

**Fiscal Comments
Commission Meeting
December 13, 2022
Regular Meeting**

**Policy Report
Consider Commercial Insurance Package for 2023**

During the 2023 Annual Budget and CIP process, the City Commission approved \$480,000 for the 2023 annual commercial insurance package. Mike Reilly of the Reilly Company reviewed the renewal quote from Travelers, which was \$454,141. This is a \$15,104 (3.5%) increase over the 2022 commercial insurance package.

The Travelers package includes a \$100,000 minimum deductible for wind and hail damage. The current wind and hail damage deductible is \$50,000. The Reilly Company went to market to get quotes for a deductible buy-down option. The quote for the deductible buy-down option is \$79,725.03.

Staff recommends that the City Commission approve the annual commercial insurance package renewal in the amount of \$454,141.

**Policy Report PWD No. 22-56
Poly-cart Tippers for Refuse Trucks**

During the 2023 Annual Budget and CIP process, the City Commission approved \$70,000 for the purchase and installation of poly-cart tippers on six (6) rear-load refuse trucks. The poly-cart tippers are needed as the City transitions from manual refuse collection to a hybrid system that utilizes both poly-carts and manual collection.

Staff developed bid specifications for the poly-cart tippers, truck modifications, and the installation of the equipment. The bids were advertised and the City notified five (5) equipment companies of the bid. Bids were opened on November 30, 2022.

Only one bid was received. It was from Elliott Equipment Company for \$61,158. This is below the amount that was budgeted for this item during the 2023 CIP process and lower than the staff estimate of \$72,000. Funding for the tippers will be from the American Rescue Plan Act (ARPA).

Staff recommends that the City Commission approve the purchase, truck modification, and installation of the poly-cart-tippers from Elliott Equipment Company in the amount of \$61,158.

Policy Report PWD No. 22-54
Water Pollution Control (WPC) Division
Purchase of Ultraviolet Lamps from EPEC Water

During the 2022 Annual Budget and CIP process, the City Commission approved \$100,000 for the purchase of the second installment of 480 Ultraviolet Lamps, including 480 Wiper Seal Kits and forty-eight (48) -10 Pack Sleeve Sealing O-Rings, required for the Wastewater Treatment Plant's disinfection system.

The current lamps were replaced in 2017 and have 11,647 hours on them.

City staff looked for cooperative pricing with the Mid-America Regional Council, but there were not any contracts available through cooperative pricing. Staff identified three vendors that could meet the City's equipment specifications. Staff requested and received quotes from those three vendors. Staff requested and received sample lamps from each of the three vendors. The bid and sample results are as follows:

Vendor Name	Quote	Sample Result	Warranty
UV Doctor	\$109,440	Samples arrived damaged, twice. Undamaged sample was installed on 9/29/2022 and registered as failed on 11/1/2022	Free replacement of lamps with < 12,000 hours
EPEC Water	\$88,440	Lamps were packaged well. Lamps were installed on 10/30/2022 and are still working.	Free replacement of lamps with < 12,000 hours
Trojan UV	\$141,288	Company that makes the City's system. Never had any problems with their lamps.	Cost of lamp replacement is prorated by the hour

EPEC Water submitted the low bid of \$88,440. Lamps arrived undamaged and are working well. The lamps are under 100% warranty for 12,000 hours. The low bid of \$88,440 is less than the budgeted amount of \$100,000. The funding for the lamp replacement comes from the Sewer Fund Operating Budget.

Staff recommends that the City Commission approve the purchase of 480 UV Lamps with the associated parts and supplies from EPEC Water for a cost not to exceed \$88,440.

Policy Report
Accept Low Bid for Planters II for Prepping and Painting Walls, Ceilings, and Doors on Floors 2 Through 10

Planters II Capital Project Fund is a reimbursement type grant that allows for capital improvements of the 10 story apartment building. The Housing Manager has received 3 quotes for the prepping and painting of all walls, ceilings, and doors on floors 2 through 10 of the building.

The Leavenworth Housing Authority contacted three companies to supply a proposal for the specified work. All three companies responded and provided a proposal. Procedure was performed in accordance with HUD's procurement policy. Proposal was also given in compliance with David-Bacon wages.

The quotes are as follows:

Vendor	Quote
Swann Painting	\$60,110.00
3R Painting, LLC	\$152,856.00
E.L. Construction	\$63,450.00

There are sufficient funds available in the Capital Fund Program grant to cover this expenditure.

Staff recommends that the City Commission approve the low quotation from Swann Painting for prepping and painting walls, ceilings, and doors on floors 2 through 10 of Planters II in the amount of \$60,110.00.

Policy Report

Accept Low Bid for Planters II Removal and Installation of All Flooring and Cove Base on all Floors 2 Through 10

Planters II Capital Project Fund is a reimbursement type grant that allows for capital improvements of the 10 story apartment building. The Housing Manager has received 3 quotes for the replacement of flooring and cove base at Planters II to include hallways, laundry rooms, and elevator lobbies on floors 2 through 10.

The Leavenworth Housing Authority contacted five companies to supply a proposal for the specified work. Three companies responded and only two companies provided a proposal. Procedure was performed in accordance with HUD's procurement policy. Proposal was also given in compliance with David-Bacon wages. The quotes are as follows:

Vendor	Quote
Seifert's Flooring, Inc.	\$101,655.72
Midwest Carpet Center	\$106,630.85
Purecraft LLC	Declined to bid

There are sufficient funds available in the Capital Fund Program grant to cover this expenditure.

Staff recommends that the City Commission approve the low quotation from Seifert's Flooring, Inc, for the replacement of flooring and cove base at Planters II to include hallways, laundry rooms, and elevator lobbies on floors 2 through 10 of Planters II in the amount of \$101,655.72.