INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

IMU Board of Trustees of the
Electric, Water and Communications Utilities
November 9, 2020
City Hall Council Chambers
5:30 p.m.

Agenda

1. Call to Order

2. Roll Call

3. Public Comments

4. Consent Agenda

   A. Claims for October 29 and November 9 and customer refund for November 3, 2020.

   B. October 26, 2020 Minutes.

5. Electric Utility Informational Items

6. Water Utility Action Items

   A. Resolution authorizing the purchase of a 2020 Dodge Ram 2500 Pickup for the Water Department.

7. Water Utility Informational Items

8. Communications Utility Action Items

   A. Resolution approving a proposal from Newcom Technologies, Inc for the Square Streetscape Fiber Underground Conversion Project.

9. Communications Utility Informational Items

10. Combined Electric, Water and Communications Utilities Informational Items

11. Other Business

12. Adjourn

IMU Regular Downstairs **4. A.**
Meeting Date: 11/09/2020

Information

Subject
Claims for October 29 and November 9 and customer refund for November 3, 2020.

Information

Fiscal Impact

Attachments

Claims 1029
Refund Claim 1103
Claims 1109

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, October 29, 2020
1:40:00 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From	**0000-10120-999**								
City Of Indianola - VEND-1008 - BL-3999									
11/28/2020	Utility Payroll Expenses	Net 30	395,765.66	0.00	15.00	395,765.66	395,765.66	1020 Utility Payroll Exp	BL-3999
						395,765.66	**395,765.66**		
		Check Count: **1**			Totals:	**$395,765.66**	**$395,765.66**		

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Tuesday, November 3, 2020
10:57:16 AM

Vendor / Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From	**0000-10120-999**								
Impact - VEND-1141 - BL-4045									
12/3/2020	CreditRefund	Net 30	320.00	0.00	15.00	320.00	320.00	00040796-5	BL-4045
						320.00	**320.00**		
		Check Count: **1**			Totals:	**$320.00**	**$320.00**		

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, November 5, 2020
1:54:57 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From	**0000-10120-999**								
Bankers Trust Company - VEND-1003									
11/5/2020	3rd Qtr investment management fees	Net 30	1,837.06	0.00	15.00	1,837.06	1,837.06	201006-289745	BL-4024
						1,837.06	**1,837.06**		
Bear Communications - VEND-1098									
11/10/2020	Service installs	Net 30	4,888.32	0.00	15.00	4,888.32	4,888.32	10172020	BL-4078
						4,888.32	**4,888.32**		
Brick Gentry P.C. - VEND-1004									
11/24/2020	Legal Services	Net 30	1,815.00	0.00	15.00	1,815.00	1,815.00	337899	BL-4019
						1,815.00	**1,815.00**		
CDW Government - VEND-1029									
11/21/2020	MS OVG WIN/SQL SRV	Net 30	13,300.78	0.00	15.00	13,300.78	13,300.78	3145330	BL-4079
						13,300.78	**13,300.78**		
Cintas Corporation - VEND-1007									
11/21/2020	Medicine cabinet supplies	Net 30	30.85	0.00	15.00	30.85	30.85	5037044616	BL-4025
10/25/2020	Medicine cabinet supplies	Net 30	56.75	0.00	15.00	56.75	56.75	5031725279	BL-4026
						87.60	**87.60**		
CIRCLE B CASHWAY - VEND-8615									
10/22/2020	8"x16' LP Smooth Siding	Open Terms	11.65	0.00	0.00	11.65	11.65	816118	BL-4020
						11.65	**11.65**		
Consortia Consulting - VEND-1009									
11/20/2020	Consulting	Net 30	900.00	0.00	15.00	900.00	900.00	21779	BL-4080
						900.00	**900.00**		
CORE & MAIN - VEND-102636									
10/27/2020	Hoses and gasket	Open Terms	4,254.63	0.00	0.00	4,254.63	4,254.63	N195449	BL-4018
10/27/2020	Rep Clp's	Open Terms	430.12	0.00	0.00	430.12	430.12	N192003	BL-4014
						4,684.75	**4,684.75**		
CR SERVICES - VEND-9247									
10/27/2020	Paint and flags	Open Terms	612.24	0.00	0.00	612.24	612.24	287276	BL-4015
11/3/2020	Duct tape and laundry detergent	Open Terms	136.39	0.00	0.00	136.39	136.39	287335	BL-4047
11/4/2020	Locate flags and gloves	Open Terms	941.70	0.00	0.00	941.70	941.70		BL-4048

