022.

Discussion: Casey's General Store #1908 is located at 507 South Jefferson Way. They are a publicly traded corporation with Brian Johnson, Douglas Beech, James Pistillo, Samuel James, Carla Heckman, Julia Jackowski and Jessica General Stores listed as company executives and Casey's General Store, Inc listed as owner.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a renewal liquor license for Casey's General Store #1623 (Casey's North).

Introduction: This is a renewal application for a Class E liquor license with Class C beer and Class B wine sub-permits and Sunday sales privileges.

Background: Their current license expires June 14, 2022

Discussion: Casey's General Store #1623 is located at 607 N Jefferson Way. They are a publicly traded corporation with Brian Johnson, Douglas Beech, James Pistillo, Samuel James, Carla Heckman, Julia Jackowski and Jessica General Stores listed as company executives and Casey's General Store, Inc listed as owner.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a renewal liquor license for Indy 66 West.

Introduction: This is a renewal application for a Class E liquor license with Class C beer and Class B wine sub-permits and Sunday sales privileges.

Background: Their current license expires June 30, 2022.

Discussion: Indy 66 #929 West is located at 2001 West 2nd Avenue. Indy 66 is a privately held business with Lee Adams, Christine Adams and Daniel Moellers listed as owners.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a renewal liquor license for Des Moines Metro Opera.

Introduction: This is a renewal application for a Class C liquor license with Sunday sales privileges.

Background: The license is for 6 months, from June 15, 2022 - Dec 15, 2022.

Discussion: The liquor license is for 513 North D Street. The business is a non-profit with Elaine Raleigh listed as a director and Des Moines Metro Opera listed as the owner.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a renewal liquor license for Sodexo Management.

Introduction: This is a renewal of their Class C liquor license with catering privileges.

Background: Their current license expires June 19, 2022.

Discussion: Sodexo Management, Inc is located at 701 North C Street, Kent Campus Center - Hubell Hall, Simpson College. They are a privately held corporation with Joan Rector McGlockton, Sarosh Mistry, Thomas Morse and Deborah Rowles listed as company executives.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of an amended liquor license for Sticks and Balls, LLC.

Introduction: Sticks and Balls, LLC is amending their liquor license to include outdoor service privileges.

Background: Council approved the new liquor license for Sticks and Balls, LLC on April 4, 2022. Sticks and Balls, LLC is located at 1709 N Jefferson, Ste 600 and owned by Crystal Inman.

Discussion: Staff has reviewed the plans for an outdoor service area in the parking lot in front of Sticks and Balls, LLC.

Budget Impact:

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of a new liquor license for B.E.S.T. Catering at the Warren County Fairgrounds.

Introduction: B.E.S.T. Catering & Concessions, Inc has applied for a new Class B beer permit for 1400 West 2nd Avenue.

Background: The license will be issued for a five-day period, from July 26 - July 30, 2022.

Discussion: The alcohol will be served during a special event in the fair grandstands. B.E.S.T. is a privately held corporation with Kevin Smith, Janey Smith, and Mandi Graham listed as owners.

Budget Impact: The City receives a portion of the liquor license fee the applicant pays to the State of Iowa.

Recommendation: Staff has reviewed and approved the application.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: June 6, 2022
Subject: Approval of Urban Revitalization Designations.

Introduction: Approving the designation will authorize a tax abatement for the property.

Background:

Discussion: The following comprise a list of Urban Revitalization Designations for new residential construction:

Address	Title Holder or Contract Buyer	Estimated or Actual Cost of Improvements
904 E Iowa Ave	Tamara Harris	\$230,000
2308 N 9th Ct	Mary Beth and Arthur West	\$529,900

Budget Impact:

Recommendation: All applications are in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From: Rick Graves, Water Resource Recovery Director

Date: June 6, 2022

Subject: Approval of Payment Application No 14 from Langman Construction in the amount of \$35,727.98 for the Water Resource Recovery Facility Influent Trunk Sewer and Outfall Sewer Project.

Introduction: As of this Payment Application, Langman Construction has been paid 92% of the contract.

Background:

Discussion: Items included in this application include:

- Irrigation pipe fittings
- Approximately 244 linear feet of 4-inch restrained irrigation pipe
- Construction survey
- Topsoil spreading
- Construction testing
- Tracer wire
- Construction entrance
- Rip rap creek bank stabilization

Budget Impact: \$35,727.98

Recommendation: City staff and HR Green have reviewed the Payment Application and recommend approval.

Attachments: 1. Trunk_Sewer_Langman_Pay_Request14



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131
Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

May 27, 2022

Mr. Rick Graves
City of Indianola WPC
P.O. Box 299
Indianola, IA 50125

Re: WRRF INFLUENT TRUNK SEWER & OUTFALL PROJECT
Contractor's Application for Payment No. 14

Dear Rick:

Attached is an electronic copy of Payment Application No. 14 from Langman Construction Inc. for the WRRF Influent Trunk Sewer and Outfall Sewer project. Items included in this application include irrigation pipe fittings, approximately 244 linear feet of 4-inch restrained irrigation pipe, construction survey, topsoil spreading, construction testing, tracer wire, construction entrance, and rip rap creek bank stabilization.

The total request for Payment Application No.14 is \$35,727.98. As of this Pay Application, Langman Construction has been paid 92% of the contract. We have reviewed and recommend full partial payment of Payment Application No. 14 as submitted by Langman Construction. Please execute the pay application and distribute copies to all parties.

Sincerely,
HR Green, Inc.

A handwritten signature in blue ink that reads 'Joseph Frankl'.

Joseph Frankl, P.E.
Project Manager

Cc: Andy Lent, City Clerk
File

Enclosures

J:\2021\210240\Construction\Payment\Pay_Estimates\#14\ltr-05262022-Trunk_Sewer_Langman_Pay_Request14.docx

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

Page 1 of 7 Pages

TO OWNER:	City of Indianola 110 N. 1st Street Indianola, IA 50125	PROJECT: WRRF Influent Trunk Sewer & Outfall Sewer 11870 Hoover Street Indianola, IA 50125	APPLICATION NO: 14	Distribution to: ☐ OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ ☐
FROM	Langman Construction, Inc.	ARCHITECT: HR Green, Inc.	PERIOD TO: May 25, 2022	
CONTRACTOR	220-34th Avenue Rock Island, IL 61201	5525 Merle Hay Road, Suite 200	PROJECT NOS:	

CONTRACT FOI General Construction

CONTRACT DATE: March 16, 2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$6,603,000.00
2. NET CHANGE BY CHANGE ORDERS	(\$40,102.24)
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$6,562,897.76
4. TOTAL COMPLETED & STORED TO	\$6,329,793.76
DATE (Column L on G703)	
5. RETAINAGE:	
a. 5 % of Completed Work	\$316,489.69
(Column J on G703)	
b. 5 % of Stored Material	\$0.00
(Column K on G703)	
Total Retainage (Lines 5a + 5b or	
Total in Column N of G703)	\$316,489.69
6. TOTAL EARNED LESS RETAINAGE	\$6,013,304.07
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR	
PAYMENT (Line 6 from prior Certificate)	\$5,977,576.09
8. CURRENT PAYMENT DUE	\$35,727.98
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$549,593.69
(Line 3 less Line 6)	

CONTRACTOR: Langman Construction, Inc.

By: Brian Gould Date: May 25, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \$35,727.98

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Joseph Frankl By: Joseph Frankl Date: 5/27/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		(\$40,102.24)
TOTALS	\$0.00	(\$40,102.24)
NET CHANGES by Change Order		(\$40,102.24)

CONTINUATION SHEET

AIA DOCUMENT G703

Page 2 of 7 Pages

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 14
APPLICATION DATE: 5/25/2022
PERIOD TO: 5/25/2022
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C ITEM QUANTITY	D UNITS	E UNIT PRICE	F TOTAL VALUE OF ITEM	G PREVIOUS QUANTITIES	H ESTIMATED QUANTITY INSTALLED THIS PERIOD	I QUANTITIES TO DATE	J VALUE OF WORK THIS PERIOD	K VALUE OF WORK INSTALLED TO DATE	L MATERIALS PRESENTLY STORED (NOT IN H)	M TOTAL COMPLETED AND STORED TO DATE (H+I)	N % (L ÷ F)	O BALANCE TO FINISH (F - L)	P RETAINAGE (IF VARIABLE RATE)
1	Mobilization	1.00	LS	\$849,000.00	\$849,000.00	1.00		1.00		\$849,000.00		\$849,000.00	100.00%		\$42,450.00
2	Construction Survey	1.00	LS	\$20,000.00	\$20,000.00	0.93	0.07	1.00	\$1,400.00	\$20,000.00		\$20,000.00	100.00%		\$1,000.00
3	Clearing and Grubbing	1.00	LS	\$100,000.00	\$100,000.00	1.00		1.00		\$100,000.00		\$100,000.00	100.00%		\$5,000.00
4	Topoil, Onsite	34046.00	CY	\$2.00	\$68,092.00	27236.80	6809.20	34046.00	\$13,618.40	\$68,092.00		\$68,092.00	100.00%		\$3,404.60
5	Subgrade Preparation	4520.00	SY	\$1.35	\$6,102.00								0.00%	\$6,102.00	\$0.00
6	Subbase, Modified, 6"	3010.00	TON	\$25.50	\$76,755.00	1919.51		1919.51		\$48,947.51		\$48,947.51	63.77%	\$27,807.50	\$2,447.38
7	Removal of Known Box Culvert, 4x5RCB	30.00	LF	\$65.00	\$1,950.00	30.00		30.00		\$1,950.00		\$1,950.00	100.00%		\$97.50
8	Removal of Known CMP Culvert, 24"	56.00	LF	\$10.00	\$560.00	56.00		56.00		\$560.00		\$560.00	100.00%		\$28.00
9	Rock Removal	500.00	CY	\$0.01	\$5.00								0.00%	\$5.00	\$0.00
10	Trench Foundation	1000.00	TON	\$21.00	\$21,000.00	972.99		972.99		\$20,432.79		\$20,432.79	97.30%	\$567.21	\$1,021.64
11	Concrete Encasement	100.00	LF	\$400.00	\$40,000.00	100.00		100.00		\$40,000.00		\$40,000.00	100.00%		\$2,000.00
12	Construction Testing	1.00	LS	\$3,000.00	\$3,000.00	0.93	0.07	1.00	\$210.00	\$3,000.00		\$3,000.00	100.00%		\$150.00
13	Gravity Outfall Sewer, Trenched,PVC, 30" Diameter	30.00	LF	\$263.00	\$7,890.00	32.00		32.00		\$8,416.00		\$8,416.00	106.67%	(\$526.00)	\$420.80
14	Gravity Outfall Sewer, Trenched,PVC, 42" Diameter	2942.00	LF	\$271.00	\$797,282.00	2942.00		2942.00		\$797,282.00		\$797,282.00	100.00%		\$39,864.10
15	Gravity Trunk Sewer, Trenched, PVC,36" Diameter, Normal Bury	1969.00	LF	\$238.00	\$468,622.00	1944.00		1944.00		\$462,672.00		\$462,672.00	98.73%	\$5,950.00	\$23,133.60
16	Gravity Trunk Sewer, Trenched, PVC, 36" Diameter, Deep Bury, Structure 1259-Structure 1262	766.00	LF	\$330.00	\$252,780.00	766.00		766.00		\$252,780.00		\$252,780.00	100.00%		\$12,639.00
17	Gravity Trunk Sewer, Trenched, PVC, 36" Diameter, Deep Bury, Station 20+50-Structure 1262	379.00	LF	\$295.00	\$111,805.00	379.00		379.00		\$111,805.00		\$111,805.00	100.00%		\$5,590.25
18	Gravity Trunk Sewer, Trenched, PVC,42" Diameter, Normal Bury	5963.00	LF	\$271.00	\$1,615,973.00	5963.00		5963.00		\$1,615,973.00		\$1,615,973.00	100.00%		\$80,798.65
19	Gravity Trunk Sewer, Trenched, PVC, 42" Diameter, Deep Bury, Structure1273-1278	644.00	LF	\$383.00	\$246,652.00	644.00		644.00		\$246,652.00		\$246,652.00	100.00%		\$12,332.60
20	Gravity Trunk Sewer, Trenched, PVC, 42" Diameter, Deep Bury, Structure1283-1288	977.00	LF	\$304.00	\$297,008.00	977.00		977.00		\$297,008.00		\$297,008.00	100.00%		\$14,850.40
21	Gravity Outfall Sewer, Trenched, DIP, 42" Diameter	76.00	LF	\$600.00	\$45,600.00	76.00		76.00		\$45,600.00		\$45,600.00	100.00%		\$2,280.00
22	Gravity Trunk Sewer, Trenched, DIP, 36" Diameter	143.00	LF	\$530.00	\$75,790.00	143.00		143.00		\$75,790.00		\$75,790.00	100.00%		\$3,789.50
23	Gravity Trunk Sewer, Trenched, DIP, 42" Diameter	101.00	LF	\$600.00	\$60,600.00	101.00		101.00		\$60,600.00		\$60,600.00	100.00%		\$3,030.00
24	Irrigation Force Main, Trenched, Unrestrained PVC, 6"	10423.00	LF	\$20.00	\$208,460.00	10639.00		10639.00		\$212,780.00		\$212,780.00	102.07%	(\$4,320.00)	\$10,639.00
25	Irrigation Force Main, Trenched, Restrained PVC, 6"	392.00	LF	\$45.00	\$17,640.00	197.00		197.00		\$8,865.00		\$8,865.00	50.26%	\$8,775.00	\$443.25
26	Irrigation Force Main, Trenched, Restrained PVC, 4"	284.00	LF	\$40.00	\$11,360.00		244.00	244.00	\$9,760.00	\$9,760.00		\$9,760.00	85.92%	\$1,600.00	\$488.00
27	Irrigation Force Main, Trenched, Restrained DIP, 6"	107.00	LF	\$100.00	\$10,700.00	107.00		107.00		\$10,700.00		\$10,700.00	100.00%		\$535.00
28	Storm Sewer, Trenched, RCP, 30"	83.00	LF	\$135.00	\$11,205.00	83.00		83.00		\$11,205.00		\$11,205.00	100.00%		\$560.25
29	Storm Sewer, Trenched, RCP, 36"	39.00	LF	\$170.00	\$6,630.00	33.84		33.84		\$5,752.80		\$5,752.80	86.77%	\$877.20	\$287.64
30	Storm Sewer, Trenched, RCAP, 42" (53" X 32") ARCH	20.00	LF	\$245.00	\$4,900.00	20.00		20.00		\$4,900.00		\$4,900.00	100.00%		\$245.00
31	Pipe Culvert, Trenched, RCAP, 72" (88" X 54") ARCH	29.00	LF	\$510.00	\$14,790.00	29.00		29.00		\$14,790.00		\$14,790.00	100.00%		\$739.50
32	Pipe Culvert, Trenched, RCP, 24"	50.00	LF	\$120.00	\$6,000.00	50.00		50.00		\$6,000.00		\$6,000.00	100.00%		\$300.00
33	RCP Apron, Type II, 24"	2.00	EA	\$900.00	\$1,800.00	2.00		2.00		\$1,800.00		\$1,800.00	100.00%		\$90.00
34	RCP Apron, Type II, 36"	2.00	EA	\$1,300.00	\$2,600.00	2.00		2.00		\$2,600.00		\$2,600.00	100.00%		\$130.00
35	RCAP Apron, 4030.223 , 42" ARCH	2.00	EA	\$2,000.00	\$4,000.00	2.00		2.00		\$4,000.00		\$4,000.00	100.00%		\$200.00
36	RCAP Apron, Iowa DOT DR-202, 72" ARCH	2.00	EA	\$3,800.00	\$7,600.00	2.00		2.00		\$7,600.00		\$7,600.00	100.00%		\$380.00
37	RCP Apron Footing, 36"	2.00	EA	\$500.00	\$1,000.00	2.00		2.00		\$1,000.00		\$1,000.00	100.00%		\$50.00
38	RCAP Apron Footing, 42"	2.00	EA	\$2,000.00	\$4,000.00	2.00		2.00		\$4,000.00		\$4,000.00	100.00%		\$200.00
39	6" 11.25" DI MJ Bend	18.00	EA	\$375.00	\$6,750.00	14.00		14.00		\$5,250.00		\$5,250.00	77.78%	\$1,500.00	\$262.50
40	6" 22.5" DI MJ Bend	9.00	EA	\$370.00	\$3,330.00	11.00		11.00		\$4,070.00		\$4,070.00	122.22%	(\$740.00)	\$203.50
41	6" 45" DI MJ Bend	12.00	EA	\$382.00	\$4,584.00	13.00		13.00		\$4,966.00		\$4,966.00	108.33%	(\$382.00)	\$248.30
42	6"x4" DI MJ TEE	1.00	EA	\$500.00	\$500.00	1.00		1.00		\$500.00		\$500.00	100.00%		\$25.00
43	6" DI MJ Sleeve, Connect to Existing Force Main	1.00	EA	\$1,000.00	\$1,000.00	1.00		1.00		\$1,000.00		\$1,000.00	100.00%		\$50.00
44	4" DI MJ Sleeve, Connect to Existing Force Main	1.00	EA	\$900.00	\$900.00								0.00%	\$900.00	\$0.00
45	6" DI MJ CAP	1.00	EA	\$375.00	\$375.00		1.00	1.00	\$375.00	\$375.00		\$375.00	100.00%		\$18.75
46	Tracer System	1.00	LS	\$4,000.00	\$4,000.00	0.80	0.20	1.00	\$800.00	\$4,000.00		\$4,000.00	100.00%		\$200.00
47	6" Gate Valve with Valve Box	1.00	EA	\$850.00	\$850.00	1.00		1.00		\$850.00		\$850.00	100.00%		\$42.50
48	4" Gate Valve with Valve Box	1.00	EA	\$710.00	\$710.00	1.00		1.00		\$710.00		\$710.00	100.00%		\$35.50
49	Connection to Existing Manhole	1.00	EA	\$7,000.00	\$7,000.00	1.00		1.00		\$7,000.00		\$7,000.00	100.00%		\$350.00
50	Sanitary Manhole, SW-301, 60"Diameter	8.00	EA	\$12,700.00	\$101,600.00	8.00		8.00		\$101,600.00		\$101,600.00	100.00%		\$5,080.00
51	Sanitary Manhole, SW-301, 72"Diameter	27.00	EA	\$16,600.00	\$448,200.00	27.00		27.00		\$448,200.00		\$448,200.00	100.00%		\$22,410.00
52	Sanitary Manhole, SW-301, >25"Deep, 72" Diameter	2.00	EA	\$28,500.00	\$57,000.00	2.00		2.00		\$57,000.00		\$57,000.00	100.00%		\$2,850.00

CONTINUATION SHEET

AIA DOCUMENT G703

Page 3 of 7 Pages

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 14

APPLICATION DATE: 5/25/2022

PERIOD TO: 5/25/2022

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C ITEM QUANTITY	D UNITS	E UNIT PRICE	F TOTAL VALUE OF ITEM	G PREVIOUS QUANTITIES	H ESTIMATED QUANTITY INSTALLED THIS PERIOD	I QUANTITIES TO DATE	J VALUE OF WORK THIS PERIOD	K VALUE OF WORK INSTALLED TO DATE	L MATERIALS PRESENTLY STORED (NOT IN H)	M TOTAL COMPLETED AND STORED TO DATE (H+I)	N % (L ÷ F)	O BALANCE TO FINISH (F - L)	P RETAINAGE (IF VARIABLE RATE)
53	Sanitary Manhole, SW-302, 7' X 7'	1.00	EA	\$27,700.00	\$27,700.00	1.00		1.00		\$27,700.00		\$27,700.00	100.00%		\$1,385.00
54	Sanitary Manhole, SW-303, 84" Diameter	1.00	EA	\$35,200.00	\$35,200.00								0.00%	\$35,200.00	\$0.00
55	Storm Manhole, SW-401, 84" Diameter	1.00	EA	\$10,600.00	\$10,600.00	1.00		1.00		\$10,600.00		\$10,600.00	100.00%		\$530.00
56	Outfall Headwall	1.00	EA	\$30,000.00	\$30,000.00	1.00		1.00		\$30,000.00		\$30,000.00	100.00%		\$1,500.00
57	Class A Road Surfacing, 3"	842.00	TON	\$30.00	\$25,260.00	763.64		763.64		\$22,909.20		\$22,909.20	90.69%	\$2,350.80	\$1,145.46
58	Traffic Control	1.00	LS	\$4,500.00	\$4,500.00	1.00		1.00		\$4,500.00		\$4,500.00	100.00%		\$225.00
59	Hydraulic Seeding, Fertilizing, andBFM Mulching, Type 2 Mix	4.10	ACRE	\$3,200.00	\$13,120.00								0.00%	\$13,120.00	\$0.00
60	Hydraulic Seeding, Fertilizing, andBFM Mulching, Type 5 Mix	7.80	ACRE	\$2,650.00	\$20,670.00	0.77		0.77		\$2,040.50		\$2,040.50	9.87%	\$18,629.50	\$102.03
61	Hydraulic Seeding, Fertilizing, andBFM Mulching, Native Mix	14.70	ACRE	\$3,750.00	\$55,125.00								0.00%	\$55,125.00	\$0.00
62	Hydraulic Seeding, Fertilizing, andBFM Mulching, Wetland Mix	3.40	ACRE	\$4,000.00	\$13,600.00								0.00%	\$13,600.00	\$0.00
63	Plants, Trees	0.05	ACRE	\$40,000.00	\$2,000.00								0.00%	\$2,000.00	\$0.00
64	SWPPP Preparation	1.00	LS	\$1,905.99	\$1,905.99	1.00		1.00		\$1,905.99		\$1,905.99	100.00%		\$95.30
65	SWPPP Management	1.00	LS	\$4,500.00	\$4,500.00	0.86		0.86		\$3,870.00		\$3,870.00	86.00%	\$630.00	\$193.50
66	Filter Sock, Installation, Maintenance, and Removal	7000.00	LF	\$1.50	\$10,500.00	1348.00		1348.00		\$2,022.00		\$2,022.00	19.26%	\$8,478.00	\$101.10
67	Temporary RECP, Type 2.C	930.00	SY	\$1.30	\$1,209.00								0.00%	\$1,209.00	\$0.00
68	Rip-Rap, Class E, Stream Crossings	368.00	TON	\$60.00	\$22,080.00	293.32		293.32		\$17,599.20		\$17,599.20	79.71%	\$4,480.80	\$879.96
69	Rip-Rap, Class D, Stream Bank Stabilization	275.00	TON	\$60.00	\$16,500.00		186.00	186.00	\$11,160.00	\$11,160.00		\$11,160.00	67.64%	\$5,340.00	\$558.00
70	Rip-Rap, Class D, Outfall	84.00	TON	\$60.00	\$5,040.00	84.11		84.11		\$5,046.60		\$5,046.60	100.13%	(\$6.60)	\$252.33
71	Rip-Rap, Class A, Storm Sewer	184.00	TON	\$60.00	\$11,040.00	174.09		174.09		\$10,445.40		\$10,445.40	94.61%	\$594.60	\$522.27
72	Silt Fence, Installation, Maintenance, and Removal	7000.00	LF	\$1.50	\$10,500.00	2340.00		2340.00		\$3,510.00		\$3,510.00	33.43%	\$6,990.00	\$175.50
73	Stabilized Construction Entrances	1.00	LS	\$1,500.00	\$1,500.00	0.81	0.19	1.00	\$285.00	\$1,500.00		\$1,500.00	100.00%		\$75.00
74	Dust Control, Water	12.50	MGAL	\$100.00	\$1,250.00	5.10		5.10		\$510.00		\$510.00	40.80%	\$740.00	\$25.50
75	Dust Control, Calcium Chloride	37.50	TON	\$500.00	\$18,750.00	15.30		15.30		\$7,650.00		\$7,650.00	40.80%	\$11,100.00	\$382.50
76	Removal and Replacement of Field Fence	360.00	LF	\$15.00	\$5,400.00								0.00%	\$5,400.00	\$0.00
77	Concrete Washout	1.00	LS	\$100.00	\$100.00	0.93		0.93		\$93.00		\$93.00	93.00%	\$7.00	\$4.65
78	Air Release Valve Station	4.00	EA	\$16,000.00	\$64,000.00	4.00		4.00		\$64,000.00		\$64,000.00	100.00%		\$3,200.00
79	Dewatering	1.00	LS	\$0.01	\$0.01	1.00		1.00		\$0.01		\$0.01	100.00%		\$0.00
80	Creek Crossing	3.00	EA	\$25,000.00	\$75,000.00	3.00		3.00		\$75,000.00		\$75,000.00	100.00%		\$3,750.00
81	CO														
82	8" Manhole Vent Change	7.00	EA	(\$2,776.00)	(\$19,432.00)	7.00		7.00		(\$19,432.00)		(\$19,432.00)	100.00%		(\$971.60)
83	12" Manhole Vent Change	1.00	EA	(\$4,552.02)	(\$4,552.02)	1.00		1.00		(\$4,552.02)		(\$4,552.02)	100.00%		(\$227.60)
84	Air Release Vent Change	4.00	EA	(\$2,287.10)	(\$9,148.40)	4.00		4.00		(\$9,148.40)		(\$9,148.40)	100.00%		(\$457.42)
85	Conshield Deduct	8.00	EA	(\$1,876.22)	(\$15,009.75)	8.00		8.00		(\$15,009.75)		(\$15,009.75)	100.00%		(\$750.49)
86	RFP-001 Additional Storm Sewer	1.00	LS	\$8,039.93	\$8,039.93	1.00		1.00		\$8,039.93		\$8,039.93	100.00%		\$402.00
87															\$0.00
84															\$0.00
85															\$0.00
86															\$0.00
	GRAND TOTALS				\$6,562,897.76				\$37,608.40	\$6,329,793.76	\$0.00	\$6,329,793.76	96.45%	\$233,104.01	\$316,489.69

30

Sanitary Sewer

10927.05

Structure	Point Number	Northing	Easting	Elevation	Description	Invert Out	Distance
	1287	24	513721.20	1613707.27	809.36 Existing STR Center Flat-top	793.63	
	1286	23	513642.90	1613787.21	808.66 Rim Not finished Grade	793.72	111.89
	1285	25	513282.35	1613784.24	806.42 Rim Not finished Grade	794.09	360.57
	1284	28	512787.21	1613786.05	819.28 Rim Not finished Grade	794.64	495.14
	1283	29	512303.33	1613787.39	804.41 Rim Not finished Grade	795.18	483.88
	1282	74	512212.00	1613834.22	806.75 Rim Not finished Grade	795.35	102.64
	1281	75	512024.18	1614280.38	808.26 Rim Not finished Grade	795.76	484.08
	1280	76	511577.46	1614497.94	808.46 Rim Not finished Grade	796.46	496.89
	1279	77	511292.36	1614902.86	807.74 Rim Not finished Grade	797.02	495.22
	1278	78	510797.20	1615012.95	811.55 Rim Not finished Grade	797.65	507.25
	1277	79	510553.81	1615381.40	813.68 Rim Not finished Grade	798.06	441.58
	1276	80	510191.15	1615569.62	814.19 Rim Not finished Grade	798.42	408.59
	1275	81	509698.73	1615631.73	821.67 Rim Not finished Grade	798.98	496.32
	1274	90	509392.98	1615708.67	833.65 Rim Not finished Grade	799.37	315.28
	1273	89	509176.17	1615955.81	813.28 Rim Not finished Grade	799.82	328.76
	1272	88	509014.80	1615954.06	812.84 Rim Not finished Grade	800.03	161.39
	1271	87	508518.61	1615950.21	814.91 Rim Not finished Grade	800.64	496.20
	1270	86	508020.07	1615949.15	817.27 Rim Not finished Grade	801.19	498.55
	1269	85	507520.26	1615955.19	816.72 Rim Not finished Grade	801.74	499.84
	1268	93	507024.15	1616010.19	816.90 Rim Not finished Grade	802.28	499.15
	1267	94	506951.98	1616137.68	819.40 Rim Not finished Grade	802.92	146.49
	1266	95	506662.28	1616333.46	821.05 Rim Not finished Grade	804.97	349.66
	1265	96	506654.27	1616666.76	829.36 Rim Not finished Grade	806.96	333.40
	1264	105	506434.59	1616894.72	830.03 Rim Not finished Grade	807.8	316.58
	1263	104	506086.60	1616929.20	822.09 Rim Not finished Grade	808.58	349.69
	1262	103	505915.52	1617250.45	826.46 Rim Not finished Grade	809.49	363.97
	1261	102	505694.59	1617679.04	833.64 Rim Not finished Grade	810.66	482.18
	1260	106	505585.42	1617680.67	830.32 Rim Not finished Grade	811.11	109.18
	1259	107	505405.75	1617682.58	828.59 Rim Not finished Grade	811.61	179.68
	1258					812.66	500.00
	1257					812.96	113.00
	1256					813.28	

8

Outfall Sewer

3052.60

Structure	Point Number	Northing	Easting	Elevation	Description	Invert Out	Distance
Headwall	17	518224.50	1613438.65	789.84	top pipe	786.20	
	1299	18	518063.37	1613434.81	801.18 Rim Not Finished Grade	786.48	161.18
	1298	19	517577.28	1613437.89	801.03 Rim Not Finished Grade	786.93	486.11
	1297	20	517078.57	1613437.88	800.96 Rim Not Finished Grade	787.65	498.71
	1296	21	516579.59	1613437.93	797.07 Rim Not Finished Grade	788.17	498.98
	1295	23	516081.58	1613438.30	802.12	788.73	498.01
	1294	22	515643.79	1613672.78	799.44	789.25	496.63
	1293	24	515560.93	1613671.85	798.90	789.42	82.87
	1292	25	515262.81	1613669.47	803.34	791.48	298.13
							32.00

Point	Description	Northing	Easting	Desc	Distance
16	valve	513748.66	1613746.45	top of valve	
17	11.25	513746.64	1613747.00	Top of Main	2.10
19	11.25	513650.67	1613762.81	Top of Main	97.26
21	22.5	513648.49	1613763.15	Top of Main	2.21
22	45	513625.48	1613795.09	Top of Main	39.36
30	22.5 bend	512282.47	1613794.21	Top of Main	1343.01
	11.25	512266.44	1613802.40	Top of Main	18.00
31	11.25	512232.63	1613819.66	Top of Main	37.97
32	11.25	512216.80	1613827.72	Top of Main	17.76
34	45 sw 1282	512207.51	1613830.72	Top of Main	9.77
35	22.5	512033.16	1614252.58	Top of Main	456.47
42	22.5 1281. #2	512015.07	1614271.60	Top of Main	26.25
41	22.5 1280	511574.79	1614485.17	Top of Main	489.34
71	22.5 at 1279	511288.39	1614896.59	Top of Main	501.29
70	45 at 1278	510789.41	1615008.17	Top of Main	511.30
72	22.5 at 1277	510539.74	1615383.67	Top of Main	450.93
73	22.5 at 1276	510187.90	1615565.33	Top of Main	395.97
84	11.25 at 1275	509697.35	1615624.73	Top of Main	494.14
85	22.5 at 1274	509392.59	1615702.21	Top of Main	314.45
86	11.25 at 1274	509390.65	1615703.68	Top of Main	2.44
87	45 at 1273	509170.55	1615945.95	Top of Main	327.32
88	11.25 at 1269	507518.49	1615947.14	Top of Main	1652.06
89	45 at 1268	507035.70	1616007.32	Top of Main	486.53
90	11.25 at 1268	507021.22	1616021.04	Top of Main	19.95
91	11.25 at creek crossing north	507004.08	1616049.43	Top of Main	33.16
92	45 at 1267 uphill	506964.88	1616118.78	Top of Main	79.66
93	45 at 1267 going to 1266	506955.54	1616141.23	Top of Main	24.32
94	45 at 1266	506678.08	1616336.17	Top of Main	339.10
95	11-1-4at 1266	506664.49	1616378.09	Top of Main	44.07
96	45 at 1265	506664.98	1616679.12	Top of Main	301.03
97	45 at 1264	506438.53	1616907.33	Top of Main	321.49
98	45 at 1263	506084.17	1616944.79	Top of Main	356.33
99	11.25 ditch 1262-1263	505933.19	1617226.02	Top of Main	319.19
104	45 at 1261	505706.00	1617677.56	Top of Main	505.47
105	22.5 at 1261	505687.00	1617685.73	Top of Main	20.68
106	6x4 T hoover	505581.89	1617690.50	Top of Main	105.22
112	11.25 at 1259	505417.68	1617684.34	Top of Main	164.32
113	22.5 at 1259	505411.01	1617684.81	Top of Main	6.69
115	45 past 1259	505263.60	1617786.22	Top of Main	178.92
120	11.25 at 1258	504994.68	1617947.13	Top of Main	313.39
per	per plan force	504862.46	1617957.10	top	132.59
274	45 south of 1257	504755.36	1617964.97	Top of Main	107.39
210	45 north of last air release	504704.94	1618023.13	Top of Main	76.97
211	last air release	504696.72	1618026.60	Top of Main	8.93
213	11.25 golf course	504481.30	1618163.19	Top of Main	255.07
					300.00



MEMORANDUM

To: Mayor and City Council
From: Rick Graves, Water Resource Recovery Director
Date: June 6, 2022
Subject: Approval of Payment Application No 1 from Langman Construction in the amount of \$30,796.15 for the Golf Course Irrigation Pipe Extension Project.

Introduction: As of this Pay Application, Langman Construction has been paid 95% of the contract.

Background: This project is part of the overall WRRF Influent Trunk Sewer and Outfall Sewer project. The payment needs to be separated because the irrigation pipe extension is not eligible for CWSRF loan funding.

Discussion: Items included in this application include:

- Approximately 640 linear feet of unrestrained irrigation force main
- Approximately 77 linear feet of restrained irrigation force main installed by directional drilling
- Irrigation pipe fittings
- Air release valve station

Budget Impact: \$30,796.15

Recommendation: City staff and HR Green have reviewed the Payment Application and recommend payment.

Attachments: 1. Golf_Course_Ext_Langman_Pay_Request1



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131

Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

May 27, 2022

Mr. Rick Graves
City of Indianola WPC
P.O. Box 299
Indianola, IA 50125

Re: GOLF COURSE IRRIGATION PIPE EXTENSION
Contractor's Application for Payment No. 1

Dear Rick:

Attached is an electronic copy of Payment Application No. 1 from Langman Construction Inc. for the Golf Course Irrigation Pipe Extension. While this project is part of the overall WRRF Influent Trunk Sewer and Outfall Sewer project, the payment needs to be separated because the irrigation pipe extension is not eligible for CWSRF loan funding. Items included in this application are approximately 640 linear feet of unrestrained irrigation force main, approximately 77 linear feet of restrained irrigation force main installed by directional drilling, irrigation pipe fittings, and air release valve station.

