
WORKSESSION ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: June 20, 2022
SUBJECT: 2023 Budget Review

Finance Director Beth Sanford will present an overview of the 2023 budget. The presentation is attached.

The city's estimated assessed valuation increased from \$96,977,897 to \$109,238,631. This increase generates an additional \$12,261 per mill. The city's current mill levy rate is 41.031 mills. The Revenue Neutral Rate is 36.426 mills. The proposed 2023 Budget reflects a mill levy of 39.319, a decrease of 1.712 mills.

The following capital & supplemental items have been requested and are included in the Proposed 2023 Budget:

• Carpet/remodel