AP Check Preview

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Indianola Municipal Utilities

Thursday, November 5, 2020
1:54:57 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
						1,690.33	**1,690.33**		
DES PLANQUES, CHRIS - VEND-101766									
11/11/2020	1120 Mobile Device	Open Terms	75.00	0.00	0.00	75.00	75.00	1120 Mobile Device	BL-4009
						75.00	**75.00**		
Doug Shull - VEND-1105									
12/1/2020	1120 Treasury Contract	Net 30	83.34	0.00	15.00	83.34	83.34	1120 Treasury Contract	BL-4010
						83.34	**83.34**		
DOWNEY TIRE PROS - VEND-11879									
10/27/2020	2016 Chevy Silverado 3500 Tires	Open Terms	308.11	0.00	0.00	308.11	308.11	47531	BL-4012
10/28/2020	Screw In Dump Truck Tire	Open Terms	47.88	0.00	0.00	47.88	47.88	47557	BL-4013
						355.99	**355.99**		
Dust Pros Janitorial - VEND-1011									
10/20/2020	0920 Cleaning suppliles	Net 30	103.51	0.00	15.00	103.51	103.51	0920 Cleaning Suppliles	BL-4081
						103.51	**103.51**		
Dylan Michelsen - VEND-1180									
12/10/2020	1120 Mobile Device	Net 30	75.00	0.00	15.00	75.00	75.00	1120 Mobile Device	BL-4006
						75.00	**75.00**		
ECHO Group, Inc - VEND-1061									
11/21/2020	2" PVC Conduit 20'	Net 30	824.32	0.00	15.00	824.32	824.32	S8711644.001	BL-4054
11/28/2020	PVC Sweeps	Net 30	29.08	0.00	15.00	29.08	29.08	S8721173.001	BL-4069
11/28/2020	PVC Conduit Couplings Sweeps	Net 30	553.40	0.00	15.00	553.40	553.40	S8719675.001	BL-4070
12/2/2020	2" PVC Sweeps 45 DEG	Net 30	54.19	0.00	15.00	54.19	54.19	S8723934.001	BL-4076
						1,460.99	**1,460.99**		
Fuse Technic LLC - VEND-1012									
12/2/2020	Consulting	Net 30	1,950.00	0.00	15.00	1,950.00	1,950.00	FT20201102006	BL-4082
						1,950.00	**1,950.00**		
GRAINGER INC - VEND-19885									
10/29/2020	Jaw coupling insert	Open Terms	75.04	0.00	0.00	75.04	75.04	9699327178	BL-4056

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Indianola Municipal Utilities

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1:54:57 PM

Vendor / Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
						75.04	**75.04**		
ImOn Communications LLC - VEND-1072									
11/30/2020	Regulatory and billing notes	Net 30	6,870.88	0.00	15.00	6,870.88	6,870.88	INV0033330	BL-4086
						6,870.88	**6,870.88**		
IMU - VEND-8629									
11/2/2020	1020 Utilities-Fiber-111 S Buxton	Open Terms	778.10	0.00	0.00	778.10	778.10	10070357	BL-4084
11/2/2020	1020 Utilities-Fiber- 1008 E Iowa & 104 S B	Open Terms	465.21	0.00	0.00	465.21	465.21	10064624	BL-4085
9/2/2020	0920 Utilities WA dept	Open Terms	18,521.27	0.00	0.00	18,521.27	18,521.27	10047027	BL-4028
8/2/2020	0820 Utilities WA dept	Open Terms	11,274.53	0.00	0.00	11,274.53	11,274.53	10038021	BL-4031
7/2/2020	0720 Utilities WA dept	Open Terms	25,292.65	0.00	0.00	25,292.65	25,292.65	10029868	BL-4032
						56,331.76	**56,331.76**		
IMWCA - VEND-1130									
12/1/2020	Work comp premium	Net 30	2,462.36	0.00	15.00	2,462.36	2,462.36	INV78079	BL-4011
						2,462.36	**2,462.36**		
Infomax Office Systems Inc - VEND-1013									
11/25/2020	Copier contract	Net 30	835.50	0.00	15.00	835.50	835.50	28054387	BL-4065
						835.50	**835.50**		
Iowa Association Of Municipal Utilities - VEND-1014									
11/12/2020	Apprenticeship Program And Materials Fees	Net 30	1,325.00	0.00	15.00	1,325.00	1,325.00	22391	BL-4074
						1,325.00	**1,325.00**		
Iowa One Call - VEND-1015									
11/15/2020	Locates	Net 30	381.60	0.00	15.00	381.60	381.60	225729	BL-4055
11/15/2020	Locates	Net 30	203.40	0.00	15.00	203.40	203.40	226406	BL-4083
11/15/2020	Locates	Net 30	390.60	0.00	15.00	390.60	390.60	226407	BL-4016
						975.60	**975.60**		
JM Construction - VEND-1203									
11/24/2020	Grading	Net 30	1,750.00	0.00	15.00	1,750.00	1,750.00	1373	BL-4066
						1,750.00	**1,750.00**		
JMK LAWNCARE - VEND-102101									
10/1/2020	0820 & 0920 Mowing-WA	Open Terms	1,230.00	0.00	0.00	1,230.00	1,230.00	0820 & 0920 Mowing-WA	BL-4021
10/1/2020	0820 & 0920 Mowing-Util	Open Terms	210.00	0.00	0.00	210.00	210.00	0820 & 0920 Mowing-Util	BL-4022