The total request for Payment Application No.1 is \$30,796.15. As of this Pay Application, Langman Construction has been paid 95% of the contract. We have reviewed and recommend full partial payment of Payment Application No. 1 as submitted by Langman Construction. Please execute the pay application and distribute copies to all parties.

Sincerely,
HR Green, Inc.

A handwritten signature in blue ink that reads 'Joseph Frankl'.

Joseph Frankl, P.E.
Project Manager

Cc: Andy Lent, City Clerk
File

Enclosures

J:\2021\210240\Construction\Payment\Pay_Estimates\Golf Course Extension\#1\ltr-052722-Golf_Course_Ext_Langman_Pay_Request1.docx

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

Page 1 of 2 Pages

TO OWNER:	City of Indianola 110 N. 1st Street Indianola, IA 50125	PROJECT:	Golf Course Force Main Ext 11870 Hoover Street Indianola, IA 50125	APPLICATION NO:	1	Distribution to:	☐ OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ ☐
FROM	Langman Construction, Inc.	ARCHITECT:	HR Green, Inc.	PERIOD TO:	May 27, 2022		
CONTRACTOR	220-34th Avenue Rock Island, IL 61201		5525 Merle Hay Road, Suite 200	PROJECT NOS:			

CONTRACT FOI General Construction

CONTRACT DATE: March 16, 2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$32,417.00
2. NET CHANGE BY CHANGE ORDERS	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$32,417.00
4. TOTAL COMPLETED & STORED TO	\$32,417.00
DATE (Column L on G703)	
5. RETAINAGE:	
a. 5 % of Completed Work	\$1,620.85
(Column J on G703)	
b. 5 % of Stored Material	\$0.00
(Column K on G703)	
Total Retainage (Lines 5a + 5b or	
Total in Column N of G703)	\$1,620.85
6. TOTAL EARNED LESS RETAINAGE	\$30,796.15
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR	
PAYMENT (Line 6 from prior Certificate)	\$0.00
8. CURRENT PAYMENT DUE	\$30,796.15
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$1,620.85
(Line 3 less Line 6)	

CONTRACTOR: Langman Construction, Inc.

By: Brian Gould Date: May 27, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \$30,796.15

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Joseph Frankl By: Joseph Frankl Date: 5/27/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 1
APPLICATION DATE: 5/27/2022
PERIOD TO: 5/27/2022
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C ITEM QUANTITY	D UNITS	E UNIT PRICE	F TOTAL VALUE OF ITEM	G PREVIOUS QUANTITIES	H ESTIMATED QUANTITY INSTALLED THIS PERIOD	I QUANTITIES TO DATE	J VALUE OF WORK THIS PERIOD	K VALUE OF WORK INSTALLED TO DATE	L MATERIALS PRESENTLY STORED (NOT IN H)	M TOTAL COMPLETED AND STORED TO DATE (H+I)	N % (L ÷ F)	O BALANCE TO FINISH (F - L)	P RETAINAGE (IF VARIABLE RATE)
24	Irrigation Force Main, Trenched, Unrestrained PVC, 6"	670.93	LF	\$20.00	\$13,418.67		670.93	670.93	\$13,418.67	\$13,418.67		\$13,418.67	100.00%		\$670.93
25	Irrigation Force Main, Trenched, Restrained PVC, 6" Directional	77.47	LF	\$95.00	\$7,359.34		77.47	77.47	\$7,359.34	\$7,359.34		\$7,359.34	100.00%		\$367.97
39	6" 11.25" DI MJ Bend	1.00	EA	\$375.00	\$375.00		1.00	1.00	\$375.00	\$375.00		\$375.00	100.00%		\$18.75
41	6" 45" DI MJ Bend	2.00	EA	\$382.00	\$764.00		2.00	2.00	\$764.00	\$764.00		\$764.00	100.00%		\$38.20
78	Air Release Valve Station Direct Bury	1.00	EA	\$10,500.00	\$10,500.00		1.00	1.00	\$10,500.00	\$10,500.00		\$10,500.00	100.00%		\$525.00
87															\$0.00
84															\$0.00
85															\$0.00
86															\$0.00
GRAND TOTALS					\$32,417.00				\$32,417.00	\$32,417.00	\$0.00	\$32,417.00	100.00%	\$0.00	\$1,620.85



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: June 6, 2022
Subject: Resolution authorizing the purchase of Engine 332 for the Fire Department.

Introduction:

Background: Replacement funding in the CIP budget since 2017.

Discussion: This project is to replace the frontline fire engine #332. The current fire engine was manufactured in 1999 and delivered for service in 2000. The projected build time for a new replacement vehicle is 20-24 months. The national standard to replace fire apparatus is 10-years frontline and 5-years in reserve service. Indianola has no reserve apparatus, all apparatus are frontline. With those build projections, the current apparatus will be 25 years old. Servicing costs have increased over the past 7 years.

Budget Impact: \$550,000.00

Recommendation: Roll call is in order.

Attachments: 1. Res 2022- Engine 332 Purchase Fire

City of Indianola
RESOLUTION NO. 2022-

RESOLUTION AUTHORIZING THE PURCHASE OF FIRE ENGINE 332 FOR THE FIRE DEPARTMENT

WHEREAS, the Capital Improvement Plan budget includes funding to replace fire engine 332; and

WHEREAS, the current fire engine 332 was delivered in 2000; and

WHEREAS, frontline engines should be replaced every ten years; and

WHEREAS, the projected build time for a replacement vehicle is 18-24 months; and

WHEREAS, the Indianola Fire Department will utilize Sourcewell Purchasing Co-op to secure the lowest, most responsive bid.

NOW, THEREFORE BE IT RESOLVED, by the Indianola City Council that a fire engine shall be purchased utilizing Sourcewell Purchasing Co-op and the Mayor or City Manager is authorized and directed to execute on behalf of the City and the City Clerk is authorized and directed to attest to said signature and to affix the seal of the City to the documents required to purchase said vehicle.

Dated this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: June 6, 2022
Subject: Resolution authorizing the purchase of Command Vehicle 330 for the Fire Department.

Introduction: Replacement of Command vehicle #330. The current vehicle is 2014 with 90,000 miles. Maintenance is becoming more costly as it gets older.

Background: Command vehicle #330 is at the end of its current life expectancy (7-8 years). Currently, it is a 2014 Chevy Tahoe, with 90,000 miles. It is currently in the CIP budget. This vehicle is used for emergency response, training, inventory transport and personnel transport. It is used to pull department equipment trailers. It is and will always be used as a command vehicle on the site of an emergency.

Discussion: The replacement will be a pickup-style 4X4 vehicle. This is a versatile style of vehicle that will be used by the department in multiple roles. Unknown build time for this vehicle once ordered?

Budget Impact: CIP Budget \$65,000

Recommendation: Roll call is in order.

Attachments: 1. Res 2022- Command Vehicle 330 Purchase Fire

City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION AUTHORIZING THE PURCHASE OF COMMAND VEHICLE 330
FOR THE FIRE DEPARTMENT**

WHEREAS, the Capital Improvement Plan budget includes funding to replace command vehicle 330; and

WHEREAS, the current command vehicle is a 2014 Chevrolet Tahoe with 89,000 miles and is at the end of its life expectancy; and

WHEREAS, the replacement will be a pickup truck; and

WHEREAS, the Indianola Fire Department will utilize Sourcewell Purchasing Co-op or the State Contract Bid to secure the lowest, most responsive bid.

NOW, THEREFORE BE IT RESOLVED, by the Indianola City Council that a fire command vehicle shall be purchased and the Mayor or City Manager is authorized and directed to execute on behalf of the City and the City Clerk is authorized and directed to attest to said signature and to affix the seal of the City to the documents required to purchase said vehicle.

Dated this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: June 6, 2022
Subject: Receive and file Wellmark's maximum allowable fee for emergency medical services.

Introduction: EMS annual rates to be charged for services.

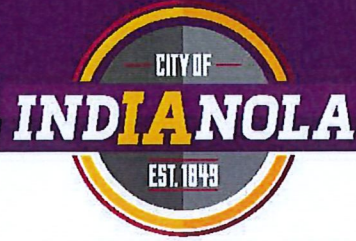
Background:

Discussion:

Budget Impact: Varies with the number of requests for service.

Recommendation:

Attachments: 1. Wellmark Fees



FIRE DEPARTMENT

TO: Mayor Stephanie Erickson and City Council Members
Cc: City Manager Ben Reeves
FROM: Fire Chief Gregory M Chia
DATE: 05/24/2022

RE: Pre-Hospital Emergency Medical Fees

The City of Indianola has a service agreement with Wellmark BC/BS, one of the major insurance carriers in this region. Wellmark BC/BS has not changed their fee structure during the COVID-19 pandemic, which is indicative of the current insurance market. Departments that provide pre-hospital emergency medical care use data from area services, including the Wellmark Service Agreement fee schedule to make rate adjustments. Many services in the Des Moines Metro and across the state incorporate Wellmark's Insurance, MAF (maximum allowable fee) as a benchmark

The recommended fee schedule for 2022 has not increased following the guidance of Wellmark BC/BS. This is the second-year fees have not increased due to COVID-19 restrictions starting in 2020. The rates did not change again in 2021 because of COVID-19. In previous years fee changes mirrored the regional Wellmark BC/BS, maximum allowable fee (MAF). The fee changes in prior years permitted the department to maximize its recover cost associated with administering pre-hospital emergency medical care.

Wellmark's policy is to establish fees based on 170% of the Medicare rate for Iowa. Indianola Fire Department and other metropolitan services have adopted the same methodology when recommending increases or changes to their own fees.

Below are the current Indianola Fire Department fees and attached is a copy from Wellmark BlueCross/Blue Shield 2022 and a document of the surrounding agency fees.

Current 2021 EMS Fees:

Basic Life Support Rate emergency	\$620.00
Advanced Life Support Rate (ALS 1) emergency	\$735.00
Advanced Life Support 2 Rate (ALS 2) emergency	\$1065.00
Treat & Release	\$200.00
ALS Tier	\$350.00
Mileage	\$13.00

2022 Indianola EMS Fees will remain at the same rates.



April 1, 2022

Dear Provider:

In accordance with provisions of the Wellmark Blue Cross and Blue Shield provider services agreement, the fee schedule is reviewed annually, and any changes are communicated to providers 90 days prior to the effective date.

Effective for services provided on and after July 1, 2022, Wellmark has determined a maximum allowable fee (MAF) for ambulance services. The fee schedule is listed below.

Code	Code Description	Wellmark MAF
A0425	Ground Mileage, Per Statute Mile	\$19
A0426	Ambulance; ALS 1; Non-Emergency Transport; Level 1	\$465
A0427	Ambulance; ALS 1; Emergency Transport; Level 1	\$735
A0428	Ambulance; BLS; Non-Emergency Transport	\$387
A0429	Ambulance; BLS; Emergency Transport	\$620
A0432	Paramedic Intercept; Rural; Transport By Volunteer Ambulance	\$678
A0433	Advanced Life Support; Level 2	\$1,065
A0434	Specialty Care Transport	\$1,258

Your Agreement with Wellmark requires that you and anyone acting on your behalf maintain the confidentiality of all fee schedules, payment arrangements, payment manuals and other Wellmark proprietary information. All information provided in this letter or available on wellmark.com is for your use only and is not to be disclosed to anyone not authorized to access this information.

We value your continued participation as a network provider. If you have any questions about this notice, please contact your Wellmark Network Engagement Business Partner. To identify your Business Partner based on the county in which you practice, please use the map available through the "Contact Us" link on wellmark.com.

Sincerely,

Mike Fay, Vice President Health Networks and Innovation



2022 FINAL Survey -Projected Rates 05/24/2022

#	Type	BLS (NE)	BLS (E)	ALS1 (NE)	ALS1 (E)	ALS2	CCP	Add'l Attendants	Non-Transport ALS	Non-Transport BLS	Paramedic Intercept	Metro Mileage	Rural Mileage	Annual Responses	Rate Inc?
1	Private	\$495.83	\$949.37	\$631.49	\$1,037.30	\$1,409.61			\$309.79	\$0.00	\$250.00	\$21.66	\$ 21.66	26,500	0.0%
3	Fire Based	\$650.00	\$650.00	\$725.00	\$725.00	\$1,025.00	\$1,500.00				\$300.00	\$14.00	\$ 14.00	900	Yes
5	Fire Based	\$387.00	\$620.00	\$465.00	\$735.00	\$1,065.00			\$158.00		\$300.00	\$13.00	\$ 13.00	5,816	0.0%
6	Fire Based	\$400.00	\$607.00	\$550.00	\$720.00	\$1,043.00			\$200.00		\$200.00	\$13.00	\$ 13.00	750	Yes
7	Private	\$635.00	\$690.00	\$790.00	\$940.00	\$1,200.00	\$1,450.00	\$90.00		\$200.00	\$250.00	\$16.00	\$ 16.00	7,198	Yes
8	Hospital Based	\$633.00	\$594.00	\$901.00	\$832.00	\$1,048.00	\$1,696.00	\$0.00	\$500.00		\$225.00	\$30.00	\$ 30.00	5,600	0.0%
9	Fire Based	\$620.00	\$620.00	\$465.00	\$735.00	\$1,065.00	\$1,258.00	\$40.00	\$225.00	\$100.00	\$250.00	\$13.00	\$ 13.00	3,842	0.0%
10	Fire Based		\$744.00		\$882.00	\$1,278.00			\$317.00			\$15.60		1,500	0.0%
12	Fire Based		\$620.00		\$735.00	\$1,065.00						\$13.00		19,700	0.0%
13	Fire Based		\$1,000.00		\$1,000.00	\$1,000.00					\$200.00	\$25.00	\$ 25.00	2,400	0.0%
15	Volunteer	\$390.00	\$624.00	\$468.00	\$741.00	\$1,074.00					\$150.00		\$ 13.00	750	0.0%
16	Hospital Based	\$610.00	\$971.00	\$971.00	\$1,017.00	\$1,331.00	\$1,893.00		\$382.00			\$26.00	\$ 26.00	13,080	0.0%
17	Private	\$516.00	\$731.00	\$1,052.00	\$1,052.00	\$1,162.00	\$1,655.00		\$0.00	\$0.00	\$200.00	\$16.00	\$ 16.00	10,000	0.0%
18	Fire Based	\$398.00	\$638.00	\$478.00	\$756.00	\$1,092.00			\$248.00	\$248.00		\$14.00	\$ 14.00	2,032	?
19	Fire Based		\$620.00		\$735.00	\$1,065.00			\$200.00		\$350.00	\$13.00	\$ 13.00	2,599	0.0%
20	Hospital Based	\$744.00	\$1,187.00	\$891.00	\$1,405.00	\$2,035.00	\$2,403.00		\$0.00		\$235.00	\$32.50	\$ 32.50	1,648	Yes
21	3rd Service	\$450.00	\$725.00	\$535.00	\$865.00	\$1,265.00			\$200.00			\$16.65	\$ 16.65	13,579	Yes TBD
22	Fire Based	\$600.00	\$600.00	\$700.00	\$700.00	\$1,023.00			\$250.00	\$150.00	\$250.00	\$13.00		2,900	?
23	Fire Based	\$483.75	\$775.00	\$581.25	\$918.75	\$1,331.25	\$1,572.50		\$300.00	\$150.00	\$250.00	\$17.61	\$ 17.61	6,398	Yes
24	Private	\$1,200.00	\$1,280.00	\$1,350.00	\$1,450.00	\$1,550.00	\$2,150.00		\$550.00	\$350.00		\$20.00	\$ 20.00	1,600	0.0%
25	Fire Based		\$940.00		\$1,125.00	\$1,415.00			\$540.00			\$17.50	\$ 17.50	6,598	0.0%
26	Fire Based		\$690.00		\$875.00	\$1,165.00			\$290.00			\$17.50	\$ 17.50	6,598	0.0%
27	Fire Based	\$620.00	\$620.00	\$735.00	\$735.00	\$1,065.00	\$1,258.00	\$100.00	\$200.00		\$225.00	\$17.00	\$ 17.00	5,709	0.0%
28	Fire Based	\$412.00	\$659.00	\$494.00	\$782.00	\$1,132.00	\$1,338.00				50% of reimb	\$14.00	\$ 14.00	3,531	Yes
30	Private	\$1,300.00	\$1,300.00	\$1,350.00	\$1,500.00	\$2,000.00	\$2,500.00				\$200.00	\$25.00	\$ 25.00	6,500	0.0%
31	Fire Based		\$900.00		\$1,100.00	\$1,500.00					\$275.00	\$19.50	\$ 19.50	5,706	0.0%
32	Fire Based		\$1,100.00		\$1,300.00	\$1,700.00					\$275.00	\$19.50	\$ 19.50	5,706	0.0%
33	Municipal	\$575.00	\$620.00	\$675.00	\$750.00	\$1,065.00		\$50.00	\$200.00	\$0.00		\$16.00	\$ 16.00	670	?
34	Fire Based	\$387.00	\$620.00	\$465.00	\$735.00	\$1,065.00	\$1,258.00					\$13.00		5,407	0.0%
35	Fire Based	\$387.00	\$620.00	\$644.17	\$735.00	\$1,065.00					\$300.00	\$13.00	\$ 13.00	10,000	0.0%
36	3rd Service	\$450.00	\$700.00	\$525.00	\$825.00	\$1,200.00	\$1,450.00	\$0.00	\$250.00		\$250.00	\$15.00		14,000	0.0%
37	Volunteer	\$500.00	\$625.00	\$700.00	\$750.00	\$1,050.00						\$14.00	\$ 14.00	150	0.0%
	Fire Based	\$590.00	\$695.00	\$690.00	\$807.00	\$1,065.00	\$1,254.00	\$50.00	\$277.00	\$277.00		\$13.80		796	0.0%
38	Hospital Based	\$644.00	\$739.00	\$1,032.00	\$1,105.00	\$1,553.00	\$1,592.00		\$200.00	\$200.00	\$248.00	\$21.00	\$ 21.00	1,775	yes
39	Private	\$871.14	\$1,390.90	\$1,390.90	\$1,756.92	\$2,049.74	\$2,335.24	\$100.00	\$330.00	\$0.00	\$220.00	\$29.28	\$ 29.28	36,000	0.0%
Medicare 2022		\$ 232.95	\$372.73	\$279.55	\$442.61	\$640.62	\$757.10					\$8.02	\$ 8.10		
Iowa Medicaid		\$ 84.67	\$114.30	\$101.60	\$127.01	\$232.84		\$19.58	\$42.34	\$42.34		\$2.61	\$ 2.61		
Illinois Medicaid (Rock Island County)		\$ 142.63	\$142.63	\$222.31	\$222.31	\$222.31	\$289.91					\$5.60	\$ 5.60		
Wellmark 2022		\$ 387.00	\$620.00	\$465.00	\$735.00	\$1,065.00	\$1,258.00				\$678.00	\$13.00	\$ 13.00		
Average		\$590.69	\$784.69	\$750.18	\$938.91	\$1,263.33	\$1,680.16	\$53.75	\$266.38	\$139.58	\$245.59	\$17.89	\$18.54	6,798	0.0%
Median		\$575.00	\$690.00	\$690.00	\$832.00	\$1,132.00	\$1,572.50	\$50.00	\$250.00	\$150.00	\$250.00	\$16.00	\$17.00	5,600	0.0%



MEMORANDUM

To: Mayor and City Council

From: Rick Graves, Water Resource Recovery Director

Date: June 6, 2022

Subject: Resolution approving Amendment No 1 to the Professional Services Agreement with HR Green for the Construction Phase Services for the Water Resource Recovery Facility Project.

Recommendation: Roll call is in order.

Attachments:

1. Res 2022 - Approving Amendment to PSA HR Green
2. HR Green Amendment No 1

City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION APPROVING AMENDMENT NUMBER ONE TO THE PROFESSIONAL SERVICES
AGREEMENT WITH HR GREEN FOR THE CONSTRUCTION PHASE SERVICES FOR THE
WATER RESOURCE RECOVERY FACILITY PROJECT**

WHEREAS, the City Indianola, Iowa, is in engaged with HR Green to provide construction phase services for the Water Resource Recovery Facility ("WRRF") project for the City; and

WHEREAS, the City of Indianola, Iowa, is in need of an amendment to the agreement for Construction Phase Services for WRRF with HR Green; and

WHEREAS, it is the determination of the City Council that the City should enter into Amendment Number One to the Professional Services Agreement – Construction Phase Services for the Water Resource Recovery Facility in the form attached as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. Amendment Number One to the Professional Service Agreement – Construction Phase Services for the Water Resource Recovery Facility with HR Green is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute Amendment Number One to Professional Services Agreement – Construction Phase Services for the Water Resource Recovery Facility on behalf of the City.

PASSED this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



May 31, 2022

Mr. Ben Reeves
City of Indianola, City Manager
110 N 1st Street
Indianola, IA 50125

Re: Indianola WRRF – Amendment 1 for Construction Phase Services

Dear Ben:

Enclosed is a signed copy of our Amendment No. 1 for Professional Services Agreement for the Construction Phase Services for the Indianola Water Resource Recovery Facility project. HR Green's role in Construction Phase Services is to make sure the Contractor supplies the appropriate materials and equipment, constructs the facilities per the contract documents, and to help transition the City staff to knowledgeable operation of the wastewater treatment plant. This amendment continues our services to match the expected Final Completion by the Contractor.

The overall construction phase services fee for the Amendment No. 1 is \$ 200,000. The amendment is a maximum not-to-exceed cost so if the Contractor completes the work before it is used the entire fee will not be billed. This Amendment No. 1 extends our services to December 31, 2022.

If you have questions or need additional information, please don't hesitate to contact me.

Sincerely,
HR Green, Inc.

A blue ink signature of James R. Rasmussen.

James R. Rasmussen, P.E.
Vice-President

Cc: Rick Graves, WWTP Superintendent
Andy Lent, ACM, CFO

Enclosures

J:\2019\191899\Admin\Contract\Client\Ltr-053122-CPS Amendment 1 Transmittal.docx



HR GREEN, INC.
PROFESSIONAL SERVICES AGREEMENT AMENDMENT NO. 1

THIS AMENDMENT, made this 6th day of June, 2022 by and between, City of Indianola the CLIENT, and HR GREEN, INC. (hereafter "COMPANY"), for professional services concerning:

Indianola Water Resource Recovery Facility, Phase 2 – Construction Phase Services

hereby amends the original Professional Services Agreement dated February 25, 2020 as follows:

The CLIENT and COMPANY agree to amend the Scope of Services of the original Professional Services Agreement and previous amendments as follows:

Continue with office and field Construction Phase Services for the Indianola WRRF. This amendment extends services for Final Completion by the Contractor up to December 31, 2022.

COMPANY Project Number: 191899

In consideration for these services, the CLIENT AGREES to adjust the payment for services performed by COMPANY on the following basis:

☒ Per current rate schedule with a maximum fee to be increased by Two Hundred Thousand Dollars (\$ 200,000.00)

The total authorized compensation after this Amendment, including the original Professional Services Agreement and all previous Amendments, is Two Million and Two Hundred Thousand Dollars (\$ 2,200,000.00)

THIS AMENDMENT is subject to all provisions of the original Professional Services Agreement.

THIS AMENDMENT, together with the original Professional Services Agreement and all previous amendments represents the entire and integrated AGREEMENT between the CLIENT and COMPANY.

THIS AMENDMENT executed the day and year written above.

City of Indianola

By: _____
Stephanie Erickson, Mayor

HR GREEN, INC.


By: _____
James R. Rasmussen, Vice-President



MEMORANDUM

To: Mayor and City Council
From: Rick Graves, Water Resource Recovery Director
Date: June 6, 2022
Subject: Resolution authorizing the purchase of furniture and appliances for the Water Resource Recovery Facility.

Introduction: Office Furniture and Appliances for Water Resource Recovery Facility

Background:

Discussion: The office furniture being requested will furnish four offices with desks, conference table and chairs, along with tables and chairs for the EOC/Training Room. The quote received from Workspace out of Des Moines is a state bid which only requires one quote.

The appliances will be used in the EOC/Training Room. I received three quotes and selected the quote from Home Depot.

Budget Impact: This is a budgeted item in the FY22 CIP.

Recommendation: Staff recommends purchasing the office furniture from Workspace in Des Moines for \$22,972.32 and the appliances for the EOC/Training Room from Home Depot for \$3,545.81.

Attachments:

1. Workspace Quote
2. Home Depot Quote
3. Warner Stellan Quote
4. Lowes Quote from Website
5. Res 2022- furniture and appliance purchase WRRF



workspace
 309 Locust St.
 Des Moines, IA 50309
 (T) 515-288-7090 (F) 515-288-0250
 www.workspaceinc.net

Quotation 65411
Quote Date 05/17/22
Customer INDIAN
Terms Net 30
Account Representative Sara
 Guerrero

Quote To

Accounts Payable
 Indianola Wastewater Plant
 10939 Grimes St
 Indianola IA 50125

Ship To

Rick Graves
 Indianola Wastewater Plant
 10939 Grimes St
 Indianola IA 50125

Phone +1 (515) 962-5284
 rgraves@indianolaiowa.gov

Phone +1 (515) 962-5284
 rgraves@indianolaiowa.gov

Sales Location Des Moines Corporate Office

Invoice will include any vendor surcharges in effect at the time of order.

Description	Quantity	Unit Price	Extended Price
-------------	----------	------------	----------------

Additional Task Chair

1	HIWMM - Ignition 2 Task Mid-back, ilira back	1	377.76	377.76
---	--	---	--------	--------

Control Type:

.Y0: Simple Synchro-Tilt Control

Select Arm Type:

.A: Arm: Height and Width Adj. Arm

Select Caster/Glide Option:

.S: Black All-Surface Caster

Select Mesh Color:

.IM: 4-Way Black

Select Upholstery:

\$(1): Gr 1 UPH

.UR: Contourett

96: COLOR: Ocean

Select Lumbar:

.NL: No Lumbar

Select Base:

.SB: Base: Standard Base

Select Frame Color:

.T: Frame: Black

HON INDUST

Tag For Additional Task Chair

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
 309 Locust St.
 Des Moines, IA 50309
 (T) 515-288-7090 (F) 515-288-0250
 www.workspaceinc.net

Quotation 65411
 Page 2 / 11 (cont'd)

Description	Quantity	Unit Price	Extended Price
Sub Total			377.76
Total			377.76
GIS Office (1206)			
2 H10504 - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut HON INDUST Tag For GIS Office (1206)	1	409.08	409.08
3 H10561X - 10500 Series Return Shell 29-1/2H x 48W x 24D Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For GIS Office (1206)	1	318.07	318.07
4 H105895R - 10500 Series 72Wx36Dx29-1/2H Sgl edDskrH B/B/F RectTop Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For GIS Office (1206)	1	820.61	820.61
5 HF23B - Black Removable Lock Core Kit Select Key Number: .X103E: KEY NUMBER: 103E HON INDUST Tag For GIS Office (1206)	2	21.04	42.08
6 HSWEPA2 - Sweep Handle Kit Black 2-Pack HON INDUST Tag For GIS Office (1206)	1	28.39	28.39
7 HSWEPA3 - Sweep Handle Kit Black 3-Pack HON INDUST Tag For GIS Office (1206)	1	36.71	36.71

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 3 / 11 (cont'd)

Description		Quantity	Unit Price	Extended Price
8	HIWMM - Ignition 2 Task Mid-back, ilira back Control Type: .Y0: Simple Synchro-Tilt Control Select Arm Type: .A: Arm: Height and Width Adj. Arm Select Caster/Glide Option: .S: Black All-Surface Caster Select Mesh Color: .IM: 4-Way Black Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean Select Lumbar: .NL: No Lumbar Select Base: .SB: Base: Standard Base Select Frame Color: .T: Frame: Black HON INDUST Tag For GIS Office (1206)	1	377.76	377.76
Sub Total				2,032.70
Total				2,032.70
Rick's Office (1208)				
9	H10560 - 10500 Series Bridge 42W x 24D x 29-1/2H Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For Rick's Office (1208)	1	217.27	217.27
10	H105896L - 10500 Series 72Wx36Dx29-1/2H SglPedDskLH B/B/F RectTop Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut	1	820.61	820.61

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 4 / 11 (cont'd)

Description	Quantity	Unit Price	Extended Price
10 LSW1: LAM: Skyline Walnut HON INDUST Tag For Rick's Office (1208)			
11 H105903R - 10500 Series 72Wx24Dx29-1/2H Single Ped Cred RH F/F Ped Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For Rick's Office (1208)	1	726.17	726.17
12 HF23B - Black Removable Lock Core Kit Select Key Number: .X101E: KEY NUMBER: 101E HON INDUST Tag For Rick's Office (1208)	2	21.04	42.08
13 HFLDGRMT3 - Field Installable Grommet-Black-for 3" Dia Hole HON INDUST Tag For Rick's Office (1208)	1	21.04	21.04
14 HSWEPA2 - Sweep Handle Kit Black 2-Pack HON INDUST Tag For Rick's Office (1208)	1	28.39	28.39
15 HSWEPA3 - Sweep Handle Kit Black 3-Pack HON INDUST Tag For Rick's Office (1208)	1	36.71	36.71
16 HIGS6 - Ignition Guest/Multi-Purpose Chair Four-Leg Stacking Select Arm Type: .F: Arm: Fixed Select Caster/Glide Option: .S: Soft Caster Select Back: .IM: 4-Way Black Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean	6	281.76	1,690.56

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace

309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 5 / 11 (cont'd)

Description		Quantity	Unit Price	Extended Price
16	Select Frame Color: .T: Black HON INDUST Tag For Rick's Office (1208)			
17	HIWMM - Ignition 2 Task Mid-back, ilira back Control Type: .Y0: Simple Synchro-Tilt Control Select Arm Type: .A: Arm: Height and Width Adj. Arm Select Caster/Glide Option: .S: Black All-Surface Caster Select Mesh Color: .IM: 4-Way Black Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean Select Lumbar: .NL: No Lumbar Select Base: .SB: Base: Standard Base Select Frame Color: .T: Frame: Black HON INDUST Tag For Rick's Office (1208)	1	377.76	377.76
18	HTLB3672 - Preside 72W x 36D Boat Shaped Laminate Top Edge Option: .G: 2MM/Flat SW: Edge: Skyline Walnut Select Grommet: .N: No Grommets Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut HON INDUST Tag For Rick's Office (1208)	1	356.07	356.07

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
 309 Locust St.
 Des Moines, IA 50309
 (T) 515-288-7090 (F) 515-288-0250
 www.workspaceinc.net

Quotation 65411
 Page 6 / 11 (cont'd)

Description	Quantity	Unit Price	Extended Price
19 HTTLEG72 - Preside Aluminum T leg for 72" Table Tops Select Base Color: \$(P2): P2 Paint Opts .PR6: Silver HON INDUST Tag For Rick's Office (1208)	1	360.73	360.73
Sub Total			4,677.39
Total			4,677.39
SCDA Office (1209A)			
20 H10504 - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut HON INDUST Tag For SCDA Office (1209A)	1	409.08	409.08
21 H10561X - 10500 Series Return Shell 29-1/2H x 48W x 24D Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For SCDA Office (1209A)	1	318.07	318.07
22 H105895R - 10500 Series 72Wx36Dx29-1/2H Sgl edDskRH B/B/F RectTop Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For SCDA Office (1209A)	1	820.61	820.61
23 HF23B - Black Removable Lock Core Kit Select Key Number: .X102E: KEY NUMBER: 102E HON INDUST Tag For SCDA Office (1209A)	2	21.04	42.08

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
 309 Locust St.
 Des Moines, IA 50309
 (T) 515-288-7090 (F) 515-288-0250
 www.workspaceinc.net

Quotation 65411
 Page 7 / 11 (cont'd)

Description	Quantity	Unit Price	Extended Price
24 HSWEEPA2 - Sweep Handle Kit Black 2-Pack HON INDUST Tag For SCDA Office (1209A)	1	28.39	28.39
25 HSWEEPA3 - Sweep Handle Kit Black 3-Pack HON INDUST Tag For SCDA Office (1209A)	1	36.71	36.71
26 HIWMM - Ignition 2 Task Mid-back, ilira back Control Type: .Y0: Simple Synchro-Tilt Control Select Arm Type: .A: Arm: Height and Width Adj. Arm Select Caster/Glide Option: .S: Black All-Surface Caster Select Mesh Color: .IM: 4-Way Black Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean Select Lumbar: .NL: No Lumbar Select Base: .SB: Base: Standard Base Select Frame Color: .T: Frame: Black HON INDUST Tag For SCDA Office (1209A)	1	377.76	377.76
Sub Total			2,032.70
Total			2,032.70

Secondary Office (3504)

27 H10504 - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut HON INDUST	1	409.08	409.08
--	---	--------	--------

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 8 / 11 (cont'd)

Description		Quantity	Unit Price	Extended Price
27	Tag For Secondary Office (3504)			
28	H10561X - 10500 Series Return Shell 29-1/2H x 48W x 24D Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For Secondary Office (3504)	1	318.07	318.07
29	H105895R - 10500 Series 72Wx36Dx29-1/2H Sgl edDskRH B/B/F RectTop Select Top Laminate Color: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut LSW1: LAM: Skyline Walnut HON INDUST Tag For Secondary Office (3504)	1	820.61	820.61
30	HF23B - Black Removable Lock Core Kit Select Key Number: .X104E: KEY NUMBER: 104E HON INDUST Tag For Secondary Office (3504)	2	21.04	42.08
31	HSWEEPA2 - Sweep Handle Kit Black 2-Pack HON INDUST Tag For Secondary Office (3504)	1	28.39	28.39
32	HSWEEPA3 - Sweep Handle Kit Black 3-Pack HON INDUST Tag For Secondary Office (3504)	1	36.71	36.71
33	HIWMM - Ignition 2 Task Mid-back, ilira back Control Type: .Y0: Simple Synchro-Tilt Control Select Arm Type: .A: Arm: Height and Width Adj. Arm Select Caster/Glide Option: .S: Black All-Surface Caster Select Mesh Color: .IM: 4-Way Black	1	377.76	377.76

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 9 / 11 (cont'd)

Description		Quantity	Unit Price	Extended Price
33	Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean Select Lumbar: .NL: No Lumbar Select Base: .SB: Base: Standard Base Select Frame Color: .T: Frame: Black HON INDUST Tag For Secondary Office (3504)			
Sub Total				2,032.70
Total				2,032.70
Training/Break Room (1203)				
34	HPWRMOD2WC - 2 Receptacle 2 USB Worksurface Clamp Select Color: .SNW: Snow HON INDUST Tag For Training/Break Room (1203)	6	223.31	1,339.86
35	HIGS6 - Ignition Guest/Multi-Purpose Chair Four-Leg Stacking Select Arm Type: .F: Arm: Fixed Select Caster/Glide Option: .S: Soft Caster Select Back: .IM: 4-Way Black Select Upholstery: \$(1): Gr 1 UPH .UR: Contourett 96: COLOR: Ocean Select Frame Color: .T: Black HON INDUST Tag For Training/Break Room (1203)	14	281.76	3,944.64

