

**Fiscal Comments
Commission Meeting
September 12, 2023
Regular Meeting**

**Policy Report PWD/MSC No. 23-38
Consider Award of the 2023/2024 Salt Bid**

During the 2023 Annual Budget and CIP process, the City Commission approved \$75,000 for the purchase of deicing materials. The Proposed 2024 Annual Budget also contains \$75,000 for the purchase of deicing materials. The City replenished its salt supply early in 2023 for \$27,124. Therefore, there is \$47,876 remaining in the 2023 budget for the purchase of deicing materials and \$75,000 will be available in the 2024 budget.

The salt supply was replenished this spring, therefore, the City is currently fully stocked with crushed deicing rock salt. Because of the unpredictability of winter weather, the City obtains salt bids for the upcoming winter to secure the price for additional purchases of salt, should it be required. For the 2023/2024 season, Staff is requesting authorization to purchase up to 1,000 tons of ice.

Leavenworth County advertised salt bids for their needs. Their bid specifications allow the City of Leavenworth and other cities in the county to purchase salt at the bid price. Leavenworth County's bid opening was held on August 8, 2023, with the following bid results:

Bids Submitted	Cost per Ton	City's Cost for 1,000 Tons
Cargill Deicing Technology, North Olmstead, OH	No Bid	N/A
Central Salt, Lyons, KS	\$58.74	\$58,740
Compass Minerals, Overland Park, KS	No Bid	N/A
Hutchinson Salt Co., Inc., Baxter Springs, KS	\$64.30	\$64,300
Independent Salt, Kanapolis, KS	\$62.10	\$62,100

Leavenworth County awarded the contract to the low bidder, Central Salt, LLC.

The amount of salt that will be purchased is determined by the number of and severity of winter events. This request is for 1,000 tons of salt at \$58.74 per ton for a total of \$58,740. There are sufficient funds in the Street Fund's 2023 & 2024 Operating Budgets to cover the purchase of up to 1,000 tons of salt.

Staff recommends that the City Commission approve the Leavenworth County bid for rock salt at \$58.74 per ton for up to 1,000 tons from Central Salt, LLC.

Policy Report N0. P&R 11-23

**Parks & Recreation Department
Cody Park Sports Court
Proposal for Professional Services
Finance Department Project Number – R2305**

During the 2023 Annual Budget and CIP Process, the City Commission considered the renovation of the Cody Park Sports Court, with the renovation work scheduled to occur in 2024. \$696,000 was allocated from the 2024 CIP budget for that project. During the 2024 Annual Budget and CIP Process, the City

Commission approved the project. In order to complete the project in 2024, the design and planning work must be completed in 2023. Therefore, during the 2024 budget process, \$45,000 was allocated from the CIP Sales Tax Fund's 2023 reserves for the design, plan development, specification development, and project administration for the Cody Park Sports Court Replacement Project (Cody Park Project Professional Services).

The City of Leavenworth issued a Request for Proposals (RFP) for the Cody Park Project Professional Services. The RFP was publicized on the City website, local media sites, and posted at Drexel Technologies.

Staff received one proposal from VSR Design in the amount of \$63,615. VSR Design is a landscape architecture and design firm that specializes in recreation and sports facilities. The City is familiar with the work of VSR Design as their team provided similar professional design and project management services for the reconstruction of the Sportsfield Complex in 2010/2011.

The proposal exceeds the \$45,000 allocated in 2023 by \$18,615. This amount will be funded from the 2024 CIP budget for the project, leaving \$677,385 available for the construction, inspection, and completion of the project in the 2024 CIP Budget.

Staff recommends approval of the proposal from VSR Design in an amount not to exceed \$63,615.