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Indianola Municipal Utilities

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Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
						1,440.00	**1,440.00**		
John Deere Financial - VEND-1106									
11/30/2020	GLS Enamel, 4x3/8 cover, 2 pk 4x3/8 cover an	Net 30	27.85	0.00	15.00	27.85	27.85	A465222	BL-4063
						27.85	**27.85**		
KNIA/KRLS - VEND-1090									
11/24/2020	:30 Spots	Net 30	550.80	0.00	15.00	550.80	550.80	20100489	BL-4087
						550.80	**550.80**		
Kurt Gocken - VEND-1023									
12/10/2020	1120 Mobile Device	Net 30	75.00	0.00	15.00	75.00	75.00	1120 Mobile Device	BL-4003
						75.00	**75.00**		
Kurt Ripperger - VEND-1025									
12/10/2020	1120 Mobile Device	Net 30	75.00	0.00	15.00	75.00	75.00	1120 Mobile Device	BL-4004
						75.00	**75.00**		
LINDE LLC - VEND-6415									
10/3/2020	Carbon dioxide	Open Terms	2,316.72	0.00	0.00	2,316.72	2,316.72	99378433	BL-4033
						2,316.72	**2,316.72**		
LONGER, CHRIS - VEND-34025									
11/11/2020	1120 Mobile Device	Open Terms	75.00	0.00	0.00	75.00	75.00	1120 Mobile Device	BL-4007
						75.00	**75.00**		
MCMASTER-CARR SUPPLY CO - VEND-34108									
10/29/2020	Battery	Open Terms	45.42	0.00	0.00	45.42	45.42	47864379	BL-4075
						45.42	**45.42**		
METCALF, MIKE - VEND-34230									
11/11/2020	1120 Mobile Device	Open Terms	75.00	0.00	0.00	75.00	75.00	1120 Mobile Device	BL-4008
						75.00	**75.00**		
Mid American Energy Co - VEND-1018									
11/18/2020	Gas for 210 W 2nd	Net 30	13.11	0.00	15.00	13.11	13.11	505166413	BL-4027
11/18/2020	Gas for 1300 E Iowa Bldg B	Net 30	12.13	0.00	15.00	12.13	12.13	505113935	BL-4057