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace
309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 10 / 11 (cont'd)

Description		Quantity	Unit Price	Extended Price
36	HMBFLIP24L - Huddle Flip Top Base for 24x60 and 24x72 Tops Select Caster: .C: Casters Select Paint Grade: \$(P2): P2 Paint Opts .PR6: Silver HON INDUST Tag For Training/Break Room (1203)	6	396.20	2,377.20
37	HMT2460G - Huddle 24x60 Table Top w/Edgeband Select Grommet: .N: No Grommets Select Laminate: \$(L2STD): Grd L2 Standard Laminates .LSW1: LAM: Skyline Walnut Select Edge Color: .SW: EDGE: Skyline Walnut HON INDUST Tag For Training/Break Room (1203)	6	249.67	1,498.02
Sub Total				9,159.72
Total				9,159.72
Quotation Totals				
Sub Total				20,312.97
WORKSPACE Delivery & Installation				2,139.35
WORKSPACE Design				520.00
Grand Total				22,972.32
State of Iowa Contract Pricing				

End of Quotation

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



workspace

309 Locust St.
Des Moines, IA 50309
(T) 515-288-7090 (F) 515-288-0250
www.workspaceinc.net

Quotation 65411
Page 11 / 11 (cont'd)

TERMS AND CONDITIONS OF SALE

- 1. ORDERS:** It is understood and agreed that an order cannot be cancelled except by mutual consent, subject to Manufacturer's approval. If a percentage cancellation charge is made by Manufacturer, the percentage will be applied to the contract cost of the items cancelled and will be invoiced to the Customer/Purchaser. If Manufacturer is unable to accommodate the request for cancellation, the sale will be final.
- 2. CHANGE ORDERS:** Request to change the scope of the project after product has been ordered or the labor quote has been approved by purchaser may result in additional change order fees.
- 3. RETURNS:** Merchandise is not returnable unless it has been authorized by the Manufacturer with the Purchaser bearing all costs including freight, pickup, delivery, Manufacturer restocking fees, plus 15% of purchase cost to offset overhead expenses by Seller.
- 4. PRICE:** All prices quoted are firm for 30 days from the date of this proposal, unless otherwise specifically noted.
- 5. TAX:** Proposals and orders are subject to applicable sales tax.
- 6. TERMS:** Net 30 days.
- 7. DELIVERY:** In the event that delivery/installation is provided as part of the sale, the following provisions shall apply.
 - A. Job Site: The job site shall be clear and free of debris prior to installation. Site preparation performed by Seller's employees, including but not limited to, clearing debris or moving of Purchaser's furniture, shall be charged to the Purchaser at Seller's normal hourly rate.
 - B. Job Site Services: Electric current, heat, hoisting and/or elevator service will be furnished without charge to Seller. Adequate facilities for offloading, staging, moving, and handling of goods shall be provided by Purchaser.
 - C. Delivery Hours: The sale price is based on the installation being made during the normal eight-hour, five-day work week, Monday through Friday. If delivery/installation is required at a time other than these, Purchaser agrees to pay Seller at the applicable overtime rate.
 - D. Risk of Loss: Upon delivery of goods by Seller to Purchaser's requested location, all risk of loss or damage shall pass to Purchaser, including, but not limited to any loss or damage by weather, other trades such as painting, plastering, wall covering, drapes, curtains, window coverings, blinds and window treatments; telephone installation, fire or other elements; and Purchaser agrees to hold Seller harmless from loss for such reasons.
 - E. Any changes to delivery/installation location or timing due to job site readiness may include additional labor charges due to redelivery or double handling of products. These charges will be calculated using Seller's normal labor rate.
 - F. Partial deliveries can be made at the Purchaser's request for an additional charge. Unplanned partial deliveries may result in additional overtime charges.
- 8. DELIVERY/ INSTALLATION DELAYS:**
 - A. If premises of Purchaser are not ready for installation/delivery, the Purchaser agrees to pay for ninety percent (90%) of the value of the delivered goods in storage and ready for installation/delivery, within 10 days of receipt of goods by Seller.
 - B. STORAGE: If premises are not ready for installation/delivery within 21 days after receipt of goods by Seller, the Purchaser agrees to pay a monthly storage and handling fee to Seller. Seller can only store up to 1 truckload of product.
 - C. If product cannot be installed as originally scheduled due to site readiness, purchaser assumes responsibility of any concealed damages that are revealed after 15 days of shipment receipt.
- 9. SHIPMENTS:** Seller continually expedites orders and will attempt to obtain the commitment of the manufacturer to meet the delivery schedule requirements, but cannot be held responsible for delayed deliveries. Orders, once entered, cannot be cancelled due to delayed delivery unless manufacturers will accept cancellation from Seller. Changes in delivery address may incur additional fees.
- 10. DEPOSITS:** A 50% deposit is required to place an order. All deposits on goods purchased shall be retained by Seller until shipment, delivery and installation of entire order are complete. Deposit amounts will be deducted from the final invoice. No proration of deposit will be made on partial delivery or installation.
- 11. ACCEPTANCE:** All goods shall be considered accepted after the Purchaser or his agent has signed the delivery copy of the "delivery receipt". All claims or exceptions must be made in writing on this copy. If Purchaser is dissatisfied at the time of delivery/installation, it should be noted on the "delivery receipt" or "punch list". Buyer may delay payment of up to 10% of the invoice, without penalty, until all Punch List items are corrected. However, it is expressly understood that the remaining 90% of the invoice is due and payable under the normal credit/payment terms extended by Seller, regardless of the presence or extent of Punch List items.
- 12. LIMITED LIABILITY:** the goods and services incidental to their sale described in this proposal are sold subject only to such warranties as are made by manufacturers of the goods. Seller will cooperate with Purchaser in obtaining adjustments from manufacturers for a breach of any such manufacturer's warranty. However, Seller neither guarantees nor warrants that the manufacturer will comply with the terms of its warranty; and Seller does not adopt, guarantee or warranty that the manufacturer will comply with its obligations. Seller shall not be liable for defects in, or loss to the goods sold, or caused by the goods sold. SELLER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND SELLER SHALL NOT BE LIABLE FOR ANY ACTUAL, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES TO PURCHASER OR TO ANY THIRD PARTY AS A CONSEQUENCE OF THE ALLEGED BREACH OF ANY SUCH WARRANTY. Purchaser agrees to indemnify and hold harmless Seller and its agents and employees of and from any claims for damage of loss due to damage or injury caused by the goods after delivery to Purchaser.
- 13. LIEN AND SECURITY INTEREST:** Seller shall have and retain a lien on and security interests in all goods until all goods described in this purchase order have been paid for in full. Upon nonpayment within specified terms, Seller shall have the right, at its election, to recover possession of such goods; and in that event, Purchaser authorizes Seller to promptly enter upon its premises and to repossess and remove such goods at the expense of the Purchaser.
- 14. COSTS AND ATTORNEY FEES:** In the event the Purchaser should fail to comply with any of the terms, conditions, or provisions hereof, and should it become necessary for Seller to incur costs or engage the services of others, Purchaser agrees to pay all costs and expenses incurred by Seller, including costs and reasonable attorneys' fees, whether out of court, at trial or appellate levels, or in bankruptcy/insolvency proceedings, or otherwise.
- 15. TRADE/MANUFACTURE STANDARDS:** The goods shall be subject to reasonable variation from standard in color, quality, finish and variations allowed by the trade customs of the industry.
- 16. LACK OF CONTROL:** Seller shall not be liable for any damages arising out of failure, delay or interruption in the performance of this proposal/order caused by strike, flood, wind, war, civil disturbance, fire, act of God, shortage of labor or materials, or any other matter beyond its direct and sole control.
- 17. ADDITIONAL TERMS:** Purchaser hereby authorizes Seller to inquire into and make investigation of the credit and credit history of the Customer and its principals in connection with any orders of the Customer. Purchaser acknowledges that this proposal/order and performance hereunder, shall be deemed severable. Purchaser shall be liable for any part of the goods described in the proposal/order and any invoice submitted hereunder. Purchaser shall pay the monies due hereunder and all invoices submitted hereunder in accordance with their terms, and shall not be entitled to any set-off or to withhold any payment or portion thereof. All invoices not paid in accordance with the terms hereof shall accrue interest at the rate of 1.5 per month (18% per annum). All payments on past due invoices shall be first applied to accrued interest and then to open invoice amounts.
- 18. PAYMENT OPTIONS:** Seller reserves the right to charge a credit card fee if that payment method is chosen. This fee will be added to the total of the transaction and will be equal to the cost of processing the selected credit card.

ACCEPTANCE SUBJECT TO TERMS AND CONDITIONS

ACCEPTED BY _____ TITLE _____ DATE _____



Customer Quote

6/01/2022, 4:19 PM CDT

Sales Person MXL3E8I

Store Phone # (515) 287-7269

Store # 2104

Location 4900 SE 14TH ST, DES MOINES, IA 50320

Customer Information

INDIANOLA CITY OF

110 N 1ST ST

STE 3

INDIANOLA, IA 50125



Quote # H2104-119296

PO / Job Name

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
	GTW335ASNWW	1004126149	\$699.00 / each	1	\$578.00
			◆ SPECIAL BUY \$121.00 OFF EACH		
		1005665054	\$578.00 / each	1	\$135.00
			5 YR PROTECTION PLAN \$550-\$699.99		
		M925-2 UPGRADE STNLESS WASHER HOSES	932694	\$135.00 / each	1
			\$29.99 / each		
	GTD33EASKWW	1001767434	\$699.00 / each	1	\$558.00
			◆ SPECIAL BUY \$141.00 OFF EACH		
		410739	\$558.00 / each	1	\$24.99
			M916-SEMI-RIGD DRYER DUCT		
		1005665054	\$24.99 / each	1	\$135.00
			5 YR PROTECTION PLAN \$550-\$699.99		
		M934-DRYER POWER CORD	206508	\$135.00 / each	1
		\$27.98 / each			
	FGMV17WNVF	1004402029	\$499.00 / each	1	\$378.00
			\$378.00 / each		
		◆ SPECIAL BUY \$121.00 OFF EACH			
	GCRE3038AF	1005133716	\$1,099.00 / each	1	\$898.00
			◆ SPECIAL BUY \$201.00 OFF EACH		
		206332	\$898.00 / each	1	\$32.85
			\$32.85 / each		
		M933-RANGE POWER CORD			
	FFTR1835VS	1004885224	\$949.00 / each	1	\$748.00
			\$748.00 / each		
		◆ SPECIAL BUY \$201.00 OFF EACH			
Prices Valid Through: 06/08/2022 at The Home Depot #2104			Subtotal		\$3,545.81
			Discounts		-\$0.00
			Sales Tax		TBD
			Quote Total		\$3,794.02

Contact: (515) 883-3333

of

"Price quote, good for today only. Prices subject to change"



Quote

Date: 4/29/2022

Estimate #: QTE-51282

Customer:

Acct. No.: CUS-183665

:

Total: ~~\$4,786.24~~

Total: \$4,304.92

Bill To

City Of Indianola
10939 Grimes St
Indianola IA 50125
United States
P: 515-577-2444

Highlighted numbers below
were deducted from their total.

Department Info			Store Phone#		Sales Rep		
30 West Des Moines Store			(515) 883-3333		Bill Haman		
QTY.	ITEM	Type	SHIP TO	EST DEL	FILL LOC	UNIT PRICE	AMOUNT
	FFTR1835VS 18.3 Cu. Ft. Top Freezer Refrigerator						
1	Color: Stainless Steel Ironclad Product Protection and Service Network Declined. Service provided through manufacture network.	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$854.99	\$854.99
	GCRE3038AF 30" Electric Range						
1	Color: Stainless Steel Ironclad Product Protection and Service Network Declined. Service provided through manufacture network.	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$899.99	\$899.99
	Electric Range Install						
		10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock			
	IA - ELECTRIC RANGE INSTALLATION PARTS						
1	ELECTRIC RANGE INSTALLATION PARTS (IA)	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$59.99	\$59.99
	FGMV17WNVF 1.7 cu. ft. Over the Range Microwave						
1	Color: Stainless Steel Ironclad Product Protection and Service Network Declined. Service provided through manufacture network.	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$399.99	\$399.99
	IA - INSTALL OTR - STANDARD						
1	OTR INSTALL - STANDARD (IA)	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$149.99	\$149.99
	GTW525ACPWB 4.2 cu. ft. Top Load Washer						
1	Color: White Ironclad Product Protection and	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock		\$989.99	\$989.99

QTY.	ITEM	Type	SHIP TO	EST DEL	FILL LOC	UNIT PRICE	AMOUNT
	Service Network Declined. Service provided through manufacture network.						
1	WASHER INSTALLATION WASHER INSTALLATION	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock	\$0.00	\$0.00	
1	6FT-SSFH-2 6 FT SS WASH MCHN HOSES (QTY2)	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock	\$29.99	\$29.99	
	GTX52EASPWB 6.2 cu. ft. Electric Dryer						
1	Color: White Ironclad Product Protection and Service Network Declined. Service provided through manufacture network.	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock	\$989.99	\$989.99	
	Electric Dryer Install	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock			
1	ELECTRIC DRYER PART INSTALLATION ELECTRIC INSTALLATION PARTS	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock	\$79.99	\$79.99	
1	Appliance & Package Recycling Fee Appliance and Package Recycling	10939 Grimes St, 50125	8/5/2022	00-HQ : WS3 - Stock	\$29.99	\$29.99	
						Subtotal	\$4,484.90
						Tax	\$301.34
						Total	\$4,786.24
							\$4,304.92

Description Item List:

Customer received product specifications - customer to confirm all openings. In order to maintain free delivery we require 24 hour cancellation notice. In cases of cancellation, a \$75 fee may be applied. One delivery included - additional stops are subject to charge. Recycling services available if purchased. Tech inspection required prior to service-related returns and exchanges.

COVID has created unprecedented volatility within the appliance industry supply chain. We want to be as transparent as possible and communicate fair expectations based on what we know, but there are many factors out of our control.

Due to this, we will set a targeted delivery date, but we cannot confirm that delivery date until 3 days prior. You will receive a call 3 days before your targeted delivery date to confirm the date or update the status of your order.

To limit exposure for you and our crews, we will schedule your free local delivery only as a complete order. Partial order deliveries may be available for an additional fee, and pickups are available 7 days a week at our St. Paul warehouse or Rochester and Des Moines showrooms.

Customer Initials: _____

Signature: _____

Date: _____

I have read and understand the terms and conditions of this quote.

PURCHASE ORDER STANDARD TERMS AND CONDITIONS

Customer ("you," "your") agrees to purchase the appliances identified in this Purchase Order on the date shown from Warners' Stellian Co., Inc. ("Warners' Stellian," "we," "us," "our"). Warners' Stellian agrees to sell, deliver and service the appliances under the following terms and conditions. You acknowledge and agree to these terms with your signature on the reverse side of this Purchase Order.

DEFINITIONS

The term "appliances" means all products, services, and merchandise purchased from Warners' Stellian.

ENTIRE AGREEMENT; CONFLICTING TERMS

This Purchase Order, together with any other documents which are attached hereto, is the sole and complete contract between you and us with respect to the appliances identified herein and the delivery, installation and servicing of them. This Purchase Order supersedes all prior oral and written understandings. Conflicting, different, or additional terms are expressly rejected and shall not become a part of this Purchase Order unless accepted in writing by us, including those in any subsequent quote, form, acknowledgment, invoice or other document. No course of dealing or usage of trade or actual course of performance shall be relevant to explain or supplement any terms used herein. Any shipment or delivery of goods or performance of services ordered under this Purchase Order shall constitute acceptance of the terms and conditions herein.

CUSTOMER APPLIANCE PICK-UP

Customer appliance pick-up is at our warehouse at **550 Atwater Circle, St. Paul, MN 55103**. Call **651-222-0011** twenty-four (24) hours prior to pick-up. All outstanding payments must be made prior to receiving your appliances. This Purchase Order, the sales receipt, your picture ID, and your signature acknowledging that the appliances were picked up by you are required before the appliances will be loaded into your vehicle. Warners' Stellian will assist you in loading the appliances into your vehicle. You will provide all ropes, straps, blankets and blocking and bracing materials needed to safely and securely pack the appliances for transit in your vehicle. We will not secure the merchandise in your vehicle. You will hold us harmless for any and all damage to the appliances during loading into your vehicle, after loading, and while in transit.

CONCEALED DAMAGE & FUNCTIONAL OPERATION

Upon your request, at the time of pick-up from our location or delivery to your location, Warners' Stellian will un-package, inspect and replace items if concealed damage is found. Warners' Stellian cannot accept responsibility for damage found after a packaged item leaves our facility or is accepted when delivered unless this inspection is done. Warners' Stellian cannot accept responsibility for circumstances that arise directly or consequentially as a result of improper installation by anyone other than Warners' Stellian authorized personnel. If appliances you purchase from Warners' Stellian require a major repair within 30 days from the date of invoice, you are entitled to a like product exchange/in-store credit as determined to be eligible by Warners' Stellian. Major repair is defined as: has no power or, unrepairable damage not apparent at the initial inspection. In all cases, Warners' Stellian must be allowed the opportunity at our sole discretion to have a qualified technician inspect, diagnose the unit as installed and to perform needed repairs, if repair is possible.

SCHEDULING DELIVERY OF APPLIANCES

Call **651-222-0011** to schedule appliance delivery. Deliveries are scheduled according to availability. We need seven (7) days prior notice to assure delivery on your preferred date. Someone over the age of 18 must be home to accept delivery of your new appliances, unless the delivery is to an unoccupied home or commercial building where other delivery arrangements have been agreed upon between you and us.

CONSENT TO RECEIVE MESSAGES

Customer consents to receive messages by text, prerecorded and artificial voice, and autodialed messages that notify you of the anticipated delivery time of your order. You agree to provide your valid mobile phone number for these services. Consent may be revoked at any time by calling us at **651-222-0011**. Customer agrees to indemnify, defend, and hold Warners' Stellian harmless from any and all claims, losses, liability, cost, and expenses (including reasonable attorneys' fees) arising from your provision of a mobile phone number that is not your own or your violation of applicable, federal, state or local law, regulation, or ordinance.

MISSED DELIVERY OF APPLIANCES

If you are not home to accept delivery on the scheduled date, our driver will leave a note that a delivery was attempted. Call us at **651-222-0011** to reschedule. A minimum \$99.99 charge for second deliveries is required from you.

INSTALLATION OF APPLIANCES

Warners' Stellian will install appliances when specified on Purchase Order. Customer locations must have an unobstructed path into and throughout the premises. You agree that we may photograph existing conditions at your premises to document the delivery, installation, and servicing of your appliances. Some appliances require additional parts not supplied by the manufacturer to complete installation. These materials will be supplied by us for an additional charge.

DAMAGE DURING DELIVERY

Customer shall not hold Warners' Stellian liable for damage that is not recorded at the time of delivery. When our specialists complete your delivery, you will be asked to acknowledge the delivery with your signature. If there is a problem with your delivery, explain the problem in writing prior to signing. Your signature, without having written about a problem in delivery, means that you have accepted the appliance as delivered in good order, and that we have not damaged your property in any way during delivery.

SERVICES AVAILABLE FOR ADDITIONAL CHARGE

When arranged for at the time of purchase, the following services are available for the stated additional charge: Dryer side vent - \$59.99; L.P. gas conversion dryer - \$99.99; L.P. gas conversion range - \$99.99.

SPECIAL ORDERS

Special order appliances including parts are not returnable. Special orders require a fifty percent (50%) non-refundable deposit.

RETURNS AND EXCHANGES

A minimum pick-up charge of \$75.00 and a 25% restocking fee will be assessed on all appliance returns and exchanges.

HOLD HARMLESS AND WAIVER OF SUBROGATION

Customer agrees to hold Warners' Stellian, and those who install appliances on their behalf, harmless with subrogation waived for any and all damage resulting from the installation of the appliance and for any and all damage resulting from the connection of water, electrical, gas, and other power supply sources to the appliance. Customer agrees that this hold harmless and waiver applies to any and all subrogation claims asserted by customer's insurance company.

LIMITED LIABILITY

Warners' Stellian will correct any defect in its work without charge within ninety (90) days of delivery and installation. We will not be liable to you for any direct loss, indirect or consequential loss, or other damage that you incur because of that defect or because of any other failure in our service or because of any defect in any appliance of failure of the appliance to perform. We will, at your expense, use reasonable efforts to assist you with obtaining the benefits from any manufacturer's warranty on the appliance.

SEVERABILITY

The partial or complete invalidity of any provision in this Purchase Order shall not affect the validity or continuing force and effect of any other provisions.

GOVERNING LAW

This Purchase Order shall be governed by and interpreted in accordance with the laws of the State of Minnesota without giving effect to conflicts of laws principles. All disputes arising in connection with it shall be exclusively resolved in St. Paul, Minnesota.

FORCE MAJEURE

Warners' Stellian is not responsible for cancellation or delay in delivery or performance resulting from causes beyond its reasonable control including, but not limited to: strikes or other labor disturbances; equipment failure; delays in transportation; inability to obtain fuel, material or parts; war; acts of terrorism; riot; epidemics; floods; fires; unusually severe weather conditions; and, accidents or other contingencies for which the non-occurrence is a basic assumption on which this purchase order was made.

Lowe's

INVOICE

450 South Jordan Creek Parkway
West Des Moines, IA 50266

INVOICE # 100
DATE: DATE

TO:
City of Indianola
10939 Grimes St
Indianola, IA 50125
515-577-2444

SHIP TO:
City of Indianola
10939 Grimes St
Indianola, IA 50125
515-577-2444

*Pricing from
website*

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Frigidaire 18.3 cu ft Model #FFHT1835VS	\$999	\$999
1	Frigidaire 30" Electric Range Model #LFEF3054TF	\$999	\$999
1	Frigidaire 1.7 cu ft over range microwave Model #FGMV17WNVF	\$379	\$379
1	GE 4.2 cu ft top-load washer Model #GTW335ASNWW	\$699	\$699
1	GE 6.2 cu ft Electric Dryer Model #GTX33EASKWW	\$699	\$699
SUBTOTAL			\$3,775
SALES TAX			-
SHIPPING & HANDLING			-
TOTAL DUE			\$3,775

Make all checks payable to Lowe's
If you have any questions concerning this invoice, contact Name, Phone, Email

THANK YOU FOR YOUR BUSINESS!

City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION AUTHORIZING THE PURCHASE OF FURNITURE AND APPLIANCES
FOR THE WATER RESOURCE RECOVERY FACILITY**

WHEREAS, the Capital Improvement Plan budget includes funding for furniture and appliances for the Water Resource Recovery Facility; and

WHEREAS, utilizing the State Bid is the most cost-effective method for acquiring office furniture; and

WHEREAS, Workspace of Des Moines, Iowa has provided a bid for desks, chairs and conference tables for an amount of \$22,972.32, which matches the State Bid; and

WHEREAS, three quotes were obtained for appliances; and

WHEREAS, after a review of the quotes, Home Depot is the lowest and most responsive bidder for appliances in the amount of \$3,545.81.

NOW, THEREFORE BE IT RESOLVED, by the Indianola City Council that furniture shall be purchased from Workspace in an amount not to exceed \$22,972.32 and appliances shall be purchased from Home Depot in an amount not to exceed \$3,545.81 and the Mayor or City Manager is authorized and directed to execute on behalf of the City and the City Clerk is authorized and directed to attest to said signature and to affix the seal of the City to the documents required to purchase the furniture and appliances.

Dated this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Akhilesh Pal, Public Works Director

Date: June 6, 2022

Subject: Resolution adopting the Statewide Urban Design and Specifications (SUDAS) Standard Specifications (2022 Edition), as revised by the SUDAS General Supplemental Specifications and the revised City of Iowa City Supplemental Specifications.

Introduction: This agenda item is an annual update of the specifications used for all public improvement projects and construction within the City of Indianola right-of-way.

Background: In Resolution 2021-055, dated February 16, 2021, the City of Indianola adopted the use of the SUDAS Standard Specifications (2018 Edition), SUDAS General Supplemental Specifications, and the City of Indianola Supplemental Specifications.

Discussion: This update reflects revisions made to the SUDAS Standard Specifications (2022 Edition). The City of Indianola Supplemental Specifications have also been revised to address the newest edition of SUDAS as well as functional and technical changes needed.

Budget Impact:

Recommendation: Staff recommends adoption of the SUDAS Standard Specifications (2022 Edition), as revised by the SUDAS General Supplemental Specifications and the City of Indianola Supplemental Specifications.

Attachments:

1. INDIANOLA SUDAS 2022
2. Res 2022- Adopting SUDAS



CITY OF INDIANOLA

~~General~~ Supplemental Specifications to SUDAS Standard Specifications

Statewide Urban Design and Specifications Program (SUDAS), 2021 Edition,
adopted by the City of Indianola on ~~March 1, 2021~~ June 6, 2022, Resolution No. ~~2021-055~~ _____,
as amended by these City of Indianola General Supplemental Specifications.

The SUDAS design and standard specifications, 2022~~1~~ Edition, may be viewed at the Iowa SUDAS website
<https://iowasudas.org/>

General Supplemental Specifications to SUDAS Standard Specifications

(Statewide Urban Design and Specifications Program)

2021-2022 EDITION

Effective Date: _____

TABLE OF CONTENTS

DIVISION 1 – GENERAL PROVISIONS AND COVENANTS	1
Section 1010 – Definitions	1
1.03 Definitions and Terms	1
Section 1020 – Proposal Requirements and Conditions.....	1
1.03 Quantities and Unit Prices	1
1.09 Preparation of the Proposal	2
Section 1040 – Scope of Work	2
1.07 Change Orders	2
1.09 Changed Site Conditions.....	2
1.10 Disputed Claims for Extra Compensation.....	3
1.11 Delays Caused by the Jurisdiction	4
Section 1050 – Control of Work	4
1.10 Line and Grade Stakes	4
Section 1070 – Legal Relations and Responsibility to the Public.....	4
1.03 Permits and Licenses	4
2.06 Traffic Control.....	4
2.10 Dust Control	4
2.16 Garbage Services	4
Section 1080 – Prosecution and Progress	5
1.03 Work Progress and Schedule.....	5
1.04 Preconstruction Conference.....	5
DIVISION 2 – EARTHWORK	5
Section 2010 – Earthwork, Subgrade, and Subbase	5
1.08 Measurement and Payment.....	5
2.04 Foundation Materials	6
3.04 Embankment Construction.....	6
3.06 Subgrade Preparation.....	6

3.08 Subbase	6
DIVISION 3 – TRENCH EXCAVATION AND BACKFILL.....	7
Section 3010 – Trench Excavation and Backfill.....	7
1.08 Measurement and Payment.....	7
3.05 Pipe Bedding and Backfill	7
Section 3020 – Trenchless Construction.....	7
3.04 Trenchless Installation.....	7
DIVISION 4: SEWERS AND DRAINS.....	8
Section 4010 – Sanitary Sewers.....	8
2.01 Sanitary Sewer (Gravity Mains)	8
3.02 Gravity Sewer Installation	8
3.06 Sanitary Sewer Service Stubs.....	8
3.08 Sanitary Sewer Abandonment.....	8
Section 4020 – Storm Sewers	8
2.01 Storm Sewers	8
Section 4030 – Pipe Culverts	8
2.01 Pipe Culverts.....	8
3.01 Pipe Culvert Installation	9
Section 4040 – Subdrains and Footing Drain Collectors	9
2.01 Footing Drain Collectors	9
2.02 Type 1 Subdrains (Longitudinal Subdrain).....	9
2.03 Type 2 Subdrains (Combination Subdrain/Footing Drain Collector)	9
2.05 Subdrain Outlets.....	9
2.08 Storm Sewer Service Stubs.....	9
Section 4060 – Cleaning, Inspection, and Testing of Sewers.....	9
3.03 Video Inspection.....	9
3.04 Sanitary Sewer Leakage Testing	10
3.05 Deflection Testing.....	10
DIVISION 5 - WATER MAINS AND APPURTENANCES	10
5.1 General	10
5.2 Plan Submittal Required	10
5.3 Water Main Specifications.....	10
5.4 Service Line Specifications	23
5.5 Backflow Prevention	25
5.6 Standard Drawings.....	27

DIVISION 6: STRUCTURES FOR SANITARY AND STORM SEWERS	<u>3332</u>
Section 6010: Structures for Sanitary and Storm Sewers	<u>3332</u>
2.03, Cast-in-Place	<u>3332</u>
2.09, Manhole or Intake Adjustment Rings (Grade Rings)	<u>3332</u>
2.10, Castings (Ring, Cover, Grate, and Extensions)	<u>3332</u>
2.11 Additional Materials for Sanitary Sewer Manholes	<u>3433</u>
2.13 Steps	<u>3433</u>
3.01 General Requirements for Installation of Manholes and Intakes	<u>3433</u>
3.05 Connection to Existing Manhole or Intake	<u>3534</u>
DIVISION 7: STREETS AND RELATED WORK	<u>3534</u>
Section 7010 – Portland Cement Concrete Pavement	<u>3534</u>
1.07 Special Requirements	<u>3534</u>
1.08 Measurement and Payment:	<u>3635</u>
3.02 Pavement Construction	<u>3635</u>
3.03 Curb and Gutter Construction (See Figure 7010.102)	<u>3635</u>
3.07 Quality Control	<u>3635</u>
Section 7030 – Sidewalks, Shared Use Paths, and Driveways	<u>3635</u>
2.07 Detectable Warnings	<u>3635</u>
3.04 PCC Sidewalks, Shared Use Paths, and Driveways	<u>3736</u>
3.10 Cleaning	<u>3736</u>
3.12 Sidewalk and Curb Ramp Compliance	<u>3736</u>
DIVISION 8: TRAFFIC CONTROL	<u>3736</u>
Section 8010 – Traffic Signals	<u>3736</u>
2.02 Detection	<u>3736</u>
2.04 Cabinet and Controller	<u>3736</u>
Section 8020: Pavement Markings	<u>3837</u>
3.02 Construction	<u>3837</u>
Section 8030 – Temporary Traffic Control	<u>3837</u>
1.07 Special Requirements	<u>3837</u>
DIVISION 9: SITE WORK AND LANDSCAPING	<u>3938</u>
Section 9010: Seeding	<u>3938</u>
3.02 – Area of Seeding:	<u>3938</u>
Section 9040 - Erosion and Sediment Control	<u>3938</u>
3.07 Filter Socks (Figure 9040.102)	<u>3938</u>

DIVISION 1 – GENERAL PROVISIONS AND COVENANTS

Section 1010 – Definitions

1.03 Definitions and Terms

(ADD) CITY. The City of Indianola, Iowa.

(REPLACE) ENGINEER. For publicly owned projects, the Engineer is a Professional Engineer licensed in the State of Iowa and is the authorized representative of the Contracting Authority, unless otherwise designated by the Contracting Authority. For privately contracted projects, with improvements that are to become publicly owned, the Engineer is the Professional Engineer licensed in the State of Iowa and is the authorized representative of the Jurisdiction ultimately accepting ownership of the improvement, unless otherwise designated by the Jurisdiction. For all other projects, the Engineer is the Professional Engineer licensed in the State of Iowa and is the owner's authorized representative. The Engineer may act directly or through duly authorized representatives.

(ADD) PRIVATE CONSTRUCTION CONTRACT. A contract awarded by a private agency or individual for construction of a publicly owned or privately owned improvement, which by agreement of the parties is subject to these specifications.

(ADD) SUBSTANTIAL COMPLETION. The complete furnishing of work (labor, materials, equipment, and other incidentals) necessary for construction of the improvement and obligations imposed by the Contract except for cleanup of the project site, minor work items or submittal of required paperwork.

(REPLACE) JURISDICTIONAL ENGINEER. See Jurisdictional Representative.

(ADD) JURISDICTIONAL REPRESENTATIVE. The Jurisdictional Representative is the authorized representative of the City of Indianola.

Section 1020 – Proposal Requirements and Conditions

1.03 Quantities and Unit Prices

B. (REPLACE) When unit prices are requested in the proposal form, the quantities indicated on the proposal form are approximate only, and do not constitute a warranty or guarantee by the Jurisdiction as to the actual quantities involved in the work. Such quantities are to be used for the purpose of comparison of bids and determining the amount of bid security, contract, and performance, payment, and maintenance bond. In the event of discrepancies between unit prices and unit price extensions listed in a bidder's proposal, unit prices shall govern and unit price extensions shall be corrected, as necessary, for agreement with unit prices; except in the case of an obvious, serious, clerical error where the Engineer is able to determine the bidder's intent from the proposal; in which case, the Jurisdiction may waive irregularities that are in best interest of the Jurisdiction, as long as the integrity of the bid process can be maintained. The Jurisdiction expressly reserves the right to increase or decrease the quantities during construction as outlined in Section 1040, 1.06 - Increase or Decrease of Work, and to make reasonable changes in design, provided such changes do not materially change the intent of the contract. The amount of work to be paid for shall be based upon the actual quantities performed.

D. (REPLACE) When unit prices are requested, they shall be submitted on each and every item of work included for which bids are requested. The format for unit prices will be in dollars and whole cents only.

In the case of discrepancy, the unit price shall govern; except in the case of an obvious, serious, clerical error where the Engineer is able to determine the bidder's intent from the proposal; in which case, the Jurisdiction may waive irregularities that are in best interest of the Jurisdiction, as long as the integrity of the bid process can be maintained.

1.09 Preparation of the Proposal

D. (REPLACE) When unit prices are requested, they shall be submitted on each and every item of work included for which bids are requested. The format for unit prices will be in dollars and whole cents only. In the case of discrepancy, the unit price shall govern; except in the case of an obvious, serious, clerical error where the Engineer is able to determine the bidder's intent from the proposal; in which case, the Jurisdiction may waive irregularities that are in best interest of the Jurisdiction, as long as the integrity of the bid process can be maintained.

Section 1040 – Scope of Work

1.07 Change Orders

B. Written Orders:

(ADD) The authority of the Indianola City Manager, or his designee, and the Engineer to approve change orders shall be limited to those change orders which will cost \$50,000 or less. Change orders for work to cost more than \$50,000 shall be approved by the City Council prior to the payment of the work provided for under the change order.

1.09 Changed Site Conditions

A. Latent or Subsurface Conditions:

1. (REPLACE) If the Contractor encounters latent or subsurface conditions differing materially from those indicated in the contract documents which the Contractor could not have discovered by a reasonable site investigation and examination of the type customarily undertaken by prudent and competent contractors, and if these changed conditions are considered by the Contractor as a basis for compensation in addition to the contract price, the Contractor shall within three (3) working days after discovery thereof notify the Engineer of its claim by written notice as set forth herein. Before disturbing the site at which the latent or subsurface condition is alleged to exist, the Contractor shall give the Engineer the opportunity to inspect the same.
 - a. For claims greater than \$50,000 the Contractor shall notify the Engineer by written notice either (i) personally delivered, (ii) sent by certified mail, return receipt requested, or (iii) delivered by a nationally recognized prepaid overnight courier service (receipt requested). Under no circumstance will an email, text message, verbal communication or any other informal communication, be considered acceptable or satisfactory written notice required by this section. The written notice shall:
 - 1) Expressly state that it is a request for a contract change under Section 1040, 1.09;
 - 2) Expressly identify the latent or subsurface conditions that the Contractor alleges differ materially from those indicated in the contract documents which the Contractor could not have discovered by a reasonable site investigation and examination of the type customarily undertaken by prudent and competent contractors;
 - 3) Expressly state the reason the Contractor believes extra compensation is due;
 - 4) Identify work that Contractor alleges will be impacted.

- b. For claims less than \$50,000 the Contractor shall notify the Project Engineer by written notice sent as set forth above or sent by email providing the same detail as identified in a.1) through 4) above. Under no circumstances will a text message, verbal communication or any other informal communication be considered acceptable or satisfactory written notice required by this section.
- 2. (REPLACE) After inspection by the Engineer, the Jurisdiction may, in its discretion, authorize the Contractor to proceed with or abandon the work. The Contractor shall resume construction operations pending a decision regarding its claim by the Jurisdiction. Failure of the Contractor to give written notice within three working days of discovering the conditions and to give the Engineer full opportunity to inspect the condition before disturbing the site shall be deemed a waiver by the Contractor of all claims for extra compensation arising out of the alleged condition.
- 3. (ADD) Latent or subsurface conditions that do not materially differ from those shown on the plans shall not form the basis for additional compensation. No additional compensation or extension of time shall be provided for conditions that do not materially differ, regardless of the nature of the condition encountered.

1.10 Disputed Claims for Extra Compensation

A. Basis of Claim for Extra Compensation:

- 1. (REPLACE) In any case where the Contractor believes extra compensation is due for work or material beyond the scope of the Work under the contract and not ordered by the Engineer as Extra Work as defined in Section 1010, 1.03, the Contractor shall provide written notice to the Engineer, as set forth herein, of its intention to make claim for such extra compensation within fifteen (15) days of discovering the circumstances regarding the claim and before beginning the work on which the claim is based (hereinafter referred to as a "Claim").
 - a. For claims greater than \$50,000 the Contractor shall notify the Engineer by written notice either (i) personally delivered, (ii) sent by certified mail, return receipt requested, or (iii) delivered by a nationally recognized prepaid overnight courier service (receipt requested). Under no circumstance will an email, text message, verbal communication or any other informal communication, be considered acceptable or satisfactory written notice required by this section. The written notice shall:
 - 1) Expressly state that it is a request for a contract change under Section 1040, 1.10;
 - 2) Expressly identify the underlying work or material that Contractor claims is beyond the scope of the Work under the contract and not ordered by the Engineer as Extra Work as defined in Section 1010, 1.03;
 - 3) Expressly state the reason the Contractor believes extra compensation is due;
 - 4) Identify any work that will be impacted.
 - b. For claims less than \$50,000 the Contractor shall notify the Project Engineer by written notice sent as set forth above or sent by email providing the same detail as identified in a.1) through 4) above. Under no circumstances will a text message, verbal communication or any other informal communication be considered acceptable or satisfactory written notice required by this section.

The Contractor shall not proceed with that work until the Contractor and the Jurisdiction have executed a change order with respect to the Claim. The Contractor shall have no right to submit a Claim for any matter which is exclusively reserved to authority of the Engineer under the Contract Documents.

6. (ADD) Under no circumstances will monetary compensation be made for time necessary by the Jurisdiction to resolve disputed claims issues.

1.11 Delays Caused by the Jurisdiction

- (ADD) The Engineer shall have a minimum of 2 working days upon receipt of written request by the Contractor to respond to issues or claims for extra compensation. The Contractor shall not be entitled to delay claims during this period.

Section 1050 – Control of Work

1.10 Line and Grade Stakes

- A. (ADD) On Private Construction Contracts, the Owner, in accordance with the Private Construction Contract, shall hire a Licensed Surveyor for all survey work.

Section 1070 – Legal Relations and Responsibility to the Public

1.03 Permits and Licenses

- (REPLACE) The Contractor shall procure all necessary permits for the construction of the work and for temporary excavations, obstruction, enclosures, and street openings arising from the construction and completion of the work described in the contract documents. The cost for all required Jurisdictional permits shall be paid by the Contractor unless otherwise provided in the contract documents. The Contractor shall be responsible for all violations of the law for any cause in connection with the construction of the work or caused by the obstruction of roads, streets, highways, or sidewalks and shall give all requisite notices to the Jurisdiction or other public authorities in connection therewith.

2.06 Traffic Control

B. Closing Streets to Traffic:

2. (REPLACE) The Contractor shall notify the Engineer a minimum of seven (7) calendar days in advance of closing any roads, streets, or public thoroughfares. No road or street shall be closed without prior approval from the City.

2.10 Dust Control

- (ADD) The Contractor shall be responsible to remove any project-related construction materials deposited on a public street as well as related dust control measures. The Contractor shall employ all means necessary to prevent tracking soil, or loss of material, onto public streets; including but not limited to, rocking private access roads and removing excess material from equipment before leaving the construction site. The Contractor shall promptly remove any material deposited on a public street utilizing mechanical scraping and street sweeping, or other means as required by the Jurisdictional Engineer.

2.16 Garbage Services

- (ADD) The contractor shall coordinate with local trash services for trash collection during the project with notification of project impacts to trash collection. No additional payment will be made.

Section 1080 – Prosecution and Progress

1.03 Work Progress and Schedule

B. (REPLACE) After being awarded the contact, the Contractor shall immediately prepare and submit to the Engineer for review and approval a progress schedule that will ensure the completion of the project within the time specified. Said schedule shall include anticipated controlling items of work, contract specified milestones, and days and/or dates for starting and completing each stage of the work. The schedule shall be submitted to the Engineer prior to scheduling the preconstruction conference. Adequate equipment and forces shall be made available the Contractor to start work immediately upon the Notice to Proceed and to prosecute work to completion according to the schedule and within the time specified.

D. (ADD) No person shall operate or permit the operation of any tools or equipment in construction, drilling or demolition work or in preventive maintenance work for public service utilities between the hours of 9:00 p.m. and 7:00 a.m. without the written permission from the Jurisdiction.

1.04 Preconstruction Conference

B. (REPLACE) A preconstruction conference shall be scheduled upon receipt of the work progress schedule from the Contractor. The contractor shall provide a minimum of 5 business days to schedule a preconstruction meeting. No work shall take place until the preconstruction conference has been held. The Contractor and intended subcontractors shall attend and participate in this conference. The Engineer will invite representatives of railroads, utilities and others having responsibilities or interests in the work.”

DIVISION 2 – EARTHWORK

Section 2010 – Earthwork, Subgrade, and Subbase

1.08 Measurement and Payment

D. Topsoil

1. On-site Topsoil, 2. Compost-amended Topsoil, 3. Off-Site Topsoil:

b. (REPLACE) Payment: Payment will be at the unit price per cubic yard.

c. (ADD/REPLACE) Includes: Work includes but is not limited to, stripping, excavating, furnishing, hauling, placing and incorporating materials. Overhaul will not be paid.

L. Compaction Testing:

1. (REPLACE) The Contractor will be responsible for the payment of compaction testing unless otherwise approved by the City and specified in the contract documents.

All pavement designs shall be based upon an in-situ subgrade soils investigation hired by the City and performed by a qualified Geotechnical Engineering consulting firm and licensed professional engineer in the State of Iowa.

When the soils report indicates a subbase area below the water table or having poor drainage characteristics, the pavement design must provide additional subbase drainage which will allow the new subgrade to be drained into the storm sewer or roadside ditch system.

2.04 Foundation Materials

D. Subbase:

1. Special Backfill:

- b. (ADD) Only crushed stone or crushed PCC shall be used. Crushed PCC shall be from a single documented source and shall be approved by the Engineer prior to use.

3.04 Embankment Construction

C. Depositing Embankment Material:

1. (ADD) No embankments shall be built on frozen earth.

D. Compaction with Moisture and Density Control

(ADD) Density reports shall be submitted to the contractor and to the City within 3 days of the test being performed. No paving activities, including placement of curb and gutter, will be allowed until reports have been submitted, approved and/or corrective action taken on deficient test results.

3.06 Subgrade Preparation

A. Uniform Composition:

(ADD) A disk or plow shall be used for scarification of materials for drying. If conditions do not allow enough space for a disk or plow, the material shall be scarified by other methods as approved by the Engineer.

1. Subgrade Compaction in Cut Sections:

- b. (REPLACE) Disk, scarify, mix and re-compact the next 6 inches of subgrade.
- c. (REPLACE) Replace, disk, mix and compact the top 6 inches of subgrade.

B. Subgrade Stability:

2. (ADD) Should the area fail the second proof rolling operations, the method of stabilization will be determined and agreed to jointly by the Engineer and the Contractor. Agreed stabilization will be paid for utilizing existing contract items or if it is not listed in contract items then the stabilization will be paid for by extra work order.
3. (ADD) The contractor, the Engineer, and the Jurisdiction shall jointly verify subgrade stability via proof rolling operations.

F. (ADD) **Protecting Subgrade from Water:** The Contractor shall protect the subgrade through shaping and smoothing of the subgrade prior to forecasted rainfall events. The Contractor shall also remove standing water from the top of the excavated streets within 24 hours of a rain event.

3.08 Subbase

D. Final Elevation:

4. (REPLACE) The Contractor shall limit hauling and other traffic on the completed subbase to only that which is necessary to complete the construction such as concrete mixer trucks and small equipment required for steel and expansion materials.

DIVISION 3 – TRENCH EXCAVATION AND BACKFILL

Section 3010 – Trench Excavation and Backfill

1.08 Measurement and Payment

F. Trench Compaction Testing:

1. (REPLACE) The contractor will be responsible for compaction testing and payment for testing unless otherwise approved by City and specified in the Contract Documents. Density reports shall be submitted to the contractor and to the City within 3 days of the test being performed. No paving activities, including placement of curb and gutter, will be allowed until reports have been submitted, approved and/or corrective action taken on deficient test results.
2. (DELETE)

3.05 Pipe Bedding and Backfill

D. Primary and Secondary Backfill:

2. Granular Material:

- b. (ADD) Compact Class II backfill material to at least 95% Standard Proctor Density.
3. Suitable Backfill Material:
 - b. (REPLACE) Under and within five feet of paved surfaces, including streets, sidewalks and driveways, backfill material shall be Class II backfill material compacted to 95% Standard Proctor Density.

E. Final Trench Backfill:

3. Class I and II Backfill Material:

- a. (Replace) Compact to at least 95% of standard proctor density within right-of-way or under any paved surface or within two feet thereof.

4. Class III and IVA Backfill Material:

- a. (Replace) Compact to at least 95% of standard proctor density within right-of-way or under any paved surface or within two feet thereof.

Section 3020 – Trenchless Construction

3.04 Trenchless Installation

A. General:

(ADD) Any installation by trenchless construction the contractor shall verify that sanitary and storm sewer main, including residential services have not been impacted by the installation. The method of verification shall be either by visual inspection at critical crossings jointly with City staff or by televising. If televising is used the report shall be submitted to the City for review prior to acceptance/payment for the work and/or closure of the right of way permit. Any locations discovered to be in conflict shall be repaired immediately at no cost to the City.

DIVISION 4: SEWERS AND DRAINS

Section 4010 – Sanitary Sewers

2.01 Sanitary Sewer (Gravity Mains)

C. (DELETE) Corrugated Polyvinyl Chloride Pipe (PVC) 8 inch to 36 inch: and all sub-sections.

H. (DELETE) Vitrified Clay Pipe (VCP) 8 inch to 42 inch: and all sub-sections.

3.02 Gravity Sewer Installation

A. General

7. (REPLACE) Use watertight stopper, plug, or other approved means to protect the exposed upstream ends of the pipe and prevent soil sediment from entering the sewer system.

8. (ADD) Sanitary Sewer Main – If an adaptor or coupling is required to connect to the sewer main you will need to use a Max-Adaptor for connection between 2 (two) pipes if a bell is not present.

3.06 Sanitary Sewer Service Stubs

C.

5. (ADD) Mark sanitary sewer manholes and sanitary sewer services with 7-foot tall steel fence posts. For sanitary sewer services, the top one foot of post will be painted green. For sanitary sewer manholes, the posts will be painted green from the top of the post to the grade level.

3.08 Sanitary Sewer Abandonment

(ADD) C. Service Lateral – When abandoning a service lateral, it must be capped at the sanitary sewer main by removing the connection from the outside and sealing the main or from the inside by installing a CIPP Point Repair or Approved Equal, to cover the lateral connection.

Section 4020 – Storm Sewers

2.01 Storm Sewers

E. Polyvinyl Chloride Pipe (PVC):

1. Use pipe complying with the following:

c. (REPLACE) Minimum pipe stiffness of 115 psi.

e. (ADD) Only use when justified with a maximum pipe diameter of 12 inches and only when approved by the City's Public Works Department.

DELETE items F. through L. in their entirety, where High Density Polyethylene Pipe (HDPE), Corrugated Metal Pipe (CMP), Spiral Rib, Coated Corrugated Metal, Corrugated Metal Arch Pipe (CMAP), Spiral Rib Arch, and Polypropylene pipes shall NOT be allowed for storm sewer construction in the Public Right-Of-Way or Public Easement areas, unless approved by the City's Public Works Department.

Section 4030 – Pipe Culverts

2.01 Pipe Culverts

A. Roadway Pipe Culverts:

(REPLACE) All storm sewer pipe materials specified for use in public right-of-way in Section 4020 may be used within public right-of-way as a roadway pipe culvert, unless approved by the City's Public Works Department.

B. Entrance Pipe Culverts:

(REPLACE) All storm sewer pipe materials specified for use in the right-of-way in Section 4020 may be used within the right-of-way as entrance pipe culvert.

C. (DELETE) Structural Plate Culverts.

D. (DELETE) Aluminum Structural Plate Culverts.

3.01 Pipe Culvert Installation**A. Trenched**

2. (REPLACE) Culvert pipe installed in the embankment shall be Reinforced Concrete Pipe (circular, arched and elliptical) meeting the specifications of Iowa DOT Specification Section 2416.

Section 4040 – Subdrains and Footing Drain Collectors**2.01 Footing Drain Collectors**

C. (DELETE) High Density Polyethylene Pipe and Fittings (HDPE): Delete this section in its entirety.

D. (DELETE) Reinforced Concrete Pipe (RCP): Delete this section in its entirety.

2.02 Type 1 Subdrains (Longitudinal Subdrain)

D. (DELETE) Corrugated Polyethylene Tubing and Fittings (Corrugated PE): Delete this section in its entirety.

2.03 Type 2 Subdrains (Combination Subdrain/Footing Drain Collector)

B. Perforate all pipe per the following requirements:

3. (DELETE) HDPE Pipe: Delete this section in its entirety.

2.05 Subdrain Outlets

B. (DELETE) Corrugated HDPE: Delete this section in its entirety.

2.08 Storm Sewer Service Stubs

(REPLACE) Use materials complying with Section 4040, 2.01.A.

Section 4060 – Cleaning, Inspection, and Testing of Sewers**3.03 Video Inspection****B. Inspection Procedure:**

1. (REPLACE) After cleaning and prior to video inspection, run enough dyed water through the pipe to saturate potential low spots so they may be detected during inspection. Allow excess dyed water to drain before starting inspection. [Televising will be performed with the flow from Upstream Manhole to Downstream Manhole.](#)

C. Inspection Reporting:

3. (ADD) Provide the inspection report, video and written report, to the City in Pipeline Assessment Certification Program (PACP) format.

3.04 Sanitary Sewer Leakage Testing

C. Sanitary Sewer Low Pressure Air Testing

(ADD) All sanitary sewer manholes shall be air tested at the contractor's expense prior to final approval.

A City representative shall be onsite when air testing is performed. [The test ball will be placed in the manhole casting to include the Cretex Pro Rings as part of the Air Test](#)

3.05 Deflection Testing

Mandrel Testing

(ADD) All sanitary sewers shall be mandrel tested at the contractor's expense prior to final approval. A

City representative shall be onsite when air testing is performed.

DIVISION 5 - WATER MAINS AND APPURTENANCES

5.1. General

- 5.1.1. The purpose of this Procedural Manual is so, as much as possible, describe the materials and construction methods allowed by Indianola Municipal Utilities (the "Utility") for connections to the water distribution system as described in Section 2.3 of the Utility's Water Utility Service Plan.
- 5.1.2. All definitions contained in the Water Utility Service Plan shall apply to this Procedural Manual.

5.2. Plan Submittal Required

- 5.2.1. Combining sanitary sewer plans with water plans is encouraged.
- 5.2.2. It is the responsibility of the person or entity, as appropriate, filing plans to identify contaminated or corrosive soil and use the appropriate materials specified.
- 5.2.3. Drawings shall be complete showing locations of water mains, hydrants, valves and miscellaneous appurtenances for the proposed construction.
- 5.2.4. All plans must be certified by an Iowa registered, licensed professional civil or sanitary engineer showing water mains to be constructed and appurtenances connected thereto.
- 5.2.5. Submit the required number of final plans to Indianola Planning and Zoning Department and two (2) sets to the IMU Administrative Office for review. Include product information sheet for joint restraint system to be used.
- 5.2.6. Application forms required by the Water Supply Section of the Environmental Protection Division of the Department of Natural Resources shall be submitted along with the plans for review and approval. The Water Supply Section of the Environmental Protection Division of the Department of Natural Resources shall not approve plans without approval by the City of Indianola and IMU.
- 5.2.7. Special Provisions: All material and construction methods to be used which are not in accordance with or in addition to these specifications shall have Special Provisions prepared and certified by the Project Engineer and approval of the Utility.

5.3. Water Main Specifications

- 5.3.1. General Design Characteristics
 - 5.3.1.1. Minimum water main diameter is 8" unless otherwise allowed by the Utility.
 - 5.3.1.2. Location tracer wire must be buried with all water main pipes.
 - 5.3.1.3. Private water mains 4" and larger shall conform to the Utility's standards.

- 5.3.1.4. Dead ends shall be minimized by looping whenever possible.
- 5.3.1.5. Dead ends shall terminate with a hydrant or approved flushing device.
- 5.3.1.6. Extend water mains to the furthest boundary of the plat, site plan or property or as directed by the Utility.
- 5.3.1.7. Hydrants
 - 5.3.1.7.1. In no case will a hydrant be placed on a main that has less than 500 GPM flow rate at 20 psi residual.
 - 5.3.1.7.2. A hydrant shall be placed at each street intersection and equally spaced between intersections. Maximum hydrant spacing in residential areas shall be 500 linear feet; maximum hydrant spacing in industrial and commercial areas shall be 300 linear feet. A hydrant shall be placed at the end of each cul-de-sac. The spacing of the hydrants may require adjustment to meet fire flow requirements according to City of Indianola's Code.
 - 5.3.1.7.3. Each hydrant must be independently valved and shall be on a connecting pipe between the main and the hydrant with a minimum of 6" in diameter.
- 5.3.1.8. Horizontal separation of water and gravity sewer
 - 5.3.1.8.1. Maintain horizontal separation of 10' between water and gravity sewers.
 - 5.3.1.8.2. Where conditions prevent 10' horizontal separation, minimum may be reduced by placing water main in a separate trench or in the same trench on a bench of undisturbed earth providing 1) the bottom of water main is at least 18" above the top of sewer pipe and 2) the minimum horizontal shall be no less than 3'.
 - 5.3.1.8.3. Whenever it is impossible to obtain the required minimum horizontal distance of 3' and vertical clearance of 18" between the sewer and water main, the sewer must be replaced with a full length of pipe or water main materials meeting the requirements of Section 3.2.1. of these procedures. However a linear separation of at least 2' shall be provided.
- 5.3.1.9. Separation of water and sewer force mains
 - 5.3.1.9.1. Maintain horizontal separation of 10' between water main and sewer force main unless conditions prevent it.
 - 5.3.1.9.2. Where 10' separation is prevented, construct force main of water main materials meeting a minimum pressure rating of 150 psi and the requirements of Section 3.2.1. of these procedures and maintain a minimum separation of 4 linear feet.
- 5.3.1.10. Separation of water main crossing sewer
 - 5.3.1.10.1. The water main shall be installed over the sewer with a minimum vertical separation of 18" from top of sewer to bottom of water main. If conditions exist that prohibit this separation, the water main shall not be placed closer than 6" above or 18" below the sewer main. The water and sewer pipes shall be adequately supported and have watertight joints. Backfill material shall be a low permeability soil with 10' of the point of crossing.
 - 5.3.1.10.2. Where the sanitary sewer crosses over or less than 18" below the water main, replace the sanitary sewer with one full length of pipe of water main materials meeting the requirements of Section 3.2.1 of these procedures so that the ends of the pipe joints are spaced equidistant from the crossing or centrally place water main in a steel casing pipe supported with casing spacers and having end seals extending at least 10' normal to each side of the crossing.
 - 5.3.1.10.3. Where the storm sewer crosses over or less than 18" below the water main:
 - 5.3.1.10.3.1. Replace the storm sewer with one full length of pipe of water main materials,

5.3.1.10.3.2. Or replace the storm sewer with reinforced concrete pipe (RCP) with flexible gasket joints meeting ASTM C443 so that the ends of the pipe joints are spaced equidistant from the crossing and extending at least 10' normal to each side of the crossing,

~~5.3.1.10.3.3. Or construct the water main with ductile iron pipe meeting the requirements of section 3.2.1. of these procedures using nitrile gaskets or centrally place water main in a steel casing pipe supported with casing spacers and having end seals and extending at least 10' normal to each side of the crossing.~~

5.3.1.11. Water Crossings

5.3.1.11.1. Water mains entering or crossing streams shall be of ductile iron pipe with flexible locking watertight joints or shall be installed in steel casing pipe.

5.3.1.11.2. Top of the water main shall be below the natural bottom of the streambed a minimum of 5'. Trench shall be backfilled with crushed rock or gravel.

5.3.1.11.3. Water mains shall be securely anchored to prevent movement or pipe.

5.3.1.11.4. Easily accessible shut off valves shall be located at each side of the water crossing, outside of the floodway.

5.3.1.11.5. Crossings wider than 15 feet shall have permanent taps or other provisions to allow insertion of a small meter to determine leakage and obtain water samples on each side of the valve closest to the supply source.

5.3.2. Component Materials

5.3.2.1. Pipe

5.3.2.1.1. General

5.3.2.1.1.1. Small pipe shall not be telescoped inside larger pipe.

5.3.2.1.1.2. All pipe is to be handled by use of slings, hoist, skids or other approved means.

5.3.2.1.1.3. Dropping or rolling of pipe materials is not permitted.

5.3.2.1.1.4. Remove pipe contaminated with mud and surface water from the site.

5.3.2.1.1.5. Defective or damaged pipe may be cause for rejection and removal from the site.

5.3.2.1.2. Ductile Iron Pipe (DI)

5.3.2.1.2.1. ANSI A21.50 manufactured in accordance with ANSI 21.51; minimum thickness, Class 52 according to AWWA C151 for 4" – 24" sizes. Standards for larger sizes as specified by the Utility.

5.3.2.1.2.2. Enameline pipe using standard cement lining; ANSI A21.51 (AWWA C104).

5.3.2.1.2.3. Coat outside of pipe with bituminous enamel.

5.3.2.1.2.4. Asphalt according to AWWA C151.

5.3.2.1.2.5. Push-on or mechanical joint: In accordance with ANSI A21.15 according to AWWA C111.

5.3.2.1.2.6. Restrained, buried joint: Pipe manufacturer's standard field removable system.

5.3.2.1.2.7. Restrained, in structure joint: Restraining gland, flanged or grooved.

5.3.2.1.2.8. Flanged Joint: According to AWWA C111.

5.3.2.1.2.9. Grooved Joint: According to AWWA C606.

5.3.2.1.2.10. Gasket Joint: According to AWWA C111.

5.3.2.1.3. Markings

5.3.2.1.3.1. Name of manufacturer.

5.3.2.1.3.2. Size and class.

5.3.2.1.3.3. Spigot insertion depth gauge.

5.3.2.1.3.4. Pipe with damage to cement mortar lining will be rejected. Field patching will not be permitted except at cut ends.

- 5.3.2.1.3.5. Use restrained or locked pipe joint on ductile iron pipe at stream crossings.
- 5.3.2.1.4. PVC (Poly Vinyl Chloride) Pipe
 - 5.3.2.1.4.1. PVC pipe shall conform to AWWA C-900 specifications, Class 150 (DR 18) with cast iron diameters. AWWA C-905 for pipe larger than 12".
 - 5.3.2.1.4.2. Joint type shall be electrometric gasket push-on type joints. Solvent cement joints are strictly prohibited.
 - 5.3.2.1.4.3. Must Conform to AWWA C-900 or AWWA C905.
 - 5.3.2.1.4.4. Restraining system manufactured integrally into pipe.
 - 5.3.2.1.4.5. Ductile iron mechanical device designed for joint restraint complying with the requirements of ASTM F 1674.
- 5.3.2.1.5. Markings
 - 5.3.2.1.5.1. Name of manufacturer.
 - 5.3.2.1.5.2. Size and class.
 - 5.3.2.1.5.3. Spigot insertion depth gauge.
 - 5.3.2.1.5.4. National Sanitation Foundation (NSF) seal.
- 5.3.2.2. Fittings
 - 5.3.2.2.1. Fittings for PVC shall be as specified for ductile iron pipe.
 - 5.3.2.2.2. Fittings for 3" through 20" size ductile iron pipe and PVC shall be compact iron per ANSI/AWWA C153/A21.53 of gray cast iron or full sized ductile iron per ANSI/AWWA C110/A21.10. The pressure rating for gray cast iron fittings shall be 250 psi.
 - 5.3.2.2.3. Mechanical joint.
 - 5.3.2.2.4. Furnished with a cement mortar lining of standard thickness and given a seal coat of bituminous enamel per AWWA C104.
 - 5.3.2.2.5. Provide restrained or locking joints on downward or vertical bends.
 - 5.3.2.2.6. Remove fittings contaminated with mud and surface water from the site.
- 5.3.2.3. Valves
 - 5.3.2.3.1. General
 - 5.3.2.3.1.1. Open direction is counterclockwise.
 - 5.3.2.3.1.2. Rated to test pressure of 250 pounds per square inch.
 - 5.3.2.3.1.3. Type permitting repacking or replacement of 'O' rings, under pressure when wide open.
 - 5.3.2.3.1.4. Provide any non-standard special tools required for disassembling and repacking valves.
 - 5.3.2.3.1.5. Must be coated both inside and out with a protective coating that meets or exceeds AWWA C550.
 - 5.3.2.3.1.6. Each valve shall have the name of the manufacturer and the year when cast on the body with raised letters.
 - 5.3.2.3.1.7. Valves for buried service shall each be provided with an adjustable screw type valve box consisting of a base, a center section, a top section, and a cover. Provide slide-type valve box when installing in pavement. The cover shall be plainly marked on top "Water".
 - 5.3.2.3.1.8. Bolts and hex nuts used on bonnet of the valve shall be the manufacturer's standard, either fabricated from "cor-ten", stainless steel, or other alloy steel for corrosion resistance or electroplated with zinc or cadmium. The hot-dip process, in accordance with ASTM Standard Designation A-153, is not acceptable for the threaded portions of the bolts and nuts.
 - 5.3.2.3.1.9. For buried installations, use mechanical joints per AWWA C111. Comply with the Bolting Material specifications for joint nuts and bolts.

5.3.2.3.1.10. For installation within structures, use flanged joints with dimensions and drillings according to AWWA C110 or ANSI B16.1 class 125.

5.3.2.3.2. Gate Valves

5.3.2.3.2.1. Standard requirement for valves less than or equal to 12".

5.3.2.3.2.2. Resilient wedge and conform to AWWA C509 (gray iron or ductile iron) or AWWA C515 (ductile iron) and NSF 61.

5.3.2.3.2.3. Non-rising stem with 2" square operating nut; open counter clockwise.

5.3.2.3.2.4. O-ring seals.

5.3.2.3.2.5. 200 psi working pressure.

5.3.2.3.2.6. Double O-rings permanently lubricated between seals.

5.3.2.3.2.7. Lubricant certified for use in potable water.

5.3.2.3.2.8. Epoxy Coated.

5.3.2.3.2.9. External bolts and hex nuts shall be stainless steel according to ASTM A 240, Type 304.

5.3.2.3.3. Butterfly Valves

5.3.2.3.3.1. Standard requirement for valves larger than 12".

5.3.2.3.3.2. Conform to AWWA C504, Class 150B and NSF 61.

5.3.2.3.3.3. Equipped with Ni-resist discs.

5.3.2.3.3.4. O-ring seals and stainless steel shaft will be required.

5.3.2.3.3.5. Valves and operators shall be for buried service.

5.3.2.3.3.6. Equipped with a 2" square operating nut and lifetime grease pack; open counter clockwise.

5.3.2.3.4. Tapping Valves

5.3.2.3.4.1. Gate valve complying with AWWA C509 or AWWA C515.

5.3.2.3.4.2. Sleeve.

5.3.2.3.4.2.1. Minimum 14 gauge.

5.3.2.3.4.2.2. Stainless steel according to ASTM A 240, Type 304.

5.3.2.3.4.2.3. Working pressure 150 psi.

5.3.2.3.4.2.4. Must fully surround pipe.

5.3.2.3.4.2.5. Flanged with dimensions and drillings according to AWWA C110 or ANSI B16.1 class 125.

5.3.2.3.4.3. Minimum Sleeve Length:

<u>Outlet Flange Size</u>	<u>Minimum Sleeve Length</u>
4"	15"
6"	15"
8"	20"
10"	25"
12"	25"
Over 12"	As Approved by the Utility

5.3.2.3.4.4. Gasket.

5.3.2.3.4.4.1. Completely surround pipe.

5.3.2.3.4.4.2. Minimum thickness 0.125".

5.3.2.3.4.4.3. Nitrile rubber.

5.3.2.3.4.5. Outlet flange to be stainless steel complying with ASTM A 240, Type 304; ANSI B16.1, 125 pound pattern.

5.3.2.3.4.6. Hex Nuts & Bolts to be stainless steel complying with ASTM A 240, Type 304.

- 5.3.2.3.4.7. Use tapping valve assemblies only where specified or required by the Utility.
- 5.3.2.3.5. Valve Boxes
 - 5.3.2.3.5.1. Cast iron screw type adjustable with cast iron stay-put covers marked with "WATER".
Provide slide-type when installing in pavement. Inside diameter of valve box is to be a minimum of 5 1/8".
- 5.3.2.4. Blow Offs
 - 5.3.2.4.1. Assembly of minimum 1 1/2" curb stop, stop box and riser as required.
 - 5.3.2.4.2. Provide as necessary to raise 2 inch operating nut of curb stop to within 3 feet of the finished grade.
 - 5.3.2.4.3. Stem diameter according to valve manufacturer's recommendations, but not less than 1 inch.
- 5.3.2.5. Special gaskets for contaminated soils (as reported to the Utility)
 - 5.3.2.5.1. For soils contaminated with gasoline or volatile organic compounds, use nitrile gaskets.
 - 5.3.2.5.2. For other soil contaminants, special gaskets will be required as determined by the Utility upon consultation with appropriate engineering professionals.
- 5.3.2.6. Hydrants
 - 5.3.2.6.1. Test rated to 300 psi.
 - 5.3.2.6.2. Shall conform to AWWA C502, break-flange hydrant; breakaway items include stem coupling and flange.
 - 5.3.2.6.3. Shall be Mueller Centurion Model A-423, Clow Medallion Model 25244B, or Watrous Pacer Model WB-67. The Watrous Pacer WB-67 must have the following options; double top operating nut (top nut ductile iron, bottom nut bronze) with weather shield and oil reservoir.
 - 5.3.2.6.4. Coat interior and exterior of hydrant, except exterior above grade mark, with two coats of asphalt varnish per AWWA C502; paint exterior of hydrant above grade mark with one coat of primer and finish paint of highway yellow.
 - 5.3.2.6.5. Provide two (2) 2 1/2" hose nozzles on one factory installed 5" Storz quick connect coupling and cap, o-ring packing.
 - 5.3.2.6.6. Nozzles shall be threaded or pinned into barrel. No leaded connections will be allowed.
 - 5.3.2.6.7. Nozzle threads: National Standard.
 - 5.3.2.6.8. Provide 6" mechanical joint inlet and 5 1/4" main valve unless otherwise directed.
 - 5.3.2.6.9. Cap and operating nut shall be Type C. Open counter clockwise.
 - 5.3.2.6.10. Breakaway flange shall be 4" above grade.
 - 5.3.2.6.11. Auxiliary Valve: Use gate valve and valve box as specified for gate valves. Auxiliary valves are required for all hydrants.
 - 5.3.2.6.12. External bolts and hex nuts shall be stainless steel according to ASTM A 193, Grade B 8.
 - 5.3.2.6.13. Gate valve, pipe and fittings as specified by the Utility in this Procedure Manual.
- 5.3.2.7. Bolting Material: This section shall apply unless otherwise specified.
 - 5.3.2.7.1. All bolts and hex nuts used for mechanical and flanged joints shall be fabricated from a high strength "Cor-Ten", "Usalloy" or other approved high-strength, low-alloy steel that is corrosion resistant as manufactured according to AWWA C111. Stainless steel is strongly preferred.
 - 5.3.2.7.2. Provide ceramic-filled, baked-on, fluorocarbon resin coating for bolts and nuts.
 - 5.3.2.7.3. Include factory-applied lubricant that produces low coefficient of friction for ease of installation.
- 5.3.2.8. Polyethylene Wrap

- 5.3.2.8.1. Comply with AWWA C105.
- 5.3.2.8.2. Tubes or sheets shall have minimum thickness of 8 mil.
- 5.3.2.8.3. Use when placing main in contaminated or corrosive soils.
- 5.3.2.8.4. May be required under special circumstances determined applicable by the Utility.