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11/18/2020	Gas for 1300 E Iowa Bldg A	Net 30	13.61	0.00	15.00	13.61	13.61	505124547	BL-4058
11/20/2020	Gas For 111 S Buxton	Net 30	12.13	0.00	15.00	12.13	12.13	505260071	BL-4088
11/18/2020	Gas for 110 S B	Net 30	14.11	0.00	15.00	14.11	14.11	505142966	BL-4089
						65.09	**65.09**		
Power & Tel - VEND-1037									
11/19/2020	CONN - RG6	Net 30	151.46	0.00	15.00	151.46	151.46	7090169-00	BL-4090
						151.46	**151.46**		
Secure Shred - VEND-1063									
12/2/2020	Ring doorbell	Net 30	48.00	0.00	15.00	48.00	48.00	57441	BL-4091
						48.00	**48.00**		
Skye McBroom - VEND-1026									
12/10/2020	1120 Mobile Device	Net 30	75.00	0.00	15.00	75.00	75.00	1120 Mobile Device	BL-4005
						75.00	**75.00**		
SNYDER & ASSOCIATES INC - VEND-98579									
10/21/2020	Design, plans and water permit	Open Terms	960.00	0.00	0.00	960.00	960.00	119.1077.01A-3	BL-4017
						960.00	**960.00**		
Supply Logistics Warehouse Inc. - VEND-103153									
7/22/2020	Printer supplies	Open Terms	2,491.71	0.00	0.00	2,491.71	2,491.71	23549	BL-4064
						2,491.71	**2,491.71**		
Terry-Durin Co - VEND-1038									
11/18/2020	Pull Tape	Net 30	105.93	0.00	15.00	105.93	105.93	67847-00	BL-4068
						105.93	**105.93**		
The Extinguisher Company - VEND-1071									
11/22/2020	Amerex dry chemical	Net 30	120.00	0.00	15.00	120.00	120.00	000466	BL-4023
						120.00	**120.00**		
THEISEN'S - VEND-100877									
11/3/2020	Batteries and swiffer refill	Open Terms	17.98	0.00	0.00	17.98	17.98	301829	BL-4062
						17.98	**17.98**		
Unite Private Networks - VEND-1054									
12/1/2020	Dark fiber	Net 30	3,055.39	0.00	15.00	3,055.39	3,055.39	SI-20-015265	BL-4092

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Indianola Municipal Utilities

Thursday, November 5, 2020
1:54:57 PM

Vendor / Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
						3,055.39	**3,055.39**		
VAN WERT INC - VEND-101069									
10/27/2020	Neptune full 3/4"	Open Terms	308.70	0.00	0.00	308.70	308.70	228020	BL-4060
						308.70	**308.70**		
VERMEER SALES & SERVICE - VEND-57608									
10/29/2020	Parts for trencher	Open Terms	128.85	0.00	0.00	128.85	128.85	01172123	BL-4072
10/31/2020	Parts for trencher	Open Terms	153.43	0.00	0.00	153.43	153.43	01172172	BL-4073
						282.28	**282.28**		
WARREN COUNTY TREASURER - VEND-59867									
10/1/2020	2019 Telephone Assessment Parcel 1278	Open Terms	2,893.00	0.00	0.00	2,893.00	2,893.00	Parcel 1278	BL-4046
						2,893.00	**2,893.00**		
Waste Management - VEND-1086									
11/27/2020	2 Yard dumpster	Net 30	106.66	0.00	15.00	106.66	106.66	6776083-0516-0	BL-4059
11/27/2020	4 Yard dumpster	Net 30	117.16	0.00	15.00	117.16	117.16	6776085-0516-5	BL-4093
						223.82	**223.82**		
WESCO - VEND-60220									
11/3/2020	Transformer Basement	Open Terms	1,748.86	0.00	0.00	1,748.86	1,748.86	448454	BL-4049
10/23/2020	Guy Strain Insulators	Open Terms	209.13	0.00	0.00	209.13	209.13	429185	BL-4050
10/31/2020	Parking Stands	Open Terms	943.74	0.00	0.00	943.74	943.74	444512	BL-4051
10/23/2020	Sling	Open Terms	51.43	0.00	0.00	51.43	51.43	430881	BL-4052
						2,953.16	**2,953.16**		
Wiegert Disposal Inc - VEND-1081									
12/1/2020	1020 Dumpster service	Net 30	110.00	0.00	15.00	110.00	110.00	1020 Dumpster Service	BL-4095
						110.00	**110.00**		
Wisconsin Independent Network, LLC - VEND-1067									
12/1/2020	Ehternet and internet	Net 30	4,838.00	0.00	15.00	4,838.00	4,838.00	WIN007827	BL-4096
						4,838.00	**4,838.00**		
		Check Count: **50**			Totals:	**$127,325.77**	**$127,325.77**		

IMU Regular Downstairs **4. B.**

Meeting Date: 11/09/2020

Information

Subject

October 26, 2020 Minutes.

Information

Fiscal Impact

Attachments

Minutes

IMU BOARD OF TRUSTEES MINUTES - REGULAR SESSION – October 26, 2020

The IMU Board of Trustees met in regular session on October 26, 2020 in the City Hall Council Chambers. Chairperson Mike Rozga called the meeting to order at 5:30 pm and on roll call the following members were present: Mike Rozga, Adam Voigts, Jim McClymond, and Deb Richardson. Absent: Lesley Forbush.