5.3.2.9. Tracer System

- 5.3.2.9.1. A tracer wire will be installed with all new mains including both PVC and Ductile Iron mains. Refer to Standard Drawings WM-102 and, as appropriate, WM-201.
- 5.3.2.9.2. All tracer wire shall be solid, blue, single, insulated, direct-bury wire, AWG #12, type UF.
 - 5.3.2.9.2.1. Linear low-density polyethylene (LLDPE) insulation suitable for direct burial applications.
 - 5.3.2.9.2.2. Minimum insulation thickness of 0.045 inches.
 - 5.3.2.9.2.3. Underground wire splices and wires terminated below ground level shall be protected against deterioration and/or corrosion using Scotch cast splicing kits as manufactured by 3M Company, or approved equal.
- 5.3.2.9.3. Ground rod 3/8" diameter, 60 inch steel rod uniformly coated with metallically bonded electrolytic copper. Install adjacent to connections to existing piping and at other locations determined by the Utility.
- 5.3.2.9.4. Ground rod clamp made of high-strength, corrosion-resistant copper alloy.
- 5.3.2.9.5. Splice kit made of inline resin with split bolt for 1kV and 5kV. Shall insulate and seal single conductor and unshielded cable splices for direct bury and submersible applications.
- 5.3.2.9.6. Tracer wire station at locations determined by the Utility in Section 3.4.5 of these procedures.

5.3.2.10. Thrust Blocks

- 5.3.2.10.1. Provide concrete thrust blocks where piping changes direction, dead-ends, and at hydrants.
- 5.3.2.10.2. Use Iowa DOT Class C concrete rated to 4,000 psi.
- 5.3.2.10.3. Carry thrust blocks to undisturbed edge of trench for bearing.
- 5.3.2.10.4. Minimum thickness of thrust blocks: 18".
- 5.3.2.10.5. Bearing area of thrust blocks, Square Feet:

Pipe Size	90° Bend	45° Bend	11 ¼, 22 ½ Bend	Tee, Dead End
4	3	1	2	1
6	6	3	2	4
8	11	6	3	8
10	17	9	5	12
12	6	13	7	17
14	33	18	9	23
16	43	23	12	31

- 5.3.2.10.6. Refer to Standard Drawing WM-101 for general arrangement of thrust blocks. No bolts shall come into contact with the concrete thrust block. A sheet of plastic shall be wrapped around the pipe including the bolt circle before the concrete is placed.

5.3.3. Excavating and Backfill

5.3.3.1. Trench Excavating

- 5.3.3.1.1. Keep trench width as narrow as possible and still provide adequate room for backfill and jointing. See Standard Drawing SW-104.
- 5.3.3.1.2. Maximum width of trench at top of the pipe shall be the outside diameter of pipe plus 12 inches each side of pipe.

- 5.3.3.1.3. Maintain vertical walls of excavation below the top of the pipe.
- 5.3.3.1.4. Provide sheeting, shoring and bracing where required to hold walls of excavation, to protect existing structures and utilities and provide safety for workers, and in accordance with OSHA standards.
- 5.3.3.1.5. Bottom of Trench
 - 5.3.3.1.5.1. Hand shape to provide uniform bearing and support for full length of pipe barrel against undisturbed earth.
 - 5.3.3.1.5.2. Provide suitable bell hole at each pipe joint after bottom of the trench has been graded.
 - 5.3.3.1.5.3. Remove large clods, stones, and other foreign material from bottom of trench.
 - 5.3.3.1.5.4. When unstable material is encountered, which may not provide a suitable foundation for pipe, remove the unsuitable material and replace with stabilizing material. Place pipe bedding on top of stabilizing material.
 - 5.3.3.1.5.5. If trench bottom is extremely hard or is in rock or rubble where there is possibility of pipe being subject to point contact, over excavate trench bottom 6" minimum below grade and backfill with pipe bedding material.
 - 5.3.3.1.5.6. Bedding Material.
 - 5.3.3.1.5.6.1. Normal bedding for water main in dry trench conditions shall consist of natural soil found in the trench bottom. The contractor may elect to use sand or gravel.
 - 5.3.3.1.5.6.2. In wet trench conditions, crushed stone or gravel not exceeding 1" diameter shall be used as normal bedding.
 - 5.3.3.1.5.6.3. When in the opinion of the inspector, the trench bottom is such that 1" stone or gravel cannot provide a proper foundation for the pipe, the aggregate used shall be either crushed limestone or crushed gravel with a maximum size no greater than 2".
- 5.3.3.2. Trench Backfill
 - 5.3.3.2.1. Backfill trench immediately after the location of connections and appurtenances have been made.
 - 5.3.3.2.2. Use no large stones, large clods, organic matter, rubbish, frozen or unsuitable material in backfill.
 - 5.3.3.2.3. Carefully hand-tamp selected material to 1' above top of pipe. Backfill remaining trench with excavated material to minimum 90% Standard Proctor density in accordance with ASTM D698.
 - 5.3.3.2.4. Street crossings under existing pavement: Provide full depth of crushed rock bedding to the bottom of the pavement. Hand-tamp select material to 1' above top of pipe. Compact remaining trench to minimum 65% relative density in accordance with ASTM D4253 and ASTM D4254.
- 5.3.4. Design and Installation
 - 5.3.4.1. Water Main Piping
 - 5.3.4.1.1. Lay pipe on a dry trench with 5'6" earth cover except where otherwise directed by the Utility. Install water main and appurtenances in accordance with AWWA C-600 (ductile iron) or AWWA C-605 (PVC) as applicable. Locate water main 3' back of curb line of proposed pavement.
 - 5.3.4.1.2. Clean pipe interior of foreign material before lowering into trench. Keep clean at all times by securely closing open ends of pipe and fittings. Use minimum amount of gasket lubricant,

applying to gasket only. Do not apply to inside of bell. No pipe shall be laid in water, nor shall water be allowed to rise in the trench around the pipe.

- 5.3.4.1.3. Place in trench in sound, undamaged condition. Do not injure pipe coating or lining. Use web sings to install or move pipe. Use of end hooks or dropping of pipe is prohibited. No blocking of the pipe shall be allowed. Uniform bearing along the full length of the pipe barrel shall be maintained at all times.
 - 5.3.4.1.4. Cut pipe in neat and in a workman like manner without damage to pipe. Smooth and bevel cut ends of push-on type pipe to prevent gasket damage. Completely coat damaged ends of cut ductile iron pipe with bituminous sealer. Do not install pipe fittings showing blisters or holes.
 - 5.3.4.1.5. Before installing, tap pipe lightly with light hammer to detect cracks. Defective, damaged or unsound pipe shall be removed from the job site.
 - 5.3.4.1.6. Deflect pipe joints as required in accordance with recommendations of pipe manufacturers, except pipe deflection shall not exceed three (3) degrees for ductile iron pipe and one and one-half (1 ½) degrees for PVC pipe. If deflection exceeds the maximum allowable, use suitable fittings with ductile iron retainer glands or thrust block to secure fittings. Use ductile iron retainer glands, all thread and/or thrust blocks as directed by the Utility.
 - 5.3.4.1.7. Cover ends of pipe with watertight plug or cap when pipe lying is not in progress.
 - 5.3.4.1.8. Plug or cap all pipe ends or fittings left for future connections; construct concrete thrust blocks as shown on Standards Drawings for dead ends (alternate method). Do not block end of pipe with concrete.
 - 5.3.4.1.9. Provide concrete thrust blocks at all fittings, at dead ends and at alternate pipe joints where pipe joints are deflected to accommodate small changes in pipe directions.
 - 5.3.4.1.10. Provide restrained or locked joints on fittings and pipe joints adjacent to downward, vertical bends; thrust blocks may be required; contact the Utility for further specifications.
- 5.3.4.2. Valves
- 5.3.4.2.1. When water main is installed in proposed street right-of-way, install valves at street intersection as shown on Standard Drawings. Isolate pipe servicing each block.
 - 5.3.4.2.2. When water main is installed in other locations, install valves to isolate no more than 800 linear feet of water main in residential areas and 400 linear feet in industrial or commercial areas.
 - 5.3.4.2.3. Install valve with stems vertical and centered in valve box. Carefully compact backfill around valve box to required grade. Valves larger than 12" shall be butterfly valves.
 - 5.3.4.2.4. Where construction terminates, the main will be valved 20' before the terminating point. At the terminating point a plug, blow off valve and thrust block shall be installed.
 - 5.3.4.2.5. Operate to ensure proper working condition and that operator can be placed on valve nut.
- 5.3.4.3. Hydrants
- 5.3.4.3.1. Install hydrants using tee (or anchoring tee), holding pipe or anchoring coupling and other appurtenances as required.
 - 5.3.4.3.2. Hydrant drains shall not be connected to or located within 10' of sanitary sewer and storm drains.
 - 5.3.4.3.3. Install plumb at 5' bury depth. Set at elevation required for flange to be 4" above finish grade lines.
 - 5.3.4.3.4. Set on concrete foundations. Provide one cubic yard of pea gravel or washed rock backfill at each hydrant.
 - 5.3.4.3.5. Tighten all valves and nuts and operate hydrant to assure all parts are in working condition.

5.3.4.3.6. Hydrants shall be blocked. Carefully compact backfill around hydrant to required grade.

5.3.4.3.7. Touch up paint as necessary to cover paint damaged during installation.

5.3.4.4. Boring Encasements

5.3.4.4.1. Required where IDOT has roadway jurisdiction.

5.3.4.4.2. Casing pipe shall be a minimum 4" in diameter greater than the largest outside diameter of the water main that is being installed.

5.3.4.4.3. Casing pipe thickness shall be determined by the conditions of the area or as required by IDOT.

5.3.4.4.4. All joints in the casing pipe shall be welded in an acceptable manner.

5.3.4.4.5. Each 20' section of water main shall be fitted with a minimum of two (2) supports per section throughout the casing.

5.3.4.4.6. Seal end of casing pipe with manufactured end seals.

5.3.4.4.7. Ductile iron water main shall be used when casing pipe is required.

5.3.4.5. Tracer System & Stations

5.3.4.5.1. Tracer wire shall be installed with pipe. Refer to Standard Drawings WM 102 and, as appropriate, WM-201.

5.3.4.5.2. Wire shall be laid along the bottom of the pipe at 5 or 7 o'clock on the pipe beginning with the first laid section and end at the connection to an existing main. The ends of the wire are to be protected using the material specified in Section 3.2.9.

5.3.4.5.3. Wire shall run continuously along the pipe and be attached to the bottom of the pipe at the midpoint of each pipe length, using two inch wide, ten mil thickness, polyethylene pressure sensitive tape.

5.3.4.5.4. No below grade splicing of the wire shall be permitted except as authorized by the Utility.

5.3.4.5.5. Tracer wire shall be exposed at each water main valve and hydrant.

5.3.4.5.5.1. Hydrant: extend wire from the pipe connecting to the hydrant tee along the hydrant branch, and up to the ground surface where it shall be secured to a tracer terminal box.

5.3.4.5.5.2. Main valve: extend wire up the exterior of the main valve box. Drill hole into the side of the valve box approximately 6" below the lid if the valve box is not in pavement or the 6" below the bottom of the pavement if the valve box is in pavement. Loop the tracer wire through the hole approximately 6" inside the valve box.

5.3.5. Testing and Disinfection

5.3.5.1. Methods

5.3.5.1.1. Perform operations according to AWWA C651 in the sequence below. Successfully complete each operation before continuing to the next operation. The Utility will provide reasonable quantities of water for flushing and testing.

5.3.5.1.1.1. Required test(s) performed at Contractor's expense.

5.3.5.1.2. **Continuous-Feed or Slug Method (After Water Main Installation):** The sequence of testing and disinfection may be modified with approval of the Engineer and Utility.

5.3.5.1.2.1. Perform initial flush.

5.3.5.1.2.2. Perform disinfection.

5.3.5.1.2.3. Flush after disinfection.

5.3.5.1.2.4. Perform pressure and leak testing.

5.3.5.1.3. **Tablet Method (Concurrent with Water Main Installation):** Use this method only if approved by the Utility. Modify the procedure for flushing, disinfection, and pressure and leak testing as needed if tablet method is used.

- 5.3.5.1.3.1. Perform disinfection.
- 5.3.5.1.3.2. Flush after disinfection.
- 5.3.5.1.3.3. Perform pressure and leak testing.
- 5.3.5.2. Initial Flushing
 - 5.3.5.2.1. Flushing.
 - 5.3.5.2.1.1. Coordinate flushing with the Utility.
 - 5.3.5.2.1.2. Flush pipe prior to disinfection using potable water to remove air. Insert taps to release trapped air.
 - 5.3.5.2.1.3. Measure flushing velocity.
 - 5.3.5.2.1.4. Obtain a minimum flushing velocity of 3 feet per second in the pipe to be disinfected.
 - 5.3.5.2.2. Minimum Flushing Rate: According to AWWA C651, Table 3, based on 40 psi residual pressure (see table hereinafter).

Minimum Flushing Rate

Pipe Diameter (inches)	Flow Rate for Flushing (gpm)	Number of Taps**			Number of 2 1/2" Fire Hydrant Outlets*
		1"	1 1/2"	2"	
4	120	1	-	-	1
6	260	-	1	-	1
8	470	-	2	-	1
10	730	-	3	2	1
12	1,060	-	-	3	2
16	1,880	-	-	5	2

*With a 40 psi pressure in the main with the fire hydrant flowing to atmosphere, a 2 1/2 inch fire hydrant outlet will discharge approximately 1,000 gpm; and a 4 1/2 inch fire hydrant outlet will discharge approximately 2,500 gpm.

**Number of taps on pipe based on discharge through 5 feet of galvanized iron pipe with one 90° elbow.

- 5.3.5.2.3. Property Protection: Protect public and private property from damage during flushing operations.
- 5.3.5.3. Disinfection
 - 5.3.5.3.1. General:
 - 5.3.5.3.1.1. Disinfect according to AWWA C651. The tablet method contained in AWWA C651 is not to be used unless approved by the Utility.
 - 5.3.5.3.1.2. Keep piping to be chlorinated isolated from lines in service and from points of use.
 - 5.3.5.3.1.3. Coordinate disinfection and testing with the Utility.
 - 5.3.5.3.1.4. Obtain and test water samples, unless otherwise provided by the Utility.
 - 5.3.5.3.2. Disinfection Agent – Chlorine:
 - 5.3.5.3.2.1. Liquid Chlorine complying with AWWA B300 and AWWA B301.
 - 5.3.5.3.2.2. Sodium Hypochlorite complying with AWWA B300.
 - 5.3.5.3.2.3. Calcium Hypochlorite complying with AWWA B300.
 - 5.3.5.3.2.4. All disinfecting agents to be NSF 60 certified. Supply and store in the original container.
 - 5.3.5.3.3. Procedure:
 - 5.3.5.3.3.1. Induce a flow of potable water through the pipe.
 - 5.3.5.3.3.2. Operate all valves and hydrants in new main to assure full disinfection. Repeat test procedure if necessary.

- 5.3.5.3.3.3. Introduce highly chlorinated water to the pipe at a point within 5 pipe diameters of the pipe's connection to an existing potable system, or within 5 pipe diameters of a closed end, if there is no connection to an existing system.
- 5.3.5.3.3.4. Introduce water containing a minimum of 25 mg/L free chlorine until the entire new pipe contains a minimum of 25 mg/L free chlorine.
- 5.3.5.3.3.5. Retain chlorinated water in the pipe for at least 24 hours and no more than 48 hours.
- 5.3.5.3.3.6. Minimum free chlorine residual at pipe extremities; 10 mg/l at end of test period. If requirement is not met, repeat disinfection procedure.
- 5.3.5.3.4. Final Flushing
 - 5.3.5.3.4.1. Flush pipe using potable water until chlorine residual equals that of the existing potable water system.
 - 5.3.5.3.4.2. Dispose of chlorinated water to prevent damage to the environment. Dechlorinate highly chlorinated water from testing before releasing into the ground or sewers. Obtain Utility approval prior to flushing activities.
 - 5.3.5.3.4.2.1. Check with the local sewer department for the conditions of disposal to the sanitary sewer.
 - 5.3.5.3.4.2.2. Chlorine residual of water being disposed will be neutralized by treating with one of the chemicals listed in the following table.

**Amounts of Chemicals Required to Neutralize Various Residual Chlorine Concentrations in
100,000 Gallons of Water**

Residual Chlorine Concentration mg/L	Sulfur Dioxide (SO₂) lb	Sodium Bisulfite (NaHSO₃) lb	Sodium Sulfite (Na₂SO₃) lb	Sodium Thiosulfate (Na₂S₂O₃ + 5H₂O) lb	Ascorbic Acid (C₆O₈H₆) lb
1	0.8	1.2	1.4	1.2	2.1
2	1.7	2.5	2.9	2.4	4.2
10	8.3	12.5	14.6	12.0	20.9
50	41.7	62.6	73.0	60.0	104

- 5.3.5.3.5. Pressure and Leak Testing.
 - 5.3.5.3.5.1. Remove debris from within the pipe. Clean and swab out pipe, if required.
 - 5.3.5.3.5.2. Secure unrestrained pipe ends against uncontrolled movement.
 - 5.3.5.3.5.3. Isolate new piping from the existing water system.
 - 5.3.5.3.5.4. Fill and flush all new piping with potable water. Ensure all trapped air is removed. Insert taps to release trapped air.
 - 5.3.5.3.5.5. Pressurize the new pipe to the test pressure at the highest point in the isolated system. Do not pressurize to more than 5 psi over the test pressure at the highest point in the isolated system.
 - 5.3.5.3.5.6. Test and monitor the completed piping system at 1.5 times the system working pressure or 150 psi, whichever is greater, for 2 continuous hours.
 - 5.3.5.3.5.7. If at any time during the test the pressure drops to 5 psi below the test pressure, repressurize the pipe by pumping in potable water in sufficient quantity to bring the pressure back to the original test pressure.
 - 5.3.5.3.5.8. Accurately measure the amount of water required to repressurize the system to the test pressure.

5.3.5.3.5.9. Maximum allowable leakage rate according to AWWA C600:

$$L = \frac{(S)(D)(P)^{1/2}}{148,000}$$

Where:

L = allowable leakage, in gallons per hour

S = length of pipe tested, in feet

D = nominal pipe diameter, in inches

P = average test pressure, in pounds per square inch

The following table assumes an average test pressure (P) of 150 psi and 1,000 feet of test section.

Maximum Allowable Leakage Rate

Pipe Diameter (inches)	Allowable Leakage Rate (gallons/hour/1,000 feet of pipe)
4	0.33
6	0.50
8	0.66
10	0.83
12	0.99
14	1.16
16	1.32
18	1.49
20	1.66
24	1.99
30	2.48
36	2.98

5.3.5.3.5.10. If the average measured leakage per hour exceeds the maximum allowable leakage rate, repair and retest the water main.

5.3.5.3.5.11. If the measured pressure loss does not exceed 5 psi, the test will be considered acceptable.

5.3.5.3.5.12. Examine trench for leakage during test. Repair all visible leaks regardless of the amount of leakage. Repeat test until requirements have been met and approved by the Utility.

5.3.5.3.5.13. After testing is completed, remove corporation cocks if not used for water service connections and install brass plugs.

5.3.5.3.6. Bacteria Sampling

5.3.5.3.6.1. Test water mains according to AWWA C651, including collection of two consecutive sets of acceptable bacteria samples 24 hours apart. If the initial disinfection procedure fails to produce satisfactory bacteriological results or if other water quality is affected, repeat the disinfection procedure.

5.3.5.3.6.2. Collect at least 1 set of samples from every 1,200 feet of the new water main plus 1 set from the end of the line and at least 1 set from each branch.

5.3.5.3.6.3. If test fails, the contractor shall pay for water used for additional testing and flushing.

5.3.5.3.6.4. After completion of disinfection, the Utility will collect bacteriological samples from new mains and the samples will be sent, by the contractor, to a certified, independent laboratory for testing. Samples must test "SAFE". If samples test "UNSATISFACTORY" or "UNSAFE", repeat disinfection procedures until sample tests "SAFE". Contractor will pay for all testing costs.

5.3.5.3.7. Putting Water Main in Service

- 5.3.5.3.7.1. Put the completed water system in service only after obtaining permission from the Utility.

5.4. Service Line Specifications

5.4.1. General Design Characteristics

- 5.4.1.1. Shall comply with local plumbing and fire codes in addition to the Utility's specifications contained in this Procedural Manual.
- 5.4.1.2. All service lines will be required to have a corporation cock, a curb stop valve, a curb stop box, an unrestrictive ball valve before the meter and an unrestrictive ball valve after the meter.
- 5.4.1.3. Tapping saddles will be required at all times.
- 5.4.1.4. Existing taps and service lines may be used if they meet current standards. If a tap or service line does not meet current standards it must be shut off at the corporation cock and the service line disconnected from the water main. Abandoned water service lines must be shut off at the corporation cock and disconnected from the water main.
- 5.4.1.5. When it is not economically feasible, as determined by the Utility, to place the required water meter inside the building it will be serving, a water meter pit can be installed in accordance with Sections 4.2.5. and 4.3.5. of these specifications.

5.4.2. Materials

5.4.2.1. Tapping Saddles

- 5.4.2.1.1. All services shall have saddles that are nylon coated with a double stainless steel strap.

5.4.2.2. Service Lines

- 5.4.2.2.1. Minimum size of a service line is three-fourths (3/4) inch.
- 5.4.2.2.2. Service lines three-fourths (3/4) inch through two (2) inches.
- 5.4.2.2.3. Type K (heavy) soft annealed and seamless copper that complies with ASTM B 88 or polyethylene, Class 200 that complies with AWWA C901.
- 5.4.2.2.4. Iron or lead service lines are strictly prohibited.
- 5.4.2.2.5. Use approved copper pipe with brass fittings or polyethylene pipe from the water main to the water meter.
- 5.4.2.2.6. PVC pipe is only allowed under roadways or as specifically authorized by the Utility. PVC shall meet standards of ASTM D 1785, Schedule 80, Type S joints. Copper pipe and polyethylene pipe also allowed under roadways.
- 5.4.2.2.7. Brass pipe not allowed unless specifically authorized by the Utility. When duly authorized, brass pipe shall be red, seamless, according to ASTM B 43.
- 5.4.2.2.8. Service lines larger than two (2) inches shall be ductile iron. The ductile iron will be cement-mortar lined, ANSI A21.50, class 52 mechanical or push joint pipe. C-900 PVC pipe will also be allowed and shall be installed to water main specifications using push joint pipe.
- 5.4.2.2.9. Install tracer wire with all polyethylene and pvc services meeting requirements in Sections 3.2.9. and 3.4.5.

5.4.2.3. Corporation Cocks

- 5.4.2.3.1. All three-fourths (3/4) inch through two (2) inch corporation cocks shall be made of brass and conform to AWWA C800 standard.
- 5.4.2.3.2. They shall be suitable for tapping PVC or iron pipe as applicable and use of flared copper pipe or polyethylene pipe.
- 5.4.2.3.3. All taps larger than two inches will be made with an approved tapping tee and valve.

5.4.2.4. Curb Stop Valves and Boxes

- 5.4.2.4.1. Curb stop valves shall be made of brass and conform to AWWA C800 standard.
- 5.4.2.4.2. They shall be a ninety (90) degree turn valve for flared copper or polyethylene service pipe.
- 5.4.2.4.3. A gate valve shall be used instead of curb box for service lines larger than two inches.
- 5.4.2.4.4. Curb stop boxes shall be metal with a sliding extension, arch pattern base, stationary rod and lid.

5.4.2.5. Water Meter Pits: All water meter pits shall be Mueller/McCullough pits.

Mueller/McCullough thermal coil meter box with insulating pad and locking lid may be used for five-eighths (5/8) inch to two (2) inch meters, or approved equal.

5.4.3. Design and Installation

5.4.3.1. Taps

- 5.4.3.1.1. All taps must be made using an approved tapping saddle.
- 5.4.3.1.2. All three-fourths (3/4) and one (1) inch taps will be made on the upper half of the water main at a forty-five (45) degree angle. Taps one and one-half (1 1/2) inch and larger can be made at a ninety (90) degree angle.
- 5.4.3.1.3. A four (4) inch main will not receive a tap larger than three-fourths (3/4) inch.
- 5.4.3.1.4. No multiple taps.

5.4.3.2. Service Line: All service lines will have at least five feet of ground cover to protect it from freezing.

5.4.3.3. Curb Stop Box

- 5.4.3.3.1. The curb stop will be located at least six (6) feet but not more than eight (8) feet from the property line, in the public right-of-way unless otherwise directed by IMU's water department.
- 5.4.3.3.2. The curb stop shall be marked with a wooden or steel post painted blue. The post shall extend at least three (3) feet above the ground. This post can be removed and the curb stop box brought to ground level at the time of final inspection.

5.4.3.4. Water Meters

- 5.4.3.4.1. All meters shall have a radio read attachment.
- 5.4.3.4.2. All meters shall have an unrestrictive ball valve before the meter and an unrestrictive ball valve after the meter with the following spacing of valves:

5/8" Meter	11-3/4"
3/4" Meter	13-3/4"
1" Meter	15-3/4"
1-1/2" Meter	13-1/4"
2" Meter	17-1/4"

- 5.4.3.4.3. The water meter shall be located so it will be accessible for meter readers and meter repair personnel. All meters shall be placed not more than six (6) feet from a floor drain.
- 5.4.3.4.4. All meters shall be installed in a horizontal position.
- 5.4.3.4.5. Water meters shall be installed by utility personnel.

- 5.4.3.4.6. Clearance Around Meter: Five-eighths (5/8) to one (1) inch meters must have an unobstructed accessibility of twenty-four (24) inches on one side (front only) and at least eight (8) inches of clearance on all other sides. Meters larger than one (1) inch must have an unobstructed accessibility of thirty-six (36) inches on one side (front only) and at least twelve (12) inches on all other sides.
- 5.4.3.5. Water Meter Pits
 - 5.4.3.5.1. All water meter pits are to be placed on private property.
 - 5.4.3.5.2. The pit shall have a minimum depth of five (5) feet below grade.
 - 5.4.3.5.3. The water meter will be installed so the meter is at least twelve (12) inches off the bottom of the meter pit.

5.5. Backflow Prevention

5.5.1. General

5.5.1.1. Hazard Definitions

5.5.1.1.1. Reduced Pressure Principal backflow preventer (RPP)

5.5.1.1.1.1. Generally used in high hazards or as otherwise required by the Utility. High hazards are those determined by the Utility to cause an impairment of the quality of potable water by creating an actual hazard to the public health through poisoning or through the spread of disease by sewage, industrial fluids, or waste.

5.5.1.1.1.2. A properly designed air gap at the water service entrance may be substituted for a RPP as specifically allowed by the Utility and only as installation as containment devices.

5.5.1.1.2. Double Check Valve Assembly (DCVA)

5.5.1.1.2.1. Generally used in low hazards or as otherwise required by the Utility. Low hazards are those determined by the Utility to cause an impairment of the quality of potable water to a degree which does not create a hazard to the public health, but which does adversely and unreasonably affect the aesthetic qualities of potable waters for domestic use.

5.5.1.1.2.2. Consists of two independently acting, internally loaded check valves, four properly located test cocks, and two isolation valves.

5.5.1.1.3. Other types of backflow prevention devices may be required by the Utility for isolation purposes.

5.5.1.2. RPP device specifically required for the following types of facilities and conditions:

- 5.5.1.2.1. Breweries, distilleries, bottling plants (health/containment hazard).
- 5.5.1.2.2. Car washes.
- 5.5.1.2.3. Chemical plants.
- 5.5.1.2.4. Dairies (health/containment hazard).
- 5.5.1.2.5. Dentist office.
- 5.5.1.2.6. Die works.
- 5.5.1.2.7. Fertilizer plants.
- 5.5.1.2.8. Film laboratories or processing plants.
- 5.5.1.2.9. Fire protection systems (subject to other sections of these Procedures).
- 5.5.1.2.10. Food and beverage plants (health/containment hazard).
- 5.5.1.2.11. Hospitals, clinics, and medical offices.
- 5.5.1.2.12. All irrigation systems (supersedes UPC provisions).
- 5.5.1.2.13. Laboratories.

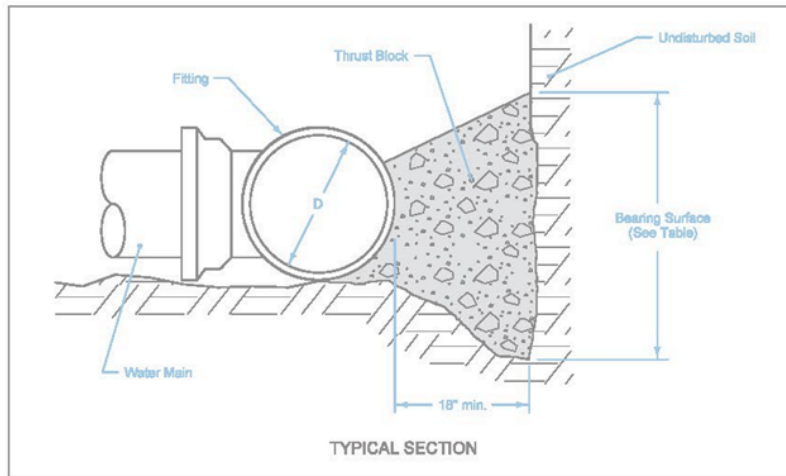
- 5.5.1.2.14. Laundries and dry cleaning plants.
 - 5.5.1.2.15. Machine tool plants (health/containment hazard).
 - 5.5.1.2.16. Metal processing plants (health/containment hazard).
 - 5.5.1.2.17. Morgues and mortuaries.
 - 5.5.1.2.18. Nursing homes.
 - 5.5.1.2.19. Packing houses and rendering plants.
 - 5.5.1.2.20. Paper products plants.
 - 5.5.1.2.21. Pesticide manufacturing or handling facilities (exterminators).
 - 5.5.1.2.22. Petroleum processing plants.
 - 5.5.1.2.23. Petroleum storage yard (health/containment hazard).
 - 5.5.1.2.24. Pharmaceutical or cosmetic plant.
 - 5.5.1.2.25. Piers, docks or waterfront facilities.
 - 5.5.1.2.26. Power plants.
 - 5.5.1.2.27. Radioactive materials plants.
 - 5.5.1.2.28. Restaurants with soap ejectors and/or industrial type disposal.
 - 5.5.1.2.29. Rubber plants.
 - 5.5.1.2.30. Sand and gravel plants.
 - 5.5.1.2.31. Schools.
 - 5.5.1.2.32. Swimming pools.
 - 5.5.1.2.33. Sewage treatment plants.
 - 5.5.1.2.34. Tall buildings (over 3 stories or with booster pump).
 - 5.5.1.2.35. Veterinary establishments.
 - 5.5.1.2.36. Premises having an auxiliary water system not connected to the public water system.
 - 5.5.1.2.37. Premises having a water storage tank, reservoir, pond, or similar source.
 - 5.5.1.2.38. Premises heated by steam or hot water, or cooling systems where chemical water conditions are or may be used.
 - 5.5.1.2.39. Premises having submerged inlets to equipment.
 - 5.5.1.2.40. Premises having self-draining yard hydrants, fountains, hose boxes, or similar devices.
 - 5.5.1.2.41. Others specified by the Utility.
- 5.5.2. Component Materials
- 5.5.2.1. Assemblies for containment
 - 5.5.2.1.1. Meets requirements of ANSI-AWWA Standard C510 or C511.
 - 5.5.2.1.2. Listed by the International Association of Plumbing and Mechanical officials.
 - 5.5.2.2. Assemblies for containment in a fire protection system
 - 5.5.2.2.1. Meets requirements of Factory Mutual Research Corporation (FM), Underwriters Laboratory (UL), Section 5.2.1. and other applicable city building and fire codes.
 - 5.5.2.2.2. Devices smaller than 2 ½" not listed by UL and tested by FM may be allowed upon approval by the Utility.
- 5.5.3. Design and Installation
- 5.5.3.1. Design
 - 5.5.3.1.1. Assemblies for containment – water services
 - 5.5.3.1.1.1. Air gap or approved reduced pressure principle backflow prevention assembly for water services having one or more cross connections which the Utility classifies as a high hazard.

- 5.5.3.1.1.2. Approved double check valve assembly for water services having no high hazard cross connections but having one or more cross connection which the Utility classifies as a low hazard.
- 5.5.3.1.2. Assemblies for containment – fire protection systems
 - 5.5.3.1.2.1. Submit plans, including backflow prevention devices, to the Indianola Fire Chief in addition to other applicable authorities.
 - 5.5.3.1.2.2. Reduced pressure principle backflow prevention assembly on new and existing fire protection systems determined to have any of the following:
 - 5.5.3.1.2.2.1. Direct connections from public water mains with an auxiliary water supply on or available to the premise for a pumper connection.
 - 5.5.3.1.2.2.2. Interconnections with auxiliary supplies such as reservoirs, rivers, ponds, wells, mills, or other industrial water systems.
 - 5.5.3.1.2.2.3. Use of antifreezes or other additives in the fire protection system.
 - 5.5.3.1.2.2.4. Combined industrial or domestic with high hazard and fire protection systems supplied from the public water mains only, with or without gravity storage or pump suction tanks.
 - 5.5.3.1.2.2.5. Any other facility, connection, or conditions which may cause contamination.
 - 5.5.3.1.2.3. Double check valve assembly required for all other fire protection systems on new systems at the time of installation and on existing systems at the time they are upgraded.
- 5.5.3.2. Installation
 - 5.5.3.2.1. The required assemblies for containment shall be installed in the horizontal plumbing immediately following the meter or as close to that location as deemed practical by the Utility. It shall be located upstream from any branch piping. This installation method does not eliminate the responsibility of the customer to protect the Utility's water distribution system from contamination or pollution between the backflow prevention assembly and the water main.
 - 5.5.3.2.2. Reduced pressure principal backflow assemblies shall not be installed so as to be protected from flooding; nor in underground vaults or pits.
 - 5.5.3.2.3. Thermal expansion shall be provided for when installing an assembly for containment where hot water is used within the water system.
 - 5.5.3.2.4. Provisions shall be made to convey the discharge of water from reduced pressure principle backflow assemblies to a suitable drain.
 - 5.5.3.2.5. No assemblies shall be installed in a place where it would create a safety hazard, such as, but not limited to, over an electrical panel or above ceiling level.
 - 5.5.3.2.6. A second assembly, sized to handle temporary water flow needed during testing or repairs, may be installed in parallel piping.
 - 5.5.3.2.7. All assemblies shall be installed so they are accessible for testing.
 - 5.5.3.2.8. Shut-off valves shall be installed and meet the appropriate requirements contained in these Procedures.

5.6. Standard Drawings

The following Standard Drawings are hereby incorporated by reference. The Utility may update these drawings as appropriate. Updates by parties issuing Standard Drawings must be approved by the Utility prior to being incorporated by reference.

SUDAS SW-104 Pressure Pipe Trench Bedding
SUDAS WM-101 Thrust Blocks (2 Sheets)
SUDAS WM-102 Tracer System
SUDAS WM-201 Fire Hydrant Assembly



Extend thrust blocks to undisturbed soil. Excavation into trench wall may be necessary.

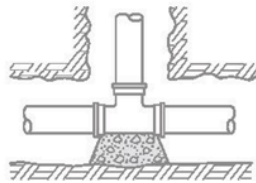
Form vertical surfaces of poured concrete thrust blocks except on bearing surface.

Encase all fittings in polyethylene wrap. Do not allow concrete to directly contact joints or fitting bolts.

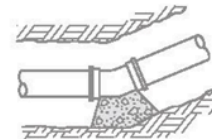
Diameter of Pipe, D (inches)	MINIMUM BEARING SURFACE (sf)				
	Bends				Tees and Dead Ends
	11½°	22½°	45°	90°	
4	1	1	2	4	3
6	1	2	4	8	6
8	2	4	7	14	10
10	3	6	11	21	15
12	4	8	18	29	21
14	5	11	21	39	28
16	7	14	27	50	36
18	9	17	34	63	45
20	11	21	42	78	55
24	15	31	60	111	78
30	24	47	92	171	120
36	34	67	132	244	173

Minimum surface area based on water pressure of 150 psi and allowable soil pressure of 1,000 psf.

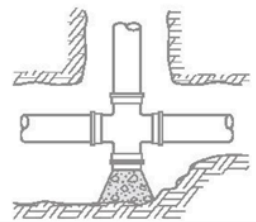
TEES



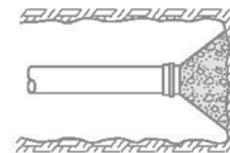
BENDS



CROSSES



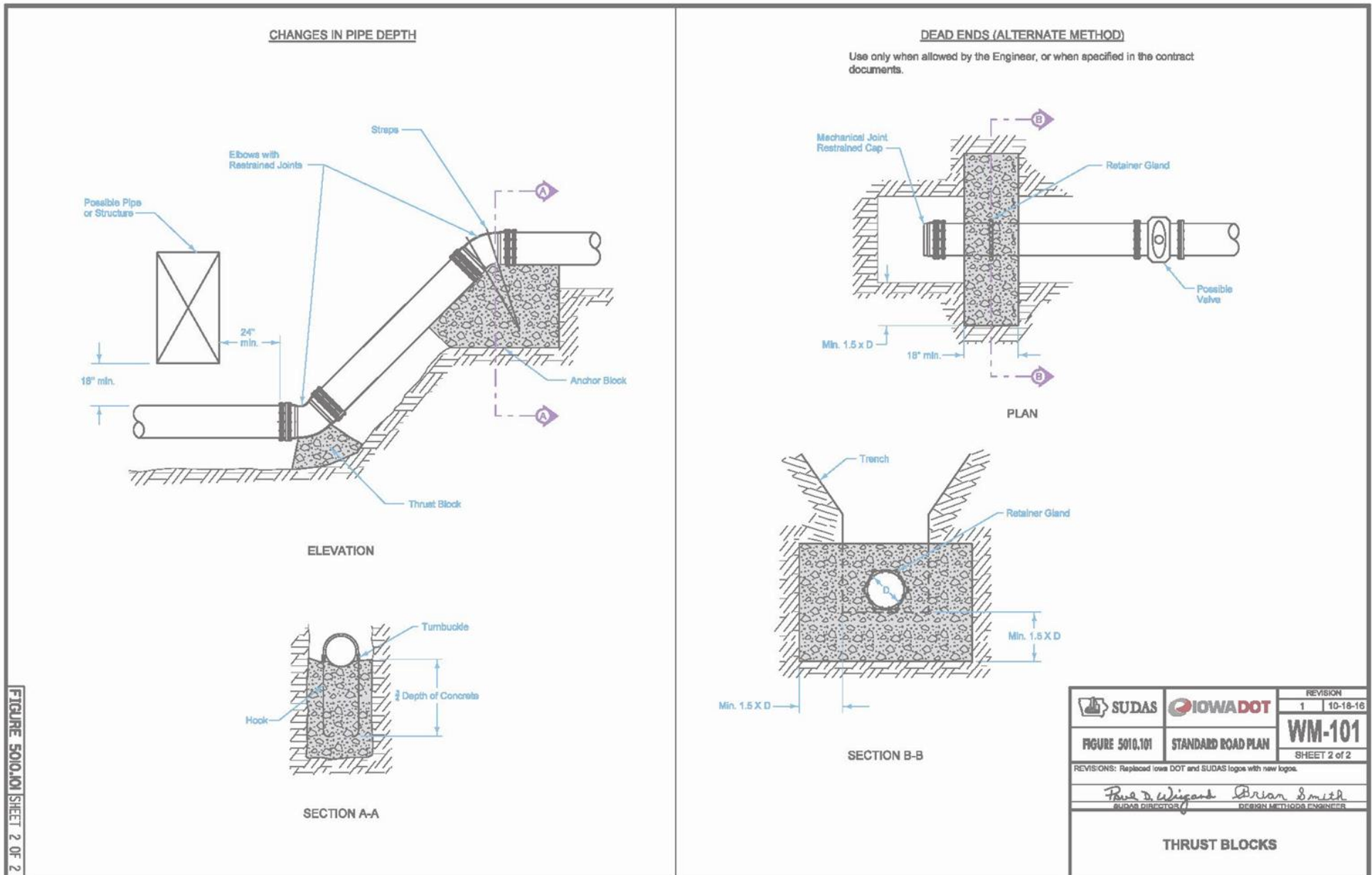
DEAD ENDS



TYPICAL PLAN

FIGURE 5010.101 SHEET 1 OF 2

SUDAS	IOWA DOT	REVISION
		1 10-18-16
FIGURE 5010.101	STANDARD ROAD PLAN	WM-101
		SHEET 1 of 2
REVISIONS: Replaced Iowa DOT and SUDAS logos with new logos.		
Paul D. Wigard SUDAS DIRECTOR		Brian Smith DESIGN METHODS ENGINEER
THRUST BLOCKS		



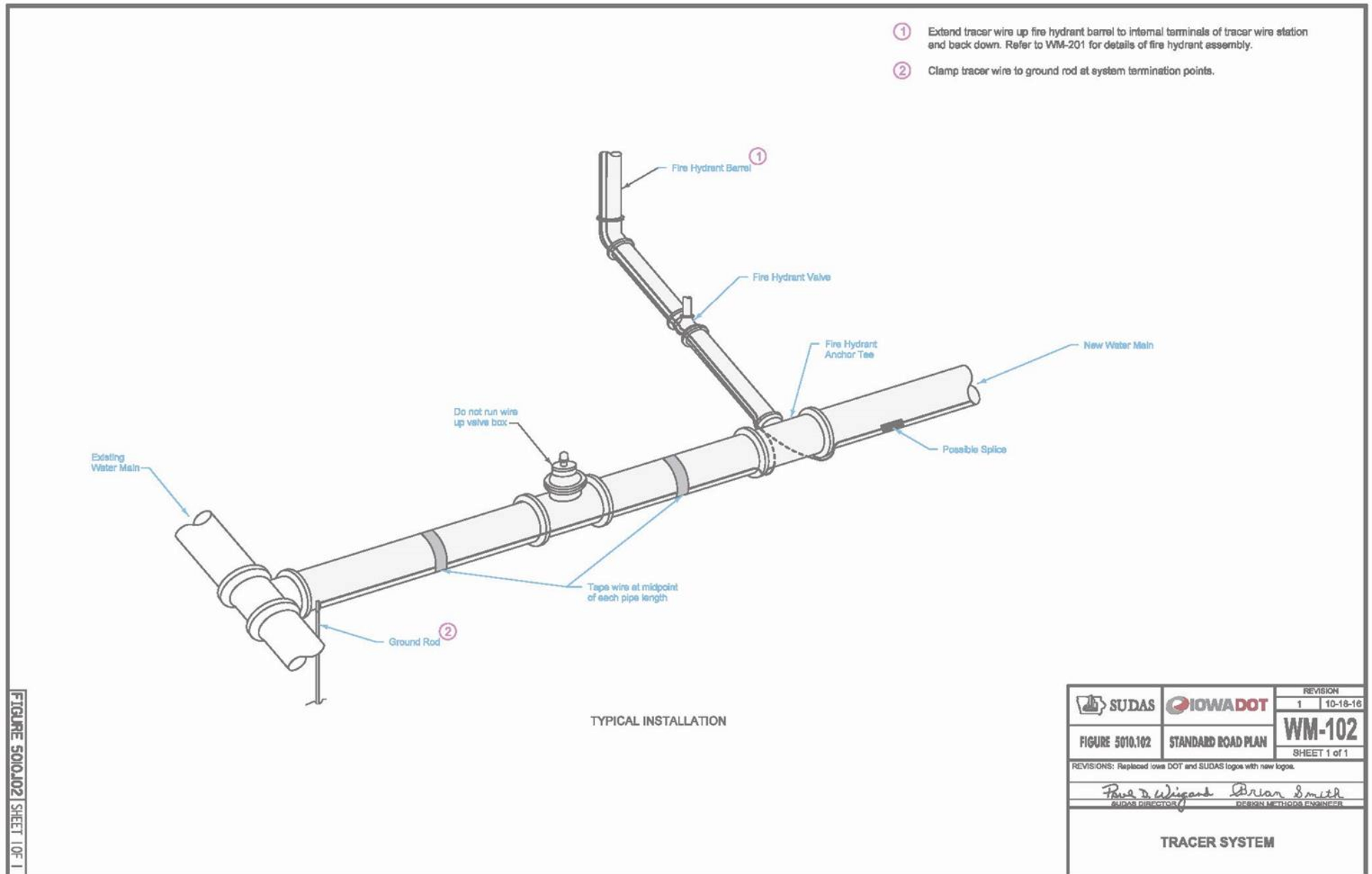
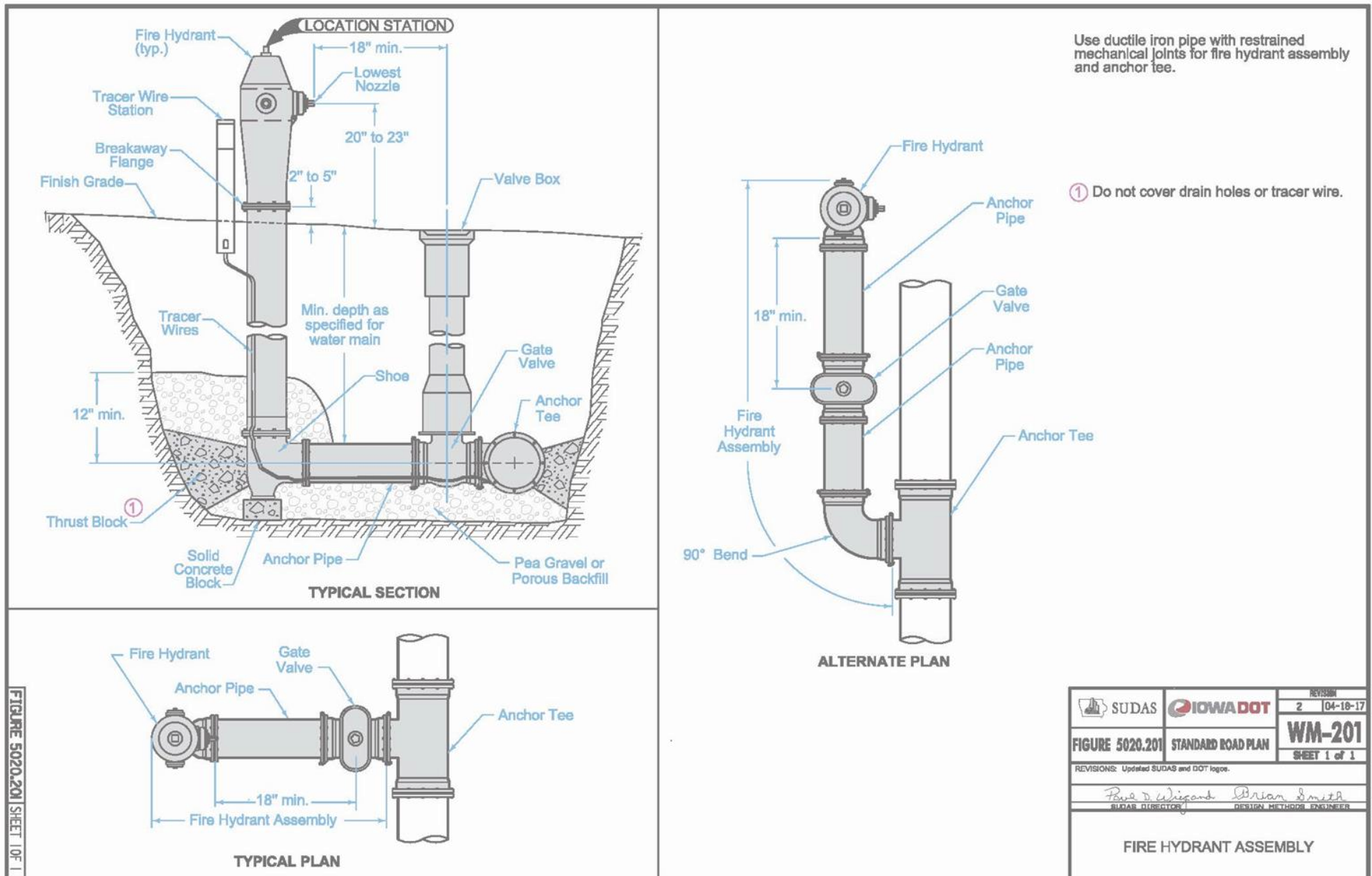


FIGURE 5010.102 SHEET 1 OF 1



DIVISION 6: STRUCTURES FOR SANITARY AND STORM SEWERS

Section 6010: Structures for Sanitary and Storm Sewers

2.03, Cast-in-Place

B. (ADD THE FOLLOWING 2ND SENTENCE) Reinforcement: All reinforcement for cast-in-place structures shall be epoxy coated.

2.09, Manhole or Intake Adjustment Rings (Grade Rings)

A.1: (ADD) for storm sewer structures only.

A.2. High Density Polyethylene Adjustment Rings:

e. (ADD) For storm sewer structures only.

f. (ADD) Do not use high density polyethylene (HDPE) adjustment rings in either PCC or HMA street pavement, either public or private.

A.3. Expanded Polypropylene Adjustment Rings:

d. (ADD) Cretex Pro-Rings shall be used for sanitary sewer manholes. At the contractor's option, may be used for storm sewer structures.

e. (ADD) No more than 12" of rings to be used. Contractor must contact City staff from Water Pollution Control Department for proper installation of rings.

B. (REPLACE) Ensure the inside diameter of the adjustment ring is not less than the inside diameter of the manhole frame or not less than the inside dimension of the intake grate opening. The maximum amount of horizontal adjustment allowed to be made with adjusting rings is 3 inches.

C. (ADD) Manhole adjustment rings are not required to have pre-formed or pre-drilled holes for the anchor bolts.

D. (ADD) Construct manholes with the following adjustment ring stack heights:

a. (REPLACE) Minimum: 4 inches for new manholes. No minimum for rehabilitation projects.

b. (REPLACE) Maximum: 12 inches or three courses of rings for new manholes; 16 inches or four courses of rings for existing manholes.

E. (ADD) Construct intakes with the following adjustment ring stack heights:

a. (REPLACE) Minimum: 2 inches for new manholes. No minimum for rehabilitation projects.

b. (REPLACE) Maximum: 8 inches or two courses of rings for new intakes.

2.10, Castings (Ring, Cover, Grate, and Extensions)

C. Casting Types

1. Manholes: (REPLACE) Unless otherwise specified in the contract documents, adjustable three-piece castings will not be allowed. All manhole castings situated in a floodplain shall have bolt-down covers. Concrete box outs for manholes in PCC paving shall comply with figure PV-103. Concrete box outs for manholes in HMA paving shall comply with figure PV-201. All manholes in paving shall be gasketed. The following table lists the manhole casting types.

a. Comply with Figures 6010.601, East Jordan 3025 and the contract documents.

1. (ADD) Sanitary manholes in paving shall be East Jordan 302511A01 or East Jordan 302514A01 bolt down for Flood Plain areas. Once casting is set to proper height, City staff needs to inspect them before paving can commence. No Boxouts are required when using East Jordan 3025 castings in pavement. If needed, contact City staff on proper installation. No Chimney Seals required.
 2. (ADD) Sanitary manholes outside of paving shall be SW-601, A or SW-601, C bolt down for Flood Plain areas.
 3. All sanitary sewer manhole lids shall be stamped to produce raised lettering with "Sanitary Sewer".
2. Intakes:
- a. Comply with Figures 6010.602, 6010.603, 6010.604, and the contract documents.
 1. (ADD) Driveway grates shall be Type Q per Figure 6010.603.
 2. (ADD) Curb inlet grates shall be Type R per Figure 6010.603.
 - b. (REPLACE) All storm sewer castings shall be stamped to produce raised lettering with "DUMP NO WASTE – DRAINS TO RIVER" or similar message assuring NPDES compliance.

2.11 Additional Materials for Sanitary Sewer Manholes

A. Infiltration Barrier

2. (Delete) Internal Chimney Seal: Delete this item in its entirety.

B. Riser Section Coating

1. (REPLACE) Exterior: All exterior concrete surfaces shall have ~~bituminous~~-waterproofing with Infi-Shield® Gator Wrap on all sanitary sewer manhole sections.
- C. Internal Lifting Rings: Any Internal Lifting Rings must be filled in (Grouted) smooth with the interior wall of manhole.
- D. Concrete Admixture: All Manholes shall contain a concrete admixture Con(MIC) Shield Anti Bacterial Admixture as manufactured by CONSHIELD TECHNOLOGIES, INC., or Approved Equal.
- E. Manhole 15 feet or Deeper: Any manhole 15 feet or deeper will require a minimum of 1-foot extension outside the manhole walls. Unless noted otherwise on the contract documents.

2.13 Steps

Delete: Entire Section. Steps are not allowed.

3.01 General Requirements for Installation of Manholes and Intakes

J. Casting:

(REPLACE) Install the type of casting specified in the contract documents and adjust to proper grade. Where a manhole or intake is to be in a paved area, adjust the casting to match the slope of the finished surface. Attach a casting frame to the structure with two anchor bolts.

1. (ADD) Unless otherwise specified in the contract documents, adjustable three-piece castings will not be allowed.
2. (ADD) All manhole castings situated in a floodplain shall have bolt-down covers.

3. All sanitary sewer manhole castings must be bolted to the top of manhole using a minimum of two (2) half inch (1/2") steel anchor rods.

3.05 Connection to Existing Manhole or Intake

C. Sanitary Sewer

3. (DELETE) Cut and Chipped Opening (Knock-out): Delete Entire Section.

DIVISION 7: STREETS AND RELATED WORK

Section 7010 – Portland Cement Concrete Pavement

1.07 Special Requirements

A. (ADD) Pavement Thickness:

Minimum PCC Pavement Thickness			
Street Classification	Pavement Thickness		
	Commercial / Industrial	Residential	Rural
Local (on grade <u>without any subbase</u>) *	8" <u>Nonreinforced or</u> {7" Reinforced}	8" <u>Nonreinforced or</u> {7" Reinforced}	8" <u>Nonreinforced or</u> {7" Reinforced}
Local (on minimum 6" subbase)	7" <u>Nonreinforced</u>	7" <u>Nonreinforced</u>	7" <u>Nonreinforced</u>
Minor Collector (on minimum 6" subbase) *	8" <u>Nonreinforced</u>	8" <u>Nonreinforced</u>	8" <u>Nonreinforced</u>
Major Collector (on minimum 6" subbase)	Special Design (See SUDAS Design Manual Section 5F)		
Minor/Major Arterial	Special Design (See SUDAS Design Manual Section 5F)		

Note: * Load Transfer Devices Required

Minimum HMA Pavement Thickness									
Street Classification	Surface Course Thickness			Intermediate/ Base Course Thickness			Total Pavement Thickness including Surface Course		
	C/I	Res	Rural	C/I	Res	Rural	C/I	Res	Rural
Local	2"	2"	2"	7"	6"	7"	9"	8"	9"
Minor Collector	2"	2"	2"	8"	7"	7"	10"	9"	9"
Major Collector	Special Design (See SUDAS Design Manual Section 5F)								
Minor / Major Arterial	Special Design (See SUDAS Design Manual Section 5F)								

Note:

C/I = Commercial/Industrial at 5% Trucks.

Intermediate/Base Course Thickness may be reduced 1" for every 6" of subbase material placed up to 12" of subbase material.

- B. (ADD) Contractor shall provide a minimum of 48-hour advance notice (excluding weekends and holidays) to the Engineer and the Jurisdiction for pavement pours.

- C. (ADD) Contractor shall notify Engineer of pavement joint sawing operations which must be performed during the Indianola Noise Ordinance between the hours of 9:00 pm and 6:00 am on weeknights and between the hours of 9:00 pm and 8:00 am on weekends. “
- D. (ADD) When placing PCC, the Contractor shall protect adjacent fixtures from concrete splatter or direct contact with the concrete. Fixtures include but are not limited to light poles, light pole bases, controller cabinets, hand holes, buildings, manhole lids, water valve lids, fire hydrants, intakes, castings, etc.

1.08 Measurement and Payment:

A. PCC Pavement:

2. Payment

- a. (ADD) No additional payment will be made when protection is necessary as described in Section 7010.3.05.A.1.

3.02 Pavement Construction

C. Surface Fixture Adjustment:

- 4. (ADD) Valve boxes and similar fixtures within areas to be paved without boxouts shall be adjusted to within 0.5 inches of the finished vertical grade prior to paving. Adjustments greater than 0.5 inches with the plastic concrete shall not be allowed.

F. Concrete Pavement Placement:

- 1. (REPLACE) Use a slip-form paving machine for all pavement 8.5 feet or more in width and 150 feet or more in length. For pavement sections less than 8.5 feet in width and/or less than 150 feet in length, screed finish methods may be used.

3.03 Curb and Gutter Construction (See Figure 7010.102)

- B. (REPLACE) Use a paving machine for curb and gutter sections 150 feet or more in length. For curb and gutter sections less than 150 feet in length, hand finish methods may be used.

3.07 Quality Control

D. Pavement Thickness

- 5. (ADD) Core samples will be required if deficiencies are determined in concrete yields or thickness deficiencies are suspected by the Engineer.

Section 7030 – Sidewalks, Shared Use Paths, and Driveways

2.07 Detectable Warnings

- A. (ADD) For 4' sidewalk and 5' sidewalk, detectable warning panels (truncated domes) shall be Cast In Place Replaceable in Clay Red (Federal Color No. 22144) manufactured by ADA Solutions, Inc. or an Engineer approved equivalent.
- B. (ADD) For sidewalk and shared use path more than 8' wide, detectable warning panels (truncated domes) shall be Duralast® cast iron in Natural finish (uncoated) manufactured by EJ Group, Inc. or an Engineer approved equivalent. Unless otherwise specified in the contract documents, the Contractor shall utilize radial plates when abutting intersection radii.

3.04 PCC Sidewalks, Shared Use Paths, and Driveways

A. Form Setting:

6. (ADD) The turning space for a sidewalk or shared use path shall be formed separately from the adjoining ramps and sidewalk or shared use path.

B. Concrete Pavement Placement:

2. Sidewalk:

- g. (ADD) The turning space for a sidewalk or shared use path shall be formed separately from the adjoining ramps and sidewalk or shared use path.

3.10 Cleaning

- D. (ADD) The Contractor shall clean the detectable warning panels of all superfluous concrete and plastic covering after the concrete is cured such that the panel surface is clean and the truncated surface is fully functional.

3.12 Sidewalk and Curb Ramp Compliance

(REPLACE) Compliance with cross slopes and grades, as well as all other elements, for sidewalks and curb ramps is crucial. If the construction cannot be completed as specified in the contract documents, it may be necessary to adjust slopes within the accepted legal limitations. Contact the Engineer prior to placement of the concrete if changes from the values specified in the contract documents are being made.

- A. The Contractor is responsible for constructing all new pedestrian facilities in accordance with the plans, specifications, and applicable standards. Pedestrian facilities include sidewalks, shared use paths, pedestrian ramps, and crosswalks.
 1. The Engineer can provide assistance and guidance on plan interpretation, upon request. However, the Contractor is solely responsible for implementing the plans.
 2. The design and construction parameters of pedestrian ramps are relatively narrow. Minor errors in formwork or pavement finishes can significantly affect the final results. Because of this, special care and attention shall be taken when setting formwork and/or finishing the various elements of pedestrian ramps including but not limited to adjacent curb and gutter, ramp lip, detectable warning placement, widths, running slopes, and cross slopes.
 3. The Contractor installing the pedestrian facilities shall have a set of the contract documents on site at all times.

DIVISION 8: TRAFFIC CONTROL

Section 8010 – Traffic Signals

2.02 Detection

B. Pedestrian Push Button Detectors

5. (ADD) Type and Model of push button shall be specified or approved by Jurisdictional.

2.04 Cabinet and Controller

A. NEMA Controller, Cabinet, and Auxiliary Equipment:

1. Controller: (REPLACE) Controller shall be Naztec.

C. Emergency Vehicle Preemption System: EVP System shall be Opticom®.

Section 8020: Pavement Markings

3.02 Construction

B. Surface Preparation:

5. (ADD) Contractor shall use a high-pressure water system (water blasting) for cleaning unless air temperature is 32 degrees (freezing point) or below. If air temperature is below the freezing point, then surface grooving per 8020.3.02.J may be allowed with approval of the Engineer. Payment shall be per station (100 lf) of finished markings.
6. (ADD) Removal of existing pavement markings may be by vacuum blasting, shot blasting, or high-pressure water blasting. Open abrasive blasting without containment will not be allowed. The equipment and method used shall be recommended by the manufacturer. Pavement grinding or grooving for removal of pavement markings, symbols or legends will not be allowed.

L. (ADD) Temporary Striping:

1. General:
 - a. Temporary pavement striping shall be utilized solely to provide striping over the winter months if permanent striping cannot be established prior to the winter shutdown.
 - b. Temporary pavement striping accomplished without the prior written permission of the engineer will not be eligible for payment. Any temporary striping work occurring after the expiration of the current contract time also will not be eligible for payment but will be required prior to the issuance of winter shutdown orders.
 - c. If portions of the project have been previously completed and can be striped, but have not been prior to the winter shut down, these areas shall receive temporary pavement striping at no cost to the City.

Section 8030 – Temporary Traffic Control

1.07 Special Requirements

- E. (ADD) The Contractor shall be responsible for necessary temporary traffic control placement unless otherwise shown on plans to accommodate their operations.

G. (ADD) Restricting Parking:

The Contractor is responsible for installing, maintaining, and removing temporary “No Parking” signage for the project at all locations where on-street parking needs to be restricted. This includes posting the temporary “No Parking” signs prior to beginning work on streets or rights-of-way within the construction zone. It also includes posting signage along all detour routes where on-street parking needs to be removed to allow a two-lane traffic facility.

These temporary “No Parking” signs shall be placed at least 48 hours prior to construction. The Contractor will be responsible for maintaining signage needed along the detour routes and construction zone for the duration of the project. The temporary “No Parking” signs shall be removed, by the Contractor, within 48 hours after all construction activities have been completed and equipment has been removed from the site. The Contractor shall replace any destroyed, damaged, or missing temporary “No Parking” signs as needed.

The temporary no parking signage shall be included in the general traffic control bid item. This signage shall be posted as needed on side streets during the appropriate construction phase.

1. If there is no traffic control bid item, the costs for all required temporary traffic control shall be incidental to the project costs.

DIVISION 9: SITE WORK AND LANDSCAPING

Section 9010: Seeding

3.02 – Area of Seeding:

- A. (ADD) Mobilize within 72 hours of a written order with sufficient labor, equipment, and materials to seeding work as ordered or approved by Engineer. Complete work within 7 calendar days of a written order.
- B. (ADD) Failure to mobilize and complete work within such time period, will result in a deduction of \$750.00 per calendar day from payment due under the contract, except when Engineer extends such time period.

Section 9040 - Erosion and Sediment Control

3.07 Filter Socks (Figure 9040.102)

A. Installation:

7. (ADD) Do not install filter socks on uneven ground where water can easily undermine the sock.

City of Indianola
RESOLUTION NO 2022-

**RESOLUTION ADOPTING THE IOWA STATEWIDE URBAN DESIGN AND STANDARD
SPECIFICATIONS, 2022 EDITION, AND THE REVISED CITY OF INDIANOLA
SUPPLEMENTAL SPECIFICATIONS**

WHEREAS, the City adopted the SUDAS Standard Specifications (2021 Edition), General Supplemental Specifications, and City of Indianola City Supplemental Specifications in Resolution 2021-055 (February 16, 2021) for use in all public improvement projects and construction within the right-of-way; and

WHEREAS, SUDAS released an updated 2022 Edition of the Standard Specifications; and

WHEREAS, with the release of the 2022 Edition of SUDAS and due to functional and technical changes, modifications to the City of Indianola Supplemental Specifications are necessary; and

WHEREAS, these standards and construction specifications, along with the supplemental specifications, will be used to design and construct public improvements within the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that the SUDAS Design Manual, 2022 Edition, and the SUDAS Standard Specifications Manual, 2022 Edition, are hereby approved and adopted as the standard specification for public improvements completed within the City of Indianola, Iowa.

BE IT FURTHER RESOLVED that the 2022 City of Indianola Supplemental Specifications to the SUDAS Standard Specifications Manual shall be further adopted as the addendum to the standard specification for all public improvements completed within the City of Indianola, Iowa.

ADOPTED AND APPROVED this 6th day of June 2022

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: June 6, 2022
Subject: Resolution approving an agreement with Terracon Consultants, Inc for geotechnical construction testing services on Trail View Subdivision Plat 2.

Introduction: Staff has received notification to begin the construction plans for the proposed subdivision on Trail View - Plat 2.

Background: As a part of this construction review process and based on SUDAS standards, a geotechnical investigation will be required for the proposed subdivision. This geotechnical investigation will provide a report on existing soil conditions and remedial actions needed for faulty soil conditions. The geotechnical study will help towards ensuring that the public infrastructure meets its design life.

Discussion: The proposed agreement with Terracon Consultants, Inc., for a total amount not to exceed \$6,900. The scope of work will include geotechnical engineering investigation on locations where public infrastructure (including pavement and utility infrastructure) will be constructed within the proposed subdivision. The scope of work also includes additional geotechnical engineering investigation for a private roadway within this subdivision. This expense of \$6,900 should be reimbursed by the developer for this subdivision.

Budget Impact:

Recommendation: Staff recommends approving the agreement with Terracon Consultants to prepare the geotechnical engineering study for the proposed subdivision on Trail View - Plat 2. Roll call is in order.

Attachments:

1. 06062022 Agreement Terracon Geotech Trail View Plat 2
2. Res 2022- Terracon Geotech Trail View Plat 2

April 21, 2022



City of Indianola
706 North 6th Street
Indianola, Iowa 50125

Attn: Mr. Pal Akhilesh
P: (515) 961 9415
E: apal@indianolaiowa.gov

Re: Proposal for Geotechnical Engineering Services
Trail View Subdivision Public Streets and Utilities
North 1st Avenue
Indianola, Iowa
Terracon Proposal No. P08225096

Dear Mr. Akhilesh:

We appreciate the opportunity to submit this proposal to the City of Indianola to provide geotechnical engineering services for the referenced project. The following are exhibits to the attached Agreement for Services.

Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule
Exhibit D	Site Location
Exhibit E	Anticipated Exploration Plan

Our base fee to perform the Scope of Services described in this proposal is **\$6,300**. See Exhibit C for more details of our fees and consideration of additional services.

Your authorization for Terracon to proceed in accordance with this proposal can be issued by signing and returning a copy of the attached Agreement for Services to our office.

Sincerely,
Terracon Consultants, Inc.

Ujwala Manchikanti

Ujwala Manchikanti, E.I.
Staff Engineer

Theodore D. Bechtum

Theodore D. Bechtum, P.E.
Senior Engineer

AGREEMENT FOR SERVICES

This AGREEMENT is between City of Indianola ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Trail View Subdivision Public Streets and Utilities project ("Project"), as described in Consultant's Proposal dated 04/21/2022 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

1. **Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address {the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or }occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties. For a limited time period not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reliance will not be granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.
6. **LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$25,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles; provided however, Client shall indemnify, defend and hold harmless Consultant and its employees, from and against any and all liabilities for any third party claim arising from or alleged to arise from Consultant's performance under this Agreement, except to the extent such claims directly result from Consultant's negligence. Client's duty to defend Consultant for third-party claims shall arise at the time of a filing of a notice of claim or litigation. Consultant shall reimburse Client for reasonable costs of Consultant's defense only if Consultant is adjudicated as negligent by a trier of fact. Except as otherwise expressly provided herein, neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED,**

CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

9. Insurance. Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
10. **CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
11. Dispute Resolution. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Construction Industry Rules, provided that the arbitrator's authority is specifically limited to providing an award consistent with the specific terms and conditions of this Agreement, including Section 6. Limitation of Liability and Section 7. Indemnity/Statute of Limitations. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies under this provision. This Agreement shall be governed by and construed according to Kansas law.
12. Subsurface Explorations. Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
13. Testing and Observations. Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
14. Sample Disposition, Affected Materials, and Indemnity. Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
15. Ownership of Documents. Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
16. Utilities. Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
17. Site Access and Safety. Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to the coronavirus. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes. Client acknowledges its responsibility for notifying Consultant of any circumstances that present a risk of exposure to the coronavirus or individuals who have tested positive for COVID-19 or are self-quarantining due to exhibiting symptoms associated with the coronavirus.

Consultant: Terracon Consultants, Inc.

By:  Date: 4/21/2022

Name/Title: Theodore D Bechtum / Senior Engineer

Address: 600 SW 7th St, Ste M
Des Moines, IA 50309-4508

Phone: (515) 244-3184 Fax: (515) 244-5249

Email: Ted.Bechtum@terracon.com

Client: City of Indianola

By: _____ Date: _____

Name/Title: Akhilesh Pal / Public Works Director

Address: 706 North 6th Street
Indianola, IA 50125

Phone: _____ Fax: _____

Email: apal@indianolaiowa.gov

EXHIBIT A - PROJECT UNDERSTANDING

Our Scope of Services is based on our understanding of the project as described by the City of Indianola and the expected subsurface conditions as described below. We have not visited the project site to confirm the information provided. Aspects of the project, undefined or assumed, are highlighted below. Though not critical for the start of field exploration activities, we request the design team provide input to verify all information to aid in our development of recommendations.