The consent agenda consisting of the following was approved on a motion by Richardson and seconded by Voigts. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Claims list for October 26, 2020.
Minutes from October 12, 2020.

Board Member Forbush joined the meeting at 5:34 via Zoom and stated she had been in the meeting since the beginning but there were technological issues that prevented communication.

Electric Superintendent Mike Metcalf explained the engineering proposal from P&E Engineering for the Downtown Underground Conversion Project.

Resolution 2020-36 approving an engineering proposal for the Downtown Underground Conversion Project was introduced on a motion by Voigts and seconded by Richardson. On roll call, the vote was AYES: Richardson, Forbush Rozga, Voigts, and McClymond. NAYS: None. Whereas the chairperson declared the motion passed.

Superintendent Metcalf stated the Electric Department has been inspecting Turbine 8 and streetlights and they continue work on new development areas in town.

Water Superintendent Lou Elbert stated the North 8th Street water main has had several breaks that are becoming more frequent. The improvement project for the main is included in the FY21 budget.

It was moved by Voigts and seconded by Richardson to approve Resolution 2020-37 approving an engineering proposal from Veenstra and Kimm for the North 8th Street Water Main Improvement Project. On roll call, the vote was AYES: Richardson, Rozga, Voigts, McClymond, Forbush. NAYS: None. Whereas the chairperson declared the motion passed unanimously.

Superintendent Elbert reported the Water Department has been working on water mains.

Kurt Ripperger, Telecommunications Superintendent, reported his department has been working on fiber drops and has also been working with an engineer on the Square Streetscape Project.

Voigts moved and McClymond seconded to approve resolution 2020-38 approving a water tower lease agreement with Warren County with modifications that the agreement and drawings state natural gas service instead of LP tank or natural gas tank . On roll call, the vote was AYES: Richardson, Rozga, Voigts, McClymond, Forbush. NAYS: None. Whereas the chairperson declared the motion passed unanimously.

In Other Business, HR and Finance Director Chris Longer stated the new auditor was onsite last week and will be back to finish the audit on November 16.

Meeting adjourned at 5:51 p.m. on a motion by McClymond and seconded by Richardson.

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Mike Rozga, Chairperson

ATTEST:

____
Jackie Raffety, Deputy City Clerk

IMU Regular Downstairs **6. A.**

Meeting Date: 11/09/2020

Information

Subject

Resolution authorizing the purchase of a 2020 Dodge Ram 2500 Pickup for the Water Department.

Information

The Water Department solicited bids for a pickup truck. Bids were received from Stew Hansen Dodge City and Dewey Ford. Water Superintendent Lou Elbert recommends purchasing the truck from Stew Hansen Dodge City. Roll call is in order.

BIDS

Stew Hansen Dodge City	$32,610.00
Dewey Ford	$37,841.00

Fiscal Impact

Attachments

Pickup Bids

Resolution Authorizing Purchase

Prepared For:

Prepared By:
Administrator
Stew Hansen Dodge City
12103 Hickman Rd
Urbandale, Iowa, 50323
Phone: 5152514234
Fax: 5152515354

PRICE SHEET — 2020 RAM 2500

4x4 Crew Cab 6.3' box 149" WB Tradesman (DJ7L91)

	MSRP
Vehicle Price (excluding option discounts)	**$45,210.00**
Vehicle Subtotal	**$45,210.00**
Option Credits	0.00
Other (Discount)Margin	(14,295.00)
Incentives	0.00
Total Other Items	**(14,295.00)**
Net Selling Price	$30,915.00
Destination	1,695.00
Total Quote	**$32,610.00**
TOTAL	**$32,610.00**

Customer Signature

Date

Prepared by: Harry Bougher
10/26/2020

Dewey Ford | 3055 SE Delaware Ankeny Iowa | 500219830

2020 F-250 4x4 SD Crew Cab 6.75' box 160" WB SRW XL (W2B)

Price Level: 40

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$40,425.00
Options & Colors	$10,035.00
Upfitting	$0.00
Destination Charge	$1,695.00
Discount Adjustments	
Discount	-$14,314.00
Total	$37,841.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

RESOLUTION NO

RESOLUTION AUTHORIZING THE PURCHASE OF A 2020 DODGE RAM 2500 PICKUP FOR THE WATER DEPARTMENT

WHEREAS, the Fiscal Year 21 budget includes funding for a replacement vehicle in the Water Department; and