Site Location and Anticipated Conditions

Item	Description
Parcel Information	■ The project is located northeast of the intersection of North 15th Street and East 2nd Avenue in Indianola, Iowa. ■ Latitude/Longitude: 41.3591°, -93.5385° (approximate) ■ See Exhibit D
Current Ground Cover	Bare earth and/or agricultural row crops (from aerial photographs)
Existing Topography	Based on the grading plan prepared by Snyder Associates, Civil Engineers, the ground surface elevations along the planned roadway range from about 925 feet to 935 feet. The existing ground surface elevations at the stormwater management areas range from 900 feet to 905 feet.
Site Access	We expect the site, and all exploration locations, are accessible with our ATV-mounted drilling equipment.
Expected Subsurface Conditions	Based on our local experience, we anticipate encountering clay of variable plasticity near the surface underlain by loess and glacial deposits.

Planned Construction

Item	Description
Planned Roadway	■ North 1st Avenue is planned to be extended about 200 feet south tying into a cul-de-sac. ■ Two stormwater management areas are planned near northwest and northeast corners of the site. ■ As requested, we have included optional borings for a roadway north of N 1st Avenue, that will serve future condominiums. The road has a linear length of about 400 feet.
Grading	Maximum cuts and fills on the order of 5 feet are anticipated along the planned roadway to reach final surface grades. The stormwater management areas are anticipated to have cuts of about 10 feet or less.

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



Item	Description
Pavements	■ We anticipate the traffic considerations will be according to local standards for collector-type urban roadways. We request the road designers provide traffic information. We anticipate the pavement thickness will be determined based on City standards.

EXHIBIT B - SCOPE OF SERVICES

Field Exploration

We propose the field exploration program consists of the following:

Planned Location	Boring No.	Number of Borings ¹	Planned Boring Depth (bgs) ^{2, 3}
Proposed North 1 st Avenue extension	B1, B2	2	15 feet
Proposed storm water management basins	B3, B4	2	15 to 20 feet
Private roadway ⁴	B5, B6	2	10 feet

1. See Exhibit E for proposed exploration plan.

2. bgs = below existing ground surface

3. Although not anticipated for the proposed boring depths, borings may be terminated at shallower depths if bedrock or relatively dense material is encountered. Rock coring is not included in this scope of services.

4. Private roadway borings are included as an optional service, and the additional associated fees are provided in Exhibit C.

Boring Layout and Elevations: We will stake the boring locations generally as shown on Exhibit E using hand-held GPS equipment. Approximate ground surface elevations at each boring location will be interpolated from the contour elevation provided in *Trail View Layout Concept*. If more precise boring layout and ground surface elevations are desired, we recommend the client retain a licensed professional surveyor to stake the boring locations and obtain ground surface elevations.

Subsurface Exploration Procedures: We will advance the soil borings with a drilling rig using continuous flight augers (solid stem and/or hollow stem augers, as necessary, depending on soil conditions). Four samples will be obtained in the upper 10 feet of each boring and at intervals of 5 feet thereafter. Soil sampling is typically performed using thin-wall tube and/or split-barrel sampling procedures. The samples will be placed in appropriate containers and taken to our laboratory for testing under the direction of a geotechnical engineer. We will observe and record groundwater levels during and shortly after completion of drilling and sampling.

Our exploration team will prepare field boring logs as part of standard drilling operations, including sampling depths, penetration distances, and other relevant sampling information. These field logs include visual descriptions of the materials encountered during drilling and the driller's interpretation of the subsurface conditions between samples.

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



Site Access: Terracon must be granted access to the site by the property owner. By acceptance of this proposal, without information to the contrary, we consider this as authorization to access the property for conducting field exploration in accordance with the scope of services.

Property Disturbance: We will take reasonable efforts to reduce damage to the property. However, it should be understood that in the normal course of our work, disturbance could occur (e.g., rutting from tires, muddying the ground surface, etc.). Our Scope of Services does not include services associated with site clearing, wet ground conditions, tree or shrub clearing, or repair of damage to existing landscape or crops. If such services are desired by the owner/client, we should be notified so we can adjust our Scope of Services. If the exploration is completed while crops are planted, we suggest a crop damage agreement is arranged between the property owner and the City prior to our mobilization.

Borings will be backfilled with auger cuttings after their completion. Our services do not include repair of the site beyond backfilling our boreholes. Excess auger cuttings will be dispersed in the general vicinity of the borehole. Because backfill material often settles below the surface after a period of time, we recommend the boreholes be checked periodically and backfilled if necessary. We can provide this service or grout the holes for additional fees at your request.

Safety: Terracon is currently not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our Scope of Services does not include environmental site assessment services, but identification of unusual or unnatural materials encountered while drilling will be noted on our logs and discussed in our report.

Exploration efforts require excavations into the subsurface, therefore Terracon will comply with local regulations to request a utility location service through Iowa One-Call. We will consult with the owner/client regarding potential utilities, or other unmarked underground hazards. Based on the results of this consultation, we will consider the need for alternative subsurface exploration methods, as the safety of our field crew is a priority.

Private utilities, including field tiles, should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities not disclosed to us. If the owner/client is unable to accurately locate private utilities, Terracon can assist the owner/client by coordinating or subcontracting with a private utility locating service. Fees associated with the additional services are not included in our current Scope of Services and will be forwarded to our client for approval prior to initiating. The detection of underground utilities is dependent on the composition and construction of the utility line; some utilities are comprised of non-electrically conductive materials and may not be readily detected. The use of a private utility

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



locate service would not relieve the owner of their responsibilities in identifying private underground utilities.

Laboratory Testing

The project engineer will review field data and assign various laboratory tests to better understand select engineering properties of various soil strata. Laboratory testing for this project is proposed to consist of:

Test Description	Number of Tests Included
Water Content	Select samples
Unit Weight	Select intact thin-walled tube sample
Unconfined Compression Strength	Select intact thin-walled tube sample
Atterberg Limits	Up to 3

Our laboratory testing program includes examination of soil samples. Based on the material's texture and plasticity, we describe and classify soil samples in general accordance with the Unified Soil Classification System (USCS).

Engineering and Project Delivery

Results of our field and laboratory programs will be reviewed by a professional engineer. The engineer will develop a geotechnical site characterization and develop appropriate geotechnical engineering design criteria for earth-related phases of the project.

Your project will be delivered using our **GeoReport®** system. Upon initiation, we will provide you and your design team the necessary link and password to access the website (if not previously registered). Each project includes a calendar to track the schedule, an interactive site map, a listing of team members, access to the project documents as they are uploaded to the site, and a collaboration portal. The typical delivery process includes the following:

- Project Planning – Proposal information, schedule, and anticipated exploration plan
- Site Characterization – Findings of the site exploration and preliminary recommendations
- Geotechnical Engineering – Recommendations and geotechnical engineering report

When services are complete, we will upload a printable version of our completed geotechnical engineering report, including the professional engineer's seal and signature, which documents our services. Previous submittals, collaboration, and the report are maintained in our system. This allows future reference and integration into subsequent aspects of our services as the project goes through final design and construction.

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



The geotechnical engineering report for the public streets and utilities will provide the following:

- Boring logs with field and laboratory data
- Stratification based on visual soil classification
- Groundwater levels observed during and/or after completion of drilling
- Site Location and Exploration plans
- Subsurface exploration procedures
- Description of subsurface conditions
- Earthwork construction, including
 - Site preparation
 - Shrink-swell soil design considerations, if applicable
 - Suitability of the on-site soils for use as structural fill within roadway alignments
 - Structural fill compaction criteria
 - Subgrade preparation recommendations for pavements
- Suitability of minimum pavement thickness per City requirements (traffic information to be provided)
- Detention basin considerations

If borings B5 and B6 are requested, our current fee includes only providing boring logs.

Additional Services

In addition to the basic services noted above, the following services are often associated with geotechnical engineering services. Fees for the services noted above do not include the following:

Storm Water Management Areas: If infiltration estimates become needed/requested for the storm water management areas, please contact us to update our laboratory and/or field exploration scope as appropriate.

Review of Plans and Specifications: Our geotechnical report and associated verbal and written communications will be used by others in the design team to develop plans and specifications for construction. Review of the project plans and specifications is a vital part of our geotechnical engineering services. This consists of review of project plans and specifications related to site preparation and pavement construction. Our review will include a written statement conveying our opinions relating to the plans and specifications' consistency with our geotechnical engineering recommendations.

Observation and Testing of Pertinent Construction Materials: Development of our geotechnical engineering recommendations and report relies on an interpretation of soil conditions. This is based on widely spaced exploration locations, and assuming construction methods will be performed in a manner sufficient to meet our expectations and is consistent with

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



recommendations made at the time the geotechnical engineering report is issued. We should be retained to conduct construction observations, and perform/document associated materials testing, for site preparation and pavement construction. This allows a more comprehensive understanding of subsurface conditions and necessary documentation of construction, to confirm and/or modify (when necessary) the assumptions and recommendations made by our engineers.

Perform Environmental Assessments: Our scope for this project does not include, either specifically or by implication, an environmental assessment of the site intended to identify or quantify potential site contaminants. If the client/owner is concerned about the potential for such conditions and/or contamination, an environmental site assessment should be conducted. We can provide a proposal for an environmental assessment, if desired.

EXHIBIT C - COMPENSATION AND PROJECT SCHEDULE

Compensation

Based on our understanding of the site, the project as summarized in Exhibit A, and the Scope of Services outlined in Exhibit B, our base fee is:

Task	Lump Sum Fee
Field Exploration (B1, B2, B3 and B4), Laboratory Testing, Engineering and Project Delivery	\$6,300
Additional borings for Private roadway (B5 and B6)	\$600/ boring

Additional services not part of the base fee include the following:

Additional Services (see Exhibit B)	Lump Sum Fee	Initial for Authorization
Review of Plans and Specifications	TBD	

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require Scope of Services revisions and/or result in higher fees, we will contact you for approval, prior to initiating services. A supplemental proposal stating the modified Scope of Services as well as its effect on our fee will be prepared. We will not proceed without your authorization.

Project Schedule

We developed a schedule to complete the Scope of Services based on our existing availability and understanding of your project schedule. However, this does not account for delays in field exploration beyond our control, such as weather conditions, permit delays, or lack of permission

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

Project Milestones and <i>GeoReport</i> ® Delivery	Time Frame ¹
Notice to Proceed (NTP)	---
Project Planning	Posted within 3 business days after NTP
Field Exploration	Drill dates and times will be coordinated with client 1 day on-site for soil borings
Site Characterization	Posted within 10 business days after completing Field Exploration services
Geotechnical Engineering	Report posted within 5 business days after the Site Characterization Stage

1. Upon receipt of your notice to proceed we will activate the schedule component of our *GeoReport*® website with specific, anticipated calendar dates for the delivery points noted above as well as other pertinent events such as field exploration crews on-site, etc. We will maintain a current calendar of activities within our *GeoReport*® website. In the event of a need to modify the schedule, the schedule will be updated to maintain a current awareness of our plans for delivery.

EXHIBIT D – SITE LOCATION

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa
April 21, 2022 ■ Terracon Proposal No. P08225096

Terracon

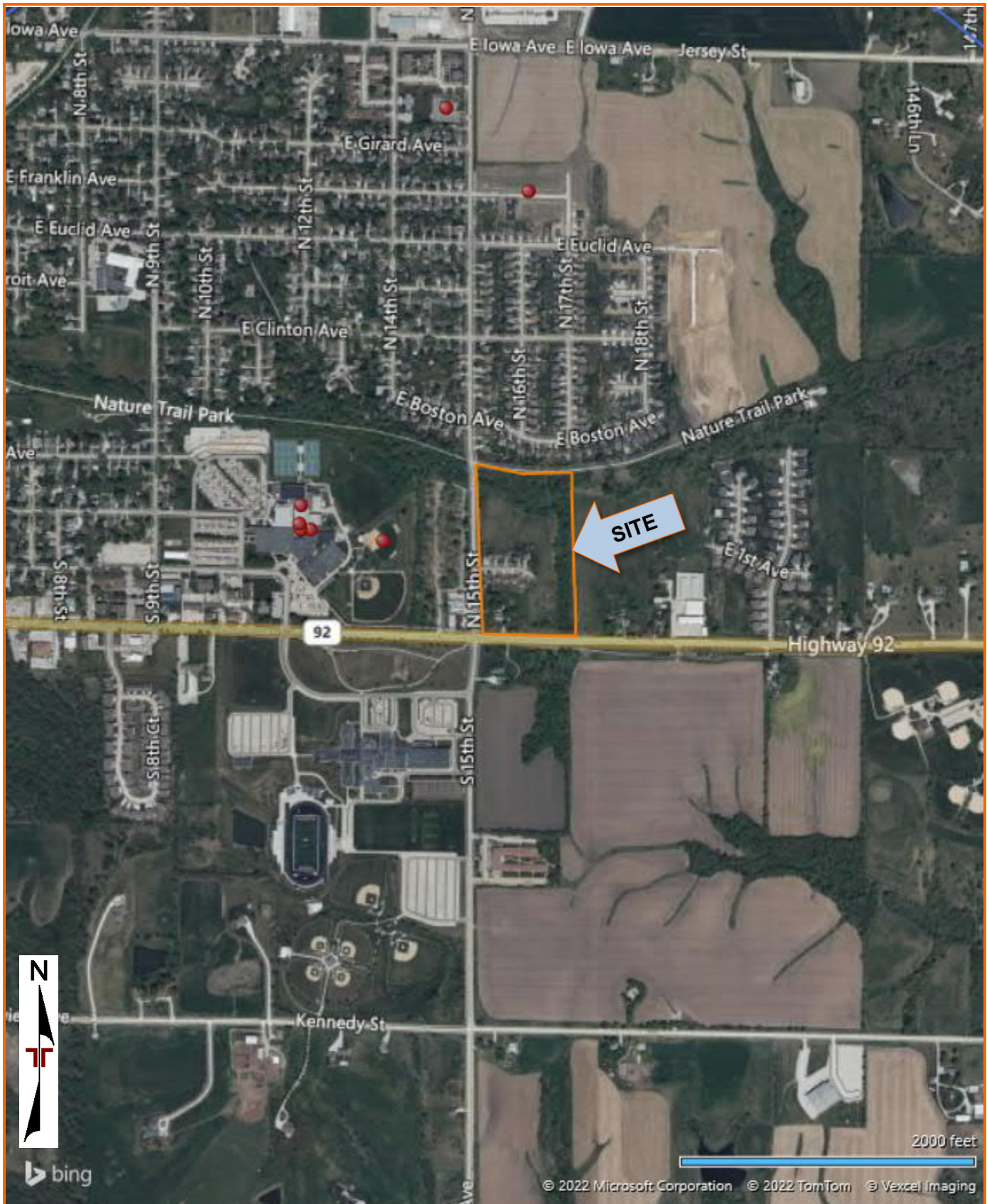


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

MAP PROVIDED BY MICROSOFT BING MAPS

EXHIBIT E – ANTICIPATED EXPLORATION PLAN

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa
April 21, 2022 ■ Terracon Proposal No. P08225096

Terracon

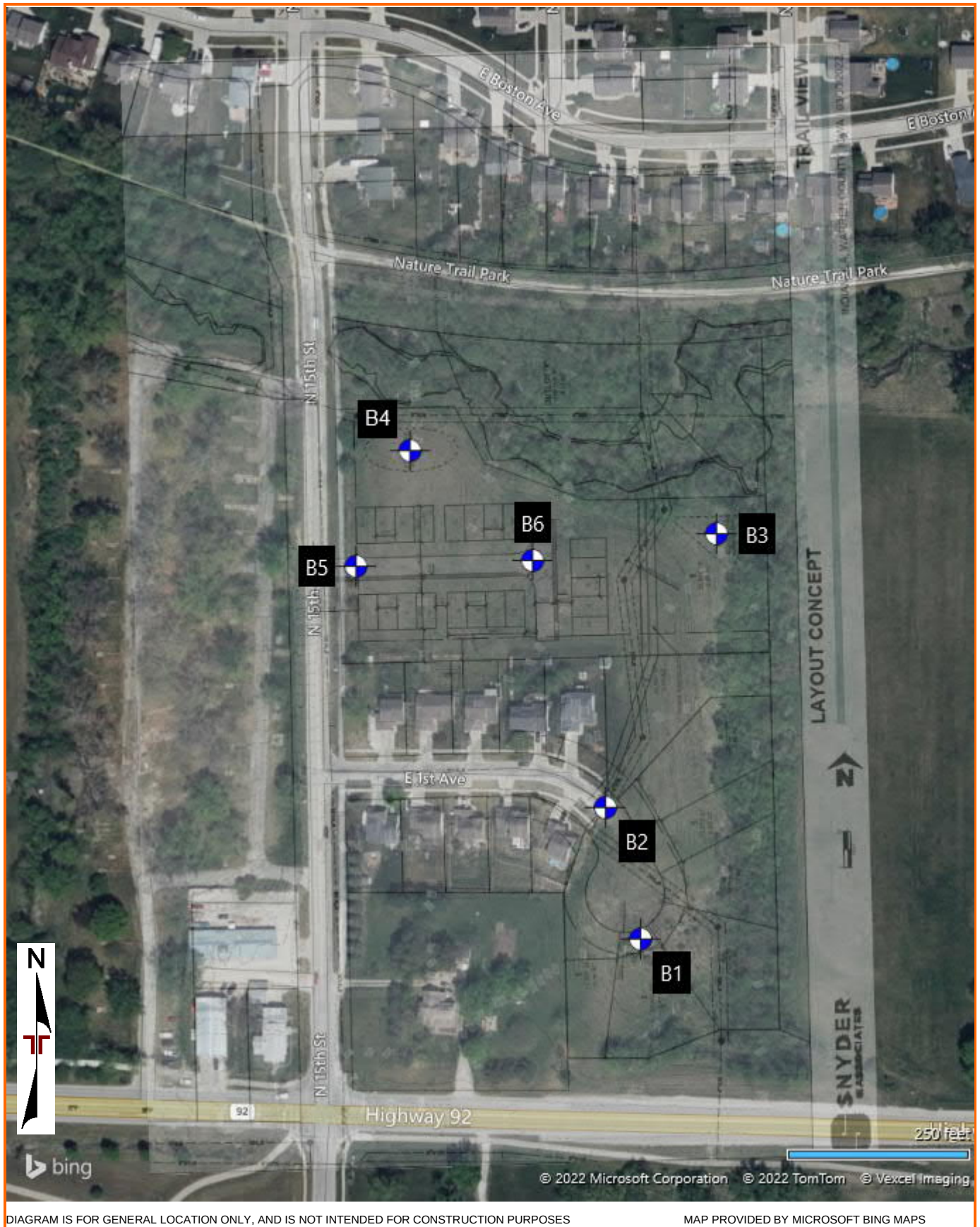


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

MAP PROVIDED BY MICROSOFT BING MAPS

City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION APPROVING AN AGREEMENT WITH TERRACON CONSULTANTS, INC. FOR
GEOTECHNICAL CONSTRUCTION TESTING SERVICES ON TRAIL VIEW - PLAT 2**

WHEREAS, the construction plan review process for the proposed subdivision on Trail View - Plat 2 requires geotechnical engineering investigation services, based on Indianola General Supplemental Specifications to SUDAS (Statewide Urban Design and Specifications); and

WHEREAS, the City of Indianola requires engineering professional services associated with the geotechnical engineering investigation for the proposed subdivision; and

WHEREAS, Terracon Consultants, Inc. has prepared and presented an agreement for those professional services for an amount not to exceed \$6,900; and

WHEREAS, the Council finds that the proposed agreement with Terracon Consultants, Inc. should be approved, and the Mayor authorized to execute the same.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that the agreement between the City of Indianola and Terracon Consultants, Inc., for an amount not to exceed \$6,900, is hereby approved for the proposed subdivision on Trail View - Plat 2 and the Mayor is authorized to execute the agreement on behalf of the City.

APPROVED this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Courtney Silliman, HR Director

Date: June 6, 2022

Subject: Resolution approving a Memorandum of Understanding between the City of Indianola and the International Brotherhood of Teamsters, Local Union 238 and Police Unit regarding changes to health insurance benefits and wages.

Introduction:

Background: The City Council of the City of Indianola, Iowa ("City") entered into a collective bargaining agreement with the International Brotherhood of Teamsters, Local Union 238 ("Union") for the period of July 1, 2022, through June 30, 2025. Said contract governs conditions of employment for members of the Union who are employed by the City.

Discussion: This memorandum of understanding sets forth a correct hourly wage rate for step 4 on July 1, 2024 and identifies changes to the contract regarding health insurance and health savings accounts.

Budget Impact:

Recommendation: Roll call is in order.

Attachments:

1. Indianola PD MOU_Insurance_Wages 06.2022
2. Resolution Approving Police Unit MOU_Insurance_HSA_Wages

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF INDIANOLA, IOWA
AND
TEAMSTERS LOCAL 238**

This Memorandum of Understanding ("Memo") is entered into on this ____ day of May 2022, by and between the City of Indianola, Iowa ("City") and the Chauffeurs, Teamsters and Helpers Local Union No. 238, affiliated with the International Brotherhood of Teamsters ("Union").

WHEREAS City and Union entered into a collective bargaining agreement for the period of July 1, 2022, through June 30, 2025," (the "Contract"); and

WHEREAS the Contract governs certain conditions of employment for members of the Union who are employed by City; and

WHEREAS this memorandum of understanding sets forth a correct hourly rate for step 4 on July 1, 2024 and identifies changes to the contract regarding health insurance and health savings accounts; and

IT IS THEREFORE AGREED, by and between City and Union that parties acknowledge and represent that they are authorized to enter into this Agreement and that the terms and conditions are binding upon the parties, their officers, members, successors and assigns. The undersigned further agree that this interpretation shall be effective upon the execution of this Memo.

The new language/revisions to the Contract shall be as set forth in red as set forth on the document attached and incorporated as part of this agreement.

THE CITY OF INDIANOLA, IOWA

By: _____

Title: _____

Date: _____

TEAMSTERS LOCAL 238,

By: 

Title: Business Agent

Date: 5-24-2022

APPENDIX A**WAGES**

Effective July 1, 2022
Public Safety Pay Scales

6.00%**Police Officer/Detective**

Hire	1	2	3	4	5
	66,092.90	69,524.04	73,233.01	77,086.82	81,144.84
62,788.80	31.78	33.43	35.21	37.06	39.01
30.19					

Step increase with each anniversary.

Effective July 1, 2023
Public Safety Pay Scales

5.00%**Police Officer/Detective**

Hire	1	2	3	4	5
65,928.24	69,397.55	73,000.24	76,894.66	80,941.16	85,202.08
31.70	33.36	35.10	36.97	38.91	40.96

Step increase with each anniversary.

Effective July 1, 2024
Public Safety Pay Scales

5.00%**Police Officer/Detective**

Hire	1	2	3	4	5
69,224.65	72,867.43	76,650.25	80,739.39	84,988.22	89,462.18
33.28	35.03	36.85	38.82	36.71 40.86	43.01

APPENDIX B

Health and Prescription Drug Insurance

Benefit Plan Year 7/1/2022 - 6/30/2025			
Qualified High Deductible Health Plan w/ HSA			
Medical		In-Network	Out-of-Network
Single Deductible		2800	2850
EE Spouse, Child(ren), Family Deductible		5400	5700
Coinsurance		100%	80%
Single Out of Pocket (OOP)		2800	3350
Family Out of Pocket (OOP)		5400	6700
Coinsurance - after deductible		100% plan	80% plan
Office Visit - PCP			
Office Visit - Specialist			
Urgent Care			
Hospital Inpatient & Outpatient			
Emergency Room Services			
Imaging (CT/PET scans, MRI, etc.)			
Diagnostic Testing (x-ray, blood work, etc.)			
Pregnancy-prenatal, postnatal, delivery & all inpatient services			
Substance Abuse Outpatient & Inpatient Services			
Mental/Behavioral Health Services			
Pharmacy			
Preventive Care/Screenings/Immunization - deductible waived in-network only		100% plan/0% member	80% plan/20% member

Coverage Tier	Per Pay Amount as of July 1, 2022	
Employee Only	\$42.13	Employee portion is approximately 12% of total premium.
Employee + Spouse	\$78.27	
Employee + Children	\$69.93	
Family	\$114.71	

In the event the total cost of the health insurance premiums increases by ten percent (10%) or more, the City has the ability to increase the employee's insurance contribution by no more than five percent (5%).

Health Savings Account

City will fund employee HSA accounts with \$1,200 on the first pay period in January 2022. City will fund employee HSA accounts with \$2,400 on the first pay period in January 2023. City will fund employee HSA accounts with \$1,200 on the first pay period of January 2024 and January 2025. City will match employee contributions up to \$26.92 per pay period and \$76.92 for all other tiers. Employees must be enrolled in the City's health insurance to receive the funding and match.

The \$1,200 will be prorated for new **hires enrollees** based on their **hire date of coverage**. If **hired enrolled** between:

- January through March new **employees enrollees** will receive 100% of the \$1200.
- April through June new **employees enrollees** will receive 75% of the \$1200.
- July through September new **employees-enrollees** will receive 50% of the \$1200.
- October through December new **employees enrollees** will receive 25% of the \$1200.

RESOLUTION NO. 2022-912

**RESOLUTION APPROVING THE MEMORANDUM OF
UNDERSTANDING BETWEEN THE CITY OF INDIANOLA AND THE
INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL UNION
238 AND
POLICE UNIT**

WHEREAS, the City Council of the City of Indianola, Iowa (“City”) entered into a collective bargaining agreement with the International Brotherhood of Teamsters, Local Union 238 (“Union”) for the period of July 1, 2022, through June 30, 2025; and

WHEREAS, said contract governs conditions of employment for members of the Union who are employed by the City; and

WHEREAS, this memorandum of understanding sets forth a correct hourly rate for step 4 on July 1, 2024 and identifies changes to the contract regarding health insurance and health savings accounts; and

NOW, THEREFORE, BE IT RESOLVED by and between the City and the Union that parties acknowledge and represent that they are authorized to enter into this Agreement and that the terms and conditions are binding upon the parties, their officers, members, successors and assigns.

BE IT FURTHER RESOLVED that the undersigned further agree that this memorandum is hereby approved, and the interpretation shall be effective upon execution of this Memo.

PASSED this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From:
Date: June 6, 2022
Subject: Resolution approving salaries.

Recommendation: Roll call is in order.

Attachments: 1. Res 2022- approving salaries

City of Indianola
RESOLUTION NO 2022-

RESOLUTION APPROVING SALARIES

This action sets salaries in accordance with the personnel management guide, union contract and seasonal salaries.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Micah Bardwell, to Seasonal Sports Complex Concession Worker, \$9.25/hour, effective May 15, 2022; and

Carson Hamilton, to Seasonal Sports Complex Concession Worker, \$9.25/hour, effective May 15, 2022; and

Abbie Corbett, to Seasonal Lifeguard Year 1, \$10.00/hour, effective May 16, 2022; and

Tracy Van Zante, Part-time, to EMS/Paramedic, \$20.499/hour, effective May 22, 2022; and

Rebekah Ward, to Part-time Library Assistant, CE1, \$13.89/hour, effective May 23, 2022; and

Vivian Keyte, to Seasonal Lifeguard Year 1, \$10.00/hour, effective May 24, 2022; and

Augusta Olander, to Seasonal Pool Operations Year 2, \$9.50/hour, effective May 30, 2022; and

Connor Skultety, Operations Specialist, to R19-3, \$50,117.81/year, effective June 5, 2022; and

Passed and approved this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: June 6, 2022
Subject: Receive and file the April 2022 EMS Billing Activity Report.

Introduction:

Background: EMS billing activity for the month of April 2022 from Digitech LLC.

Major Incident Type	# of Incidents	% of Total
Fires	8	3.49%
Rescue & Emergency Medical Service	182	79.48%
Hazardous Condition (No Fire)	4	1.75%
Service Call	16	6.99%
Good Intent Call	8	3.49%
False Alarm & False Call	11	4.8%
Total	229	100%

Discussion:

New Charges: \$62,358.27	All Accounts Collected Old/New: \$64,035.15
Billable Transports: \$134,031.00	Non-Transports Collected: \$0
Non-Transports Billable: \$0	Unidentified Payments Collected: \$0
Total Non-Billable: (\$2380.00)	Refunds: (\$1676.88)
ALS Tier: 0	Accounts Closed Forward to Iowa Income Offset: (\$0)
Total Accounts Created: \$133,051.00	Net Total Collected: \$62,358.27

Budget Impact: EMS TruBank account balance reflected April 30, 2022 is \$701,414.01

Recommendation: Simple motion to receive and file the report is in order.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Asst. Finance Director

Date: June 6, 2022

Subject: Consideration of the re-appointment of Stephen Stark to the Civil Service Commission for a term beginning April 1, 2022 and ending April 1, 2026.

Recommendation: Roll call is in order.

Attachments: 1. Stark Reappointment Application



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: Stephen Stark		Today's Date: 5/3/22	
Street Address: [REDACTED]			
City, State, Zip: Indianola, IA 50125		Years Resided in Indianola: 15	
Email: [REDACTED]			
Home Phone:	Cell Phone: [REDACTED]	Work Phone:	
Occupation: Compliance Officer II			
Gender: Male	Age (Optional): 49	Race (Optional): White	
Have you previously volunteered on a City Board, here or elsewhere? Yes. Indianola			
Board Name: Civil Service	Years Served: 4	City: Indianola	
Application for (Name of Board/Commission or Committee): Civil Service			
Why do you want to serve on this Board/Commission or Committee? I feel like Indianola is a unique place to live. I want to give back to our city where I've lived and raised my family.			
What will you contribute to this Board/Commission or Committee? I started in law enforcement in 2000 as a patrol officer. From my knowledge and experience in the field I feel like I have a good perspective on what our city should be looking for to continue to keep the quality of service with the police and fire department's.			

Please attach additional pages if necessary.

Boards, Commissions and Committees

☐	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☒	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Downtown Square Commission consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
☐	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
☐	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.



MEMORANDUM

To: Mayor and City Council

From:

Date: June 6, 2022

Subject: Consideration of the re-appointment of Andrew Brittingham to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.

Recommendation: Roll call is in order.

Attachments: 1. Brittingham_IPLBoard_Application

Indianola City Council
City of Indianola
Indianola, IA 50125

January 30, 2022

Council Members and Madam Mayor

This letter, and the attached application and resume, serve to indicate my desire to seek re-appointment as a member of the Indianola Public Library Board of Trustees. It has been my honor to serve on the IPL Board for the last 6 years and I am proud of its accomplishments. During my time on the Board, the IPL has welcomed a new Library Director, expanded hours and services, launched a new integrated library system software platform, and made numerous improvements to the library's interior to improve access, appearance, and functionality. The ability of the IPL to continue to provide services to the community during the COVID pandemic is a testament to the creativity and dedication of the Library Director and her staff. I look forward to having the opportunity to continue to work alongside such a committed group of individuals.

Please contact me should you need any additional information or wish to discuss my application further.

Sincerely,



Andy Brittingham
206 North H Street
Indianola, IA 50125

[REDACTED]
515-[REDACTED]



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, interested individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

Citizens applying for a position must live within City limits unless applying for the IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name:
Andrew Brittingham

Today's Date:
01/30/2022

Street Address:
206 North H Street

City, State, Zip:
Indianola, Iowa, 50125

Years Resided in Indianola:
22 years

Email:
[REDACTED]

Home Phone:
515-962-9197

Cell Phone:
[REDACTED]

Work Phone:
[REDACTED]

Occupation:
University Professor (Des Moines University)

Have you previously volunteered on a City Board, here or elsewhere? Yes

Board Name: Indianola Library Board of Trustees

Years Served: 6

City: Indianola, Iowa

Gender: Male

Age (Optional): 55

Race (Optional): Caucasian

Application for (Name of Board/Commission or Committee):
Indianola Library Board of Trustees

Why do you want to serve on this Board/Commission or Committee?

I have been involved with the IPL for more than 15 years. I value the role that the Library plays within the community. I believe that the Library serves as a resource for both information and opportunity within the community, and provides opportunities for both education and recreation to families. An active and vibrant Library is a community hub, allowing people to connect with information and each other.

What will you contribute to this Board/Commission or Committee?

I have served on the IPL Board of Trustees for the past six years. I have served as Secretary, Vice-President and currently President of the Board. I have been involved in the hiring and annual evaluation of the library director, the review, revision and adoption of library policies and the approval of library expenditures. I have worked collaboratively with the library director on matters related to budgeting and strategic planning. I am familiar with the challenges currently facing the IPL, and have been involved in discussions with members of City Council and City Manager aimed at developing strategies to best serve the citizens of Indianola.

Boards, Commissions and Committees

☐	Board of Adjustment meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4th Thursday of the month.
☒	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee reviews options to become a "greener" community and reduce the city's carbon footprint.
☐	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.

Andrew Brittingham, PhD

206 North H Street

Indianola, IA 50125

(515) [REDACTED]

Education

Ph.D. (Microbiology and Immunology)	Temple University School of Medicine	1997
B.S. (Biology)	Philadelphia College of Pharmacy and Science	1988

Employment

Professor	2000-present
-----------	--------------

Des Moines University, Department of Microbiology and Immunology

Responsible for the design, delivery and assessment of curricular elements for medical and health professional students. Experienced leadership in faculty recruiting, peer evaluation, strategic planning and governance. Accomplished scholar in the fields of microbiology and infectious disease.

Postdoctoral Research Fellow	1997-2000
------------------------------	-----------

University of Iowa, Division of Infectious Disease

Laboratory Assistant	1990 -1991
----------------------	------------

Merck, Sharp & Dohme Pharmaceutical

Research Assistant	1988-1990
--------------------	-----------

Temple University, School of Medicine

Professional Activities

Peer reviewer for a variety of scientific and biomedical journals. Evaluate the suitability of manuscripts submitted for publication based on scientific merit and impact on current knowledge in the field.

Grant reviewer for federal, state, and international funding agencies. Evaluate and prioritize grant proposals for funding based on scientific merit, impact on the field, and likelihood of success. (National Institutes of Health, Iowa Science Foundation, Health Research Council of New Zealand, East Asia Science and Innovation Area Joint Research Program)

Leadership roles in several local and regional scientific societies. Organized local and regional scientific conferences. (Iowa Academy of Science, North Central Branch of the American Society of Microbiology; Midwest Conference of Parasitologists)

Examination item writing and standard setting for national licensing examinations. Participate in the creation and evaluation of exam items used for national licensing exams for the evaluation of physician competency. (National Board of Osteopathic Medical Examiners, National Board of Podiatric Medical examiners)

Indianola Community Involvement

Indianola Public Library

Indianola Public Library, Board of Trustees 2016-present
Currently completing my first 6-year term as an IPL Trustee. Served as Secretary, Vice-President and currently President of the Board. Involved in the hiring and annual evaluation of the library director; the review, revision and adoption of library policies; the approval of library expenditures. Work collaboratively with the library director on matters related to budgeting and strategic planning.

Strategic Planning Community Advisory Committee 2015
Participated in group discussions facilitated by a representative from the State Library of Iowa and the IPL director to provide guidance on a new IPL Strategic Plan.

Friends of the Indianola Public Library, Board of Directors 2007-2009
Worked with Board members to promote and financially support projects and activities to advance the mission of the IPL and benefit the citizens of Indianola. (New furniture for children's area, Summer Reading Program, Advanced Preview of Iowa Public Television's Ken Burns Documentary)

Boy Scouts of America

Indianola Boy Scout Troop 123 2014-2021
Served as member of the Troop Committee and an involved parent. Helped Scouts plan, organize and attend campouts, high-adventure treks, merit-badge workshops, and weekly meetings. Served on Boards of Review and assisted in the completion of Eagle Scout Projects.

Indianola Cub Scout Pack 126 2009-2014
Served as a Den Leader for more than one dozen boys. Planned and delivered activities for Den meetings and Pack events. Procured two grants through the Warren County Philanthropic Partnership Program to outfit the Pack with a trailer.

Indianola Community Schools

School Improvement Advisory Committee 2019-2020
Attended information sessions and provided input on topics related to student wellness, use of technology in the classroom, and student performance data.



MEMORANDUM

To: Mayor and City Council

From:

Date: June 6, 2022

Subject: Consideration of the re-appointment of Tom Smith to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.

Recommendation: Roll call is in order.

Attachments: 1. Tom Smith - Reappointment Application



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: Thomas Smith		Today's Date: 4-14-2022	
Street Address: 503 North I Street			
City, State, Zip: Indianola		Years Resided in Indianola: 16	
Email: [REDACTED]			
Home Phone:	Cell Phone: 515 [REDACTED]	Work Phone:	
Occupation: Advancement Officer			
Gender: Male	Age (Optional):	Race (Optional):	
Have you previously volunteered on a City Board, here or elsewhere? Yes			
Board Name: Library	Years Served: 4	City: Indianola	
Application for (Name of Board/Commission or Committee): Library			
Why do you want to serve on this Board/Commission or Committee? To continue the work already started with respect to possible building initiatives, and further the interests of the library as a critical part of the city infrastructure.			
What will you contribute to this Board/Commission or Committee? A familiarity with the community, a sense of practicality and strategic focus.			

Please attach additional pages if necessary.

Boards, Commissions and Committees

☐	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Downtown Square Commission consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
☒	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
☐	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.



MEMORANDUM

To: Mayor and City Council

From:

Date: June 6, 2022

Subject: Consideration of the appointment of Randi Malone to the Library Board of Trustees for a term beginning July 1, 2022 and ending July 1, 2028.

Recommendation: Roll call is in order.

Attachments: 1. Randi Malone Application



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: Randi Malone		Today's Date: 03/30/2022	
Street Address: 806 W 1st Avenue			
City, State, Zip: Indianola, IA 50125		Years Resided in Indianola: 1.5	
Email: [REDACTED]			
Home Phone: n/a	Cell Phone: [REDACTED]	Work Phone: [REDACTED]	
Occupation: Association Management Account Manager			
Gender: Female	Age (Optional): 36	Race (Optional): White	
Have you previously volunteered on a City Board, here or elsewhere? No			
Board Name:	Years Served:	City:	
Application for (Name of Board/Commission or Committee): Library Board of Trustees			
Why do you want to serve on this Board/Commission or Committee? I would like to serve on the Library Board of Trustees because I believe in what public libraries offer to our communities. I would like the opportunity to give back to the community by serving on the board and participating in the process to make the Indianola library even better for our city's residents.			
What will you contribute to this Board/Commission or Committee? I have over a decade of experience working with boards in different capacities. As part of my current job, I currently serve as the Executive Director for the Iowa Library Association. I believe that my experience as an association executive, and in particular, my experience with the library association, gives me a unique perspective that will allow me to be an effective member of the board.			

Please attach additional pages if necessary.

Boards, Commissions and Committees

☐	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Downtown Square Commission consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
☒	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
☐	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.

March 30, 2022

City of Indianola
City Clerk's Office
110 N 1st St #3
Indianola, IA 50125

To Whom it May Concern:

My name is Randi Malone and I am interested in the available board position for the Library Board of Trustees. I currently work as an Association Management professional at Diversified Management Services in West Des Moines, IA, where I have been employed for 14 years. In my role at the company, I serve as the Executive Director for three nonprofit associations in various industries. As the Executive Director for those associations, I am responsible for the client's daily operations, services to the board, event planning, budget planning, and various other duties.

Over the years I have attended several leadership academies and volunteered for a number of civic organizations and events, including but not limited to: Wildwood Hills Ranch, Bidwell Riverside, Open Bible Churches, West Des Moines Public Schools and Des Moines Public Schools. I am confident that my work experience, coupled with my volunteer experiences, would enable me to be an effective and engaged board member on the Indianola Library Board of Trustees.

As a more recent resident to our city, I have a great appreciation and passion for this amazing community and all it has to offer and I would be happy to give back by serving in this capacity.

Sincerely,
Randi Malone



RANDI MALONE

ASSOCIATION MANAGEMENT PROFESSIONAL

CONTACT

✉ [REDACTED]@gmail.com



[REDACTED]

📍 806 W 1st Ave, Indianola, IA

SKILLS

- Goal Setting & Strategic Planning
- Prompt & Clear Communications
- Ability to Work Collaboratively
- Leadership Experience
- Industry Expertise
- Team/Staff Management
- Budgeting
- Project Management

REFERENCE

STACY GOODHUE

Director, Carlisle Public Library
515.989.0909
sgoodhue@carlisleiowa.org

I am an experienced Association Management Professional who has over a decade of experience working with nonprofit boards and committees.

RELEVANT EXPERIENCE

DIVERSIFIED MANAGEMENT SERVICES

Administrative Assistant | Mar 2008 - Dec 2009

- Performed administrative & receptionist duties
- Assisted Executive Directors with projects as-needed

Office Manager | Jan 2010 - March 2013

- Coordinated office operations & oversaw administrative staff
- Assisted Executive Directors with projects as-needed

Associate Director | March 2013 - August 2019

- Worked independently on small clients
- Assisted and executed projects as assigned by Executive Director

Account Manager/Exec. Director | March 2019 - present

- Assigned to 3 association clients
- Manage and oversee budgets, operations, and events
- Oversee team staff

EDUCATION BACKGROUND

BA POLITICAL SCIENCE & SOCIOLOGY

Central College | August 2003 - May 2007



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Asst. Finance Director

Date: June 6, 2022

Subject: Consideration of the re-appointment of Bob Greener to the Veteran's Memorial Aquatic Center Commission for a term beginning July 1, 2022 and ending July 1, 2025.

Recommendation: Roll call is in order.

Attachments: 1. Greener Reappointment Application 2022



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: ROBERT GREENER		Today's Date: 4-15-22
Street Address: 208 N 15TH ST		
City, State, Zip: INDIANOLA IA 50125		Years Resided in Indianola: 39
Email: greenbobber34@gmail.com		
Home Phone:	Cell Phone: 515- [REDACTED]	Work Phone: 515 961. 9403
Occupation: FIREFIGHTER/EMT		
Gender: MALE	Age (Optional): 33	Race (Optional): WHITE
Have you previously volunteered on a City Board, here or elsewhere? YES		
Board Name: VMAC	Years Served: 9+	City: INDIANOLA
Application for (Name of Board/Commission or Committee): VMAC		
Why do you want to serve on this Board/Commission or Committee? SERVED PREVIOUSLY		
What will you contribute to this Board/Commission or Committee? AS I HAVE BEFORE		

Please attach additional pages if necessary.

Boards, Commissions and Committees

☐	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Downtown Square Commission consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
☐	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
☒	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.



MEMORANDUM

To: Mayor and City Council
From:
Date: June 6, 2022
Subject: Resolution adopting the 2022 Strategic Plan.

Recommendation: Roll call is in order.

Attachments:

1. Res 2022- adopting strategic plan
2. Indianola Strategic Plan Booklet

City of Indianola
RESOLUTION NO. 2022-

RESOLUTION ADOPTING THE 2022 STRATEGIC PLAN

WHEREAS, on January 31, 2022, the City of Indianola elected officials and staff conducted a workshop to review and update the City's Strategic Plan; and

WHEREAS, the purpose of this strategic planning process was to create clarity among the decision makers, with the support of staff leaders, regarding the priorities for 2022 and beyond; and

WHEREAS, the Strategic Plan will continue to guide decision-making and investment during the next two to three years; and

WHEREAS, elected officials defined the set of core values that drive the City's leaders and employees to act in the best interests of the community members of Indianola.

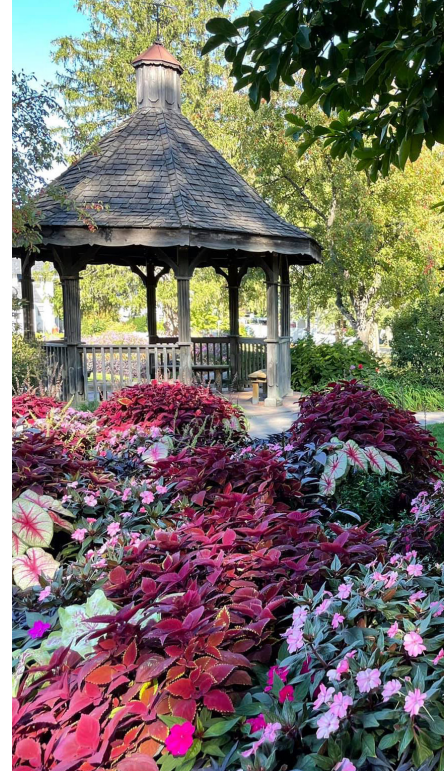
NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Indianola that the attached Strategic Plan is hereby adopted.

Passed and adopted this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



2022 STRATEGIC PLAN indianola



TABLE OF CONTENTS

Forward

Part I: The Game Plan

- Process
- Purpose + Clarity
- Why Do We Exist?
- Our Core Values
- Strategic Lenses
- 2022 Priorities
- What's Next?

Part II: Background

- Indianola is a Successful City Because...
- Goals + Priorities Brainstorming



A photograph of a modern building with large glass windows and doors, illuminated from within. The building is set against a dark blue twilight sky. A large, dark tree is visible on the left side of the frame. The foreground shows a dark, paved area and some greenery. The text is overlaid in white, sans-serif font.

High-quality education.
A thriving business economy.
Enriching amenities.
Small-town character.

Forward

Indianola is a city on the rise! We have set our sights on higher ground, and it shows in the number of new building permits, new subdivision plats, and total value of capital improvement projects.

As part of our mission statement, our goal is to make every citizen proud to be a part of the City of Indianola and to have those who visit, want to be part of it.

We are honored to serve our great community. It is a humbling responsibility to bring the expectations and opportunities of our city to fruition.

Our strength is our community. Indianola is growing at a pace that fits our public dynamic. A vibrant, prideful city within minutes of the Des Moines Metro – Indianola offers a small-town feel with big city vibes.

Good city planning proactively manages growth by preparing for the future and anticipating the needs of established businesses and residents. The 2022 Indianola Strategic Plan reflects the input of engaged citizens, community, and business partners, elected officials, and city staff.

The City's mission, vision, and values provided the foundation for the strategic plan and together, we developed new policies, actions, and initiatives. The result is an innovative plan that is committed to providing exceptional municipal services and city resources that balance the diverse needs of our community.

A plan is just the beginning. Our promise is that we will use this plan as our playbook, a transparent and trackable guide with an emphasis on partnership, accountability, responsive budgeting, and innovation.

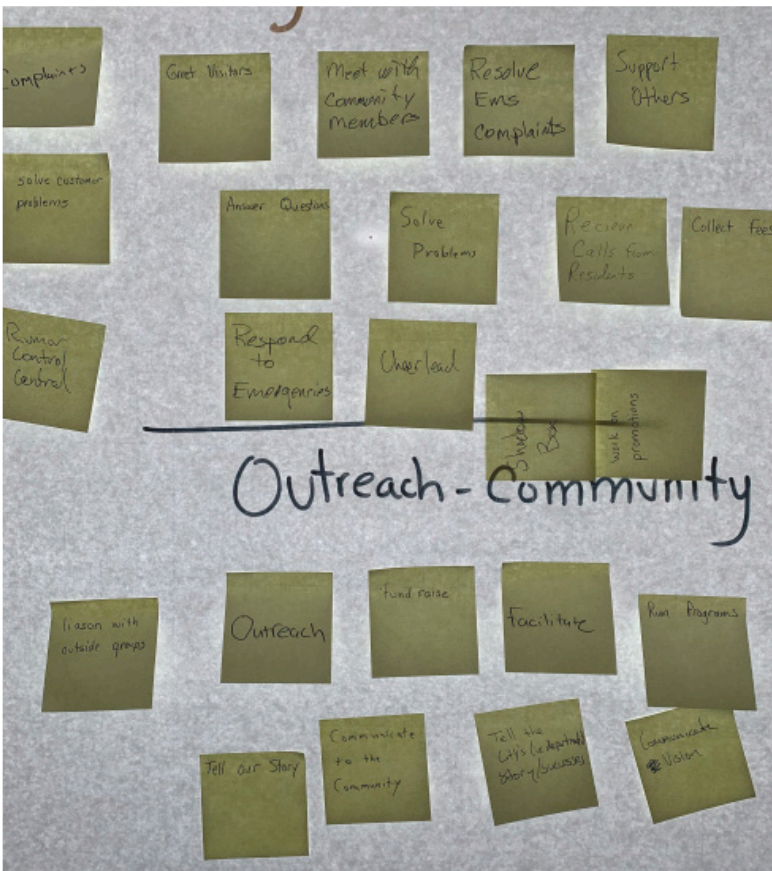
We are extremely grateful for the tremendous effort put into this plan. With this plan as our guidebook, together we will advance Indianola to extraordinary heights.

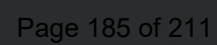
Stephanie Erickson – Mayor
John Parker Jr – City Council – Ward 1
Ron Dalby – City Council – Ward 2
Gwen Schroder – City Council – Ward 3
Christina Beach – City Council – Ward 4
Heather Hulen – City Council – At-Large
Steve Richardson – City Council – At-Large





PART I: THE GAME PLAN

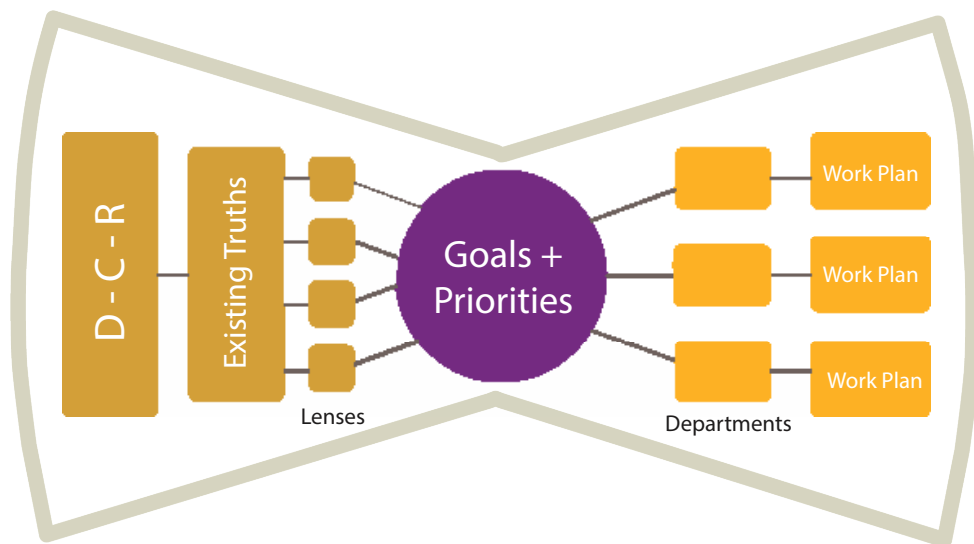




PART I: THE GAME PLAN

Process

On January 31, 2022, a workshop was conducted that included the Mayor, City Council members and several of the City's department heads. This work session was open to the public with one member of the local news media in attendance. Department heads were present to provide insight and information to the elected officials when needed. The Mayor and City Council members were asked to provide their input on topics related to the ongoing success of the community, they engaged in team-building scenario exercises, and ultimately identified a concise set of priorities for 2022.





PART I: THE GAME PLAN

Purpose

Indianola City officials have made great strides in recent years working together for the collective prosperity of the community. This is leading to new opportunities in economic development, infrastructure improvements and expanded quality of life amenities, all priorities identified in *Elevate Indianola*, a Comprehensive Plan that was prepared with the citizens of Indianola in 2019-2020. In order to continue this success, the City engaged Confluence to facilitate a workshop with leadership to update our Strategic Plan and to identify the Key Initiatives that will guide decision-making and investment during the next 2 to 3 years. Additionally, Elected Officials confirmed the set of core values that drive the City's leaders and employees to act in the best interests of the community members of Indianola.

Clarity

The purpose of this strategic planning process is to create clarity among the decision makers, with the support of staff leaders, regarding the priorities for 2022 and the following 1-2 years.





PART I: THE GAME PLAN

Why Do We Exist?

Through thoughtful decision-making and equitable investment of resources, the City provides the foundation for Indianola residents to enjoy a great quality of life.

How Do We Do This?

Act with integrity and transparency to thoughtfully utilize our resources for the best interest of the Indianola community.



A group of students and adults are gathered around a young tree in a grassy field. One student is using a shovel to dig a hole, while others are holding the tree steady. In the background, there are trees, a clear blue sky, and a white truck. The scene is outdoors and appears to be a community or school activity.

"As stewards of public resources, we act with integrity and transparency, driven by a persistent commitment to provide equitable solutions that lead to long-term community success."

PART I: THE GAME PLAN

Our Core Values

Core values are those values that define you as an individual or organization. They are what make you who you are. While aspirational values may change over time, core values should not. They are the values that you are willing to struggle for and to maintain at all costs.

Integrity

Our actions are honest and consistent, whether or not anyone is watching, and we maintain high moral character.

Equitable

Community investment is made in the interest of the common good and based on need and long-term impact. We do not choose favorites.

Stewardship

We thoughtfully care for the assets with which we are entrusted for the long-term benefit of the community.

Transparent

We engage each other and the community with open and honest dialog.

Persistent

Our long-term growth takes continuous effort and a commitment to always strive for collective success.

A hand holding a magnifying glass over a dirt path in a field. A red circle is overlaid on the left side of the image, containing the title and introductory text. The background is a soft-focus photograph of a hand holding a magnifying glass over a dirt path in a field.

Strategic Lenses

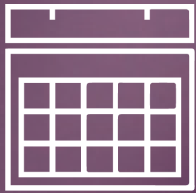
For successful long-term growth and viability, critical decisions that the City of Indianola makes should consider all the following categories or “Strategic Lenses” of governance.

PART I: THE GAME PLAN



Customer Service & Outreach

The City is in the business of providing service to its residents. Both internal and external services are directly impacted by the decisions of the City Council. Regular and timely communication is important to instilling trust and building support for key initiatives.



Future Planning

In every decision that is made, leaders must consider the City's long-term plans and the effects of today's actions on tomorrow's goals.



Staffing / Human Capital

Providing quality services and programs requires personnel that are technically skilled and community minded. As the community grows and services expand, so too must the staff to manage that growth.



Facilities & Equipment

Facilities and equipment needs, parks and open space, roads and infrastructure require ongoing attention and planned investment to keep up with space needs and to minimize major failures in service due to deferred maintenance.



Budget & Finance

All staffing resources, capital assets, services, and long-term success require thoughtful investment of public funds. Thus, honest and accurate budgeting is imperative and interrelated across all strategic lenses.



PART I: THE GAME PLAN

2022 Priorities

Trying to prioritize too many items within any given period can lead to confusion of purpose among those charged with implementation. When too many things are deemed “top priority” staff struggles with how best to take action and can find themselves at odds with each other and with leadership – trying to maintain progress on too many fronts while not successfully completing any. Many groups struggle with this, and it stems from a lack of clarity and trying to prioritize too many things or not prioritizing anything. Indianola leadership has already made great strides in building clear direction among staff, which was reinforced during the 2020 strategic planning process as well as this 2022 update.

While there are many important things that will need attention in the coming months and years, the City Council has committed to focusing on five Main Priorities in 2022.

Public Facilities Study & Bond Referendum

Complete the facility study evaluating City Hall, the Library and Public Safety facilities and prepare for a Public Facilities Bond Referendum in 2022.

Road Paving Capital Improvement Plan

Develop a comprehensive plan to prioritize paving of gravel roads throughout the City.

Gateway + Corridor Improvements

Develop a plan to implement beautification and identity enhancements at key City entries and corridors.

Public Health + Animal Control

Renewed focus on public health issues in Indianola including evaluation of local services and codes pertaining to animal protection and control.

Staffing Plan

Complete a comprehensive staffing plan and compensation review for all City positions.

What's Next?

The hardest part of implementing any strategic plan is knowing what to do first – how to take that first step. The most important thing to do is “something”.

Work Plan

Achieving the priorities identified by City Council will take continued thoughtful and collaborative effort among the elected officials, city staff, city advisory committees, and even volunteer groups. In a coordinated effort led by the City Manager, Department Leaders are working with their teams and with each other to develop their departmental work plans.

Plans should:

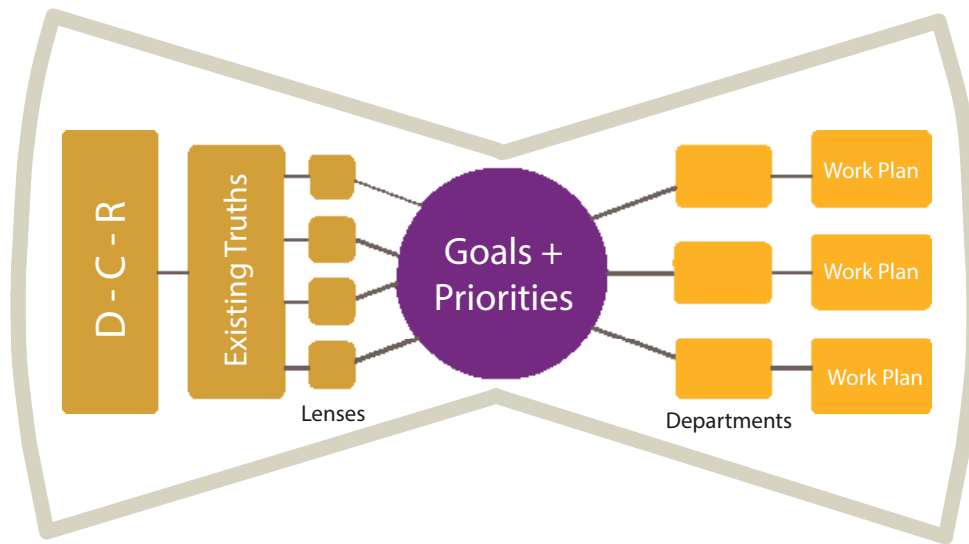
- Identify budgetary requirements,
- Account for staff and equipment resources,
- Outline realistic timelines,
- Identify any conflicts or potential roadblocks and possible solutions, and
- Clearly identify roles and accountability.

The consolidated work plans will become the basis for Capital Improvement Planning and budget/funding strategy and will aid in coordinating scheduling of various initiatives. They are not a static tool and should be reviewed regularly and updated on an as needed basis to keep pace with progress on the various activities.

Transparency

Department Leaders have engaged their teams in development of work plans and they should continue to share these plans with their team members periodically so that they understand how their daily/weekly activities support the big picture. When employees can connect their daily routine to a common goal or higher purpose, they tend to approach their job with more purpose.

PART I: THE GAME PLAN



Department Work Plans



Open Facilities

SIT NEAR
SPACE HEATER
OR
FAN (sound)

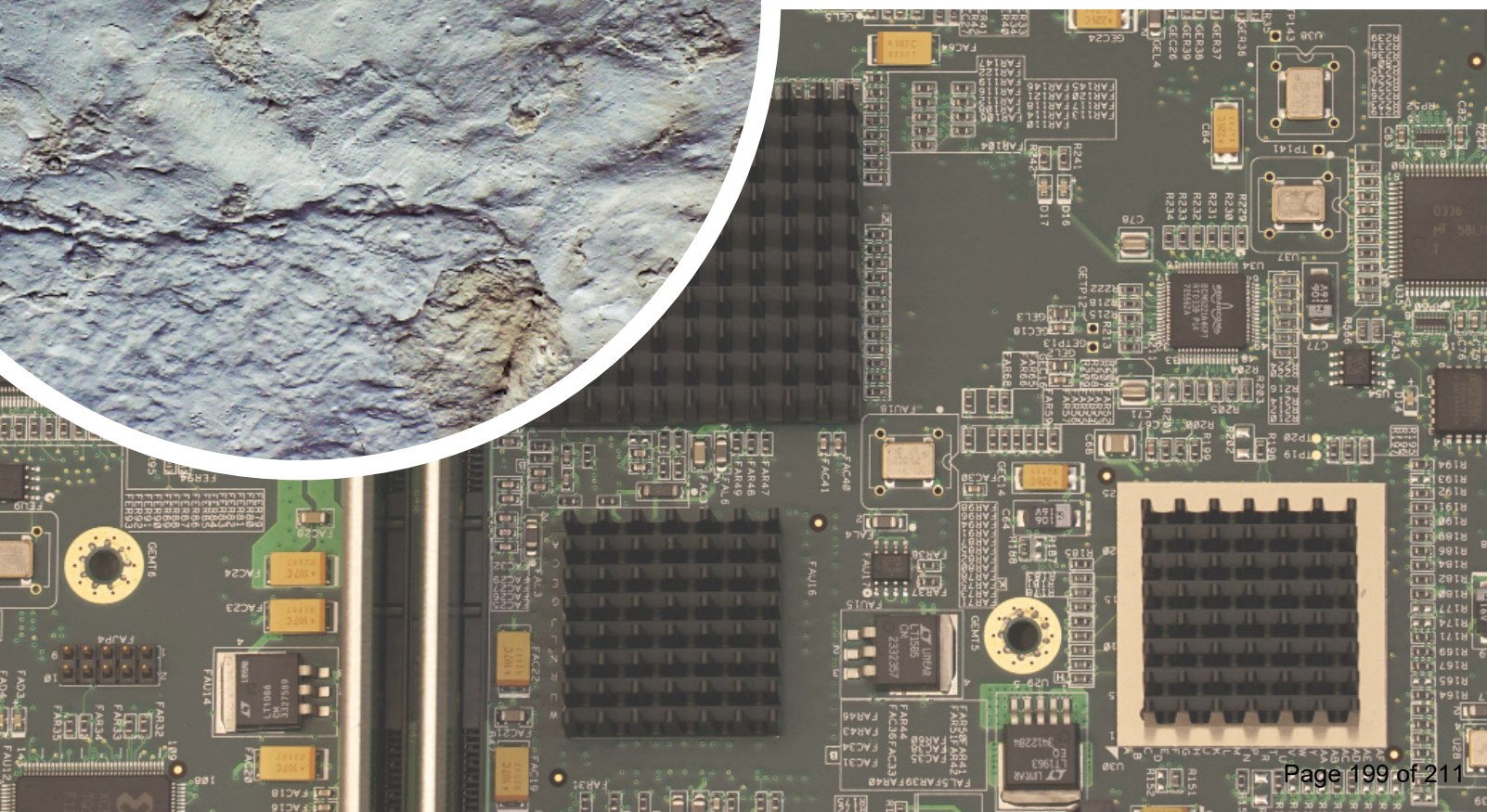
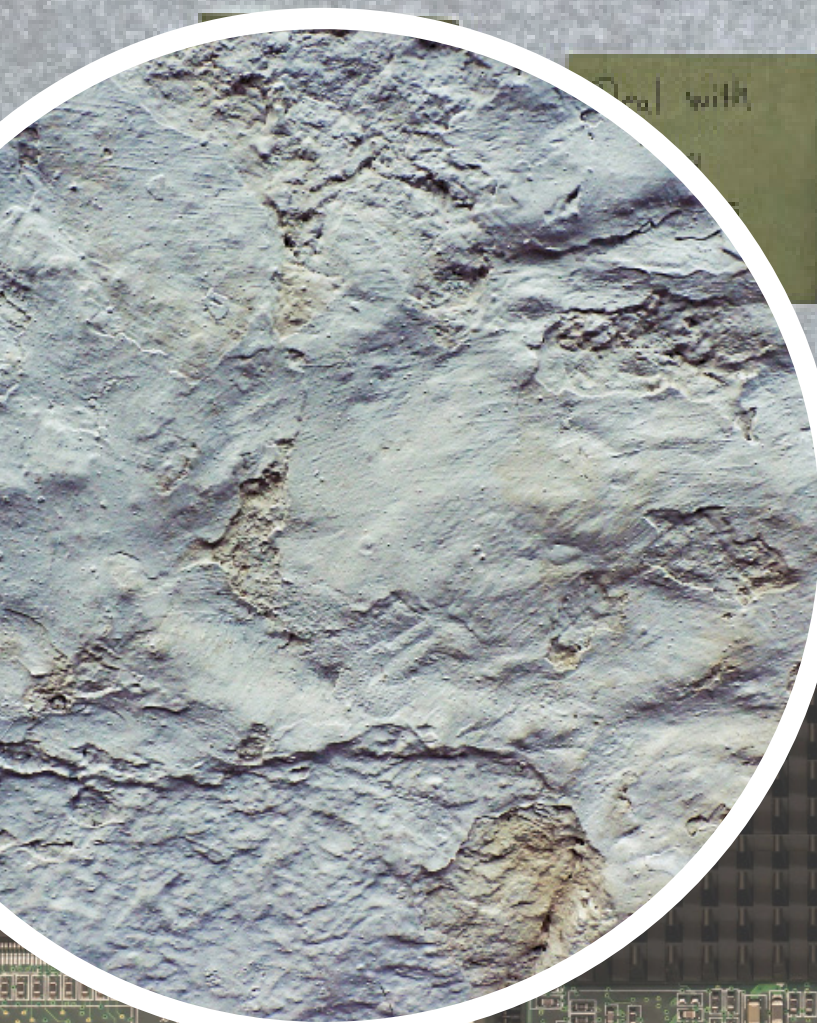
Repair Equipment

Prepare Auditive
Fields

Clean Facilities

Deal with

How





PART II: BACKGROUND





PART II: BACKGROUND

The following is a summary of the information shared during the Indianola City Council Workshop on January 31, 2022, that guided the Strategic Plan Update.

Indianola is a successful city because...

- ◆ Indianola is a successful city because of its people.
 - In order to maintain this, we must continue
 - Asking Questions
 - Listening
 - Responding
 - Engaging residents in community activities
 - Being fiscally prudent
 - Planning for the future
- ◆ Indianola is a successful city because of its residents.
 - There is a sense of cohesion/unity among leadership & community.
 - They are open to change/open minded.
- ◆ Indianola is a successful city because of its location & small-town character.
 - Simpson College is a great attribute for a small town that we support.
 - We need to continue to provide more live/work opportunities here.
 - Study the opportunity
 - Develop a plan
 - Implement the plan
- ◆ Indianola is a successful city because the people are invested and come together in the face of adversity.
 - This is due to a civic attitude of community involvement, a strong school district, and we provide small town living with big city opportunities.
- ◆ Indianola is a successful city because it has a small-town character near a big city.
 - Simpson College provides great cultural opportunities and civic pride.
 - Indianola is a safe city and people care about each other and the community.
 - People engage in community activities.
 - People connect with others and look for opportunities to get engaged.
 - We need to continue expanding jobs and shopping opportunities.



ABILITY OF APPLICANTS
LEVELS

ADAPT/ACCEPT CHANGE
CHANGING MINDSET/OLD IDEAS

DEPT. COMMUNICATION → 1-4TR (PROGRESS)
- NOW HAVE A NEW COMMITTEE TO ADDRESS

□ BUILDING NEW WHILE TRYING TO MAINTAIN EXISTING
INFRASTRUCTURE





Goals + Priorities Brainstorming

- Review & update maintenance plan
- Master Plan in/around county maintenance yard
 - Joint fuel facility
- City insurance review
- Legal services review
 - Regulate revision? All services
- Targeted code enforcement in western area
 - 92 West + Amenities (Masterplan)
 - Corridor + Beautifications
- Consolidation of vendor services
- Beautification of all street entry corridors
- IMU/City partnership building
- 17th St paving + Sidewalks < Just do it
- Hire:
 - New City Manager
 - Police Chief
 - IT Director
- Comprehensive staffing plan + pay study
- Public safety - Animal control
- City meetings on IMU + Safety meetings + Notices
- New night for council study meeting
- Sister city





Contact Information:

City of Indianola
110 N 1st Street,
Indianola, Iowa 50125
Phone: 515.961.9410
<https://www.indianolaiowa.gov/>



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: June 6, 2022
Subject: Resolution adopting the Warren County Hazard Mitigation Plan.

Introduction: Warren County Hazard Mitigation Plan

Background: The City of Indianola participated in the updating and development of the Warren County Mitigation Plan. This process occurs every 5-years, and is a requirement by FEMA to be eligible for federal grant funding.

Discussion: The mitigation plan assists the city to identify potential risks in their community. The plan is a culmination of efforts to reduce loss of life and property by reducing the impact of disasters through action today, before the next disaster event occurs. The plan incorporates the process of analyzing risk, reducing risk and insuring against risk. It provides a document to utilize as a guideline for a more resilient community. Federal regulations require HMP's for communities to be eligible for FEMA Grant Programs.

Budget Impact: 0

Recommendation: Roll call is in order.

Attachments: 1. Res 2022- Adopting Hazard Mitigation Plan

City of Indianola
RESOLUTION NO 2022-

RESOLUTION ADOPTING THE WARREN COUNTY HAZARD MITIGATION PLAN UPDATE

WHEREAS, the Federal Disaster Mitigation Act of 2000 was signed into law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, a Hazard Mitigation Plan was prepared by the Warren County Emergency Management Agency, with assistance from JEO Consulting Group, Inc of Lincoln NE; and

WHEREAS, the purpose of the mitigation plan was to lessen the effects of disasters by increasing the disaster resistance of the region and participating jurisdictions located within the planning boundary by identifying the hazards that affect Warren County and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards; and

WHEREAS, FEMA regulations require documentation that the plan has been formally adopted by the governing body of the City of Indianola in the form of a resolution and further requesting approval of the plan at the Federal Level.

NOW, THEREFORE, the governing body of the City of Indianola does herewith adopt the Warren County Hazard Mitigation Plan Update in its entirety.

PASSED AND APPROVED this 6th day of June 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From:

Date: June 6, 2022

Subject: Consider date for the final Fiscal Year 22 Council meeting.

Recommendation: The Indianola City Council typically holds a special meeting the last week of June to approve the final claims and transfers for the fiscal year.

Attachments: None