WHEREAS, the Water Department solicited bids from Stew Hansen Dodge City and Dewey Ford and has reviewed said bids; and

WHEREAS, the Water Department is recommending awarding the purchase of the vehicle to Stew Hansen Dodge City of Urbandale, Iowa, at a cost of $32,610.00

NOW, THEREFORE BE IT RESOLVED, by the Indianola Board of Trustees that a 2020 Dodge Ram 2500 pickup shall be purchased from Stew Hansen Dodge City of Urbandale, Iowa in the amount of $32,610 and the Water Department Superintendent is authorized and directed to execute on behalf of Indianola Municipal Utilities the documents required to purchase the vehicle.

Approved this 9th day of November 2020.

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Mike Rozga, Chairperson

ATTEST:

____

Jackie Raffety, Deputy City Clerk

IMU Regular Downstairs **8. A.**
Meeting Date: 11/09/2020

Information

Subject
Resolution approving a proposal from Newcom Technologies, Inc for the Square Streetscape Fiber Underground Conversion Project.

Information
Roll call is in order.

Fiscal Impact

Attachments

Resolution Approving Proposal
NewCom Proposal

Resolution NO 2020-

RESOLUTION APPROVING A PROPOSAL FROM NEWCOM TECHNOLOGIES, INC FOR THE SQUARE STREETSCAPE FIBER UNDERGROUND CONVERSION PROJECT

WHEREAS, Indianola Municipal Utilities is in need of engaging a company to provide services for the Streetscape Fiber Underground Square Conversion Project; and

WHEREAS, NewCom Technologies, Inc has previously provided design, engineering and bidding assistance for the Fiber To The Home (FTTH) Project; and

WHEREAS, NewCom Technologies, Inc has proposed a design phase, engineering and bidding assistance, in an amount not to exceed $62,000; and

WHEREAS, it is the determination of the Board of Trustees that IMU should enter into an agreement with NewCom Technologies, Inc. in the form attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the IMU Board of Trustees that:

1. The proposal with NewCom Technolgies, Inc in an amount not to exceed $62,000 is hereby approved; and

2. The IMU General Manager is authorized and directed to execute the agreement on behalf of Indianola Municipal Utilities.

PASSED this 9th day of November 2020.

____
Mike Rozga, Chairperson

ATTEST:

____
Jackie Raffety, Deputy City Clerk

NewCom Technologies, Inc.
Service Agreement

Job Name	Fiber Network Design Engineering Services – Square Conversion
Change Order #	N/A
Date	NOVEMBER 4, 2020
Owner	IMU
Amount	**$62,000**

Request for Services

Engineering Services

Consultant will provide engineering and design services for the IMU's fiber network facility in the Indianola's Square Conversion Project. The project scope includes the bubbled area shown in figure 1 below. The new underground facilities will replace all existing areal fiber connections the area. The plan is to work jointly with the power engineering firm (P&E Engineering) to provide IMU most efficient and cost effective plan.

Proposal is based on completing the Initial layout design for review by 12-1-2020 with and final design ready for bidding by 1-1-2021. Once this schedule is finalized we would then proceed with a timeline on the bid letting for the fiber construction.

Design and Engineering Services to consist of:

1.
    a. Design and engineer the physical FO route
    b. Develop route and fiber splicing engineering
        i. Design in the OSPInSight fiber management system (FMS)
            1. Provide documentation for splice matrix and splicing plan
        ii. Submit route in conjunction with Power Engineering
        iii. Support bidding for materials and installation labor fiber equipment, fiber, and splicing
    c. Edit and update CAD drawing details for duct bank and drop engineering
        i. Exchange files back and forth with power engineering and update drawings
2. Work with IMU staff and develop work sequencing to facilitate cut over of active plant.
3. Document route, interconnection panels and fiber equipment in FMS.
4. Finalize as-builts and remove aerial route in FMS

Cost Proposal

Items	Unit	Cost
Engineering: *Includes Design, engineering, review and final as-builts in OSP insight*	Square Conversion	$ 47,000
Consulting: *Fiber plant bid letting*	Not To Exceed (NTE)	$ 15,000
Total Engineering and Consulting		**$ 62,000**

Owner hereby authorizes this service agreement in place with Consultant. The service agreement is subject to all terms and provisions of contracts between the parties.

Request for Services Accepted by		***Request for Services Accepted by***	
Indianola Municipal Utilities 110 S B St Indianola, IA 50125		NewCom Technologies, Inc. 6000 Grand Avenue Des Moines, IA 50312	
Chris DesPlanques	General Manager	Jim Petro	Owner/Engineer
Signatory (Print)	*Title*	*Signatory (Print)*	*Title*
		James P. Petro	11/04/2020
Signature	*Date*	*Signature*	*Date*

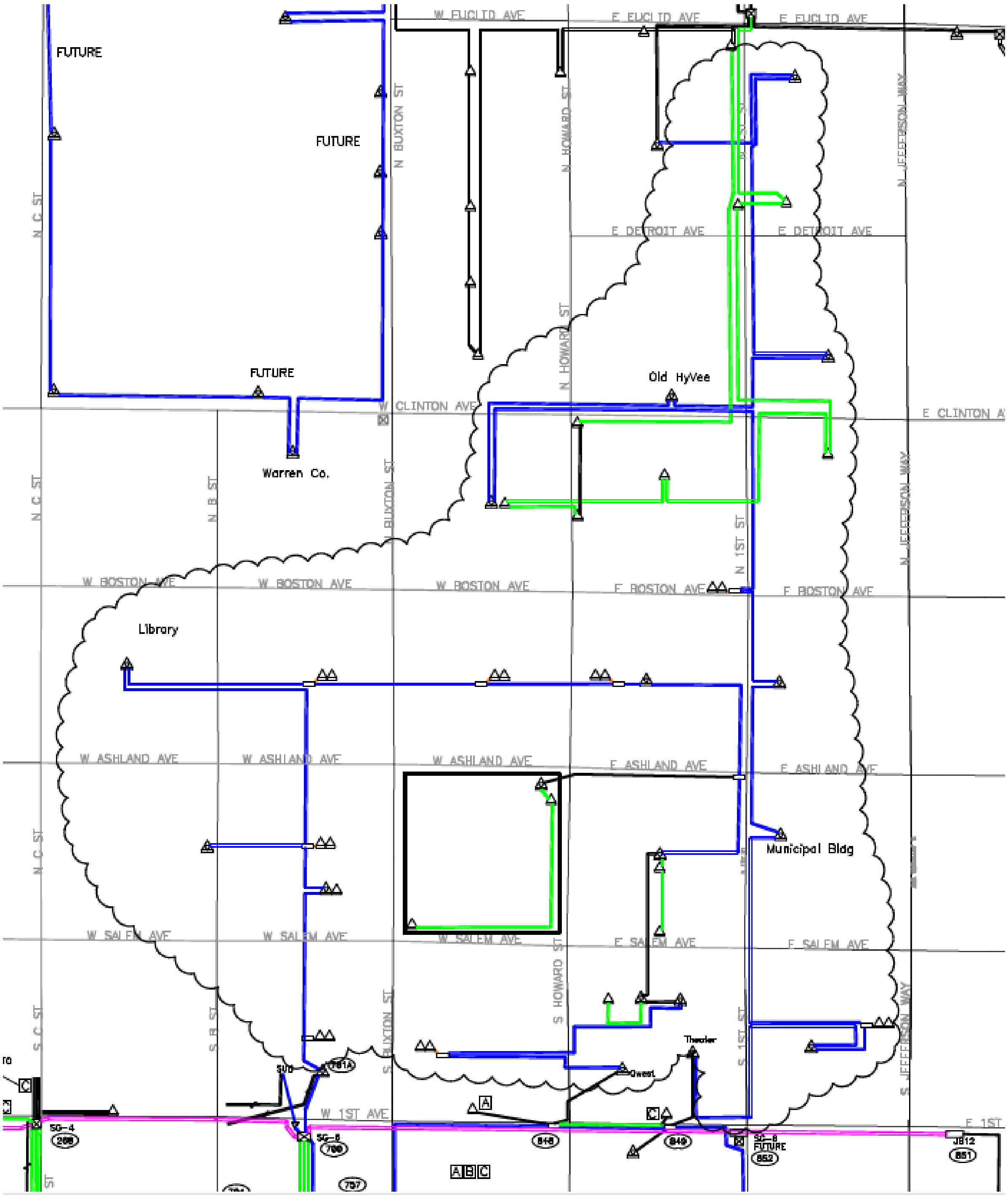

Figure 1: Project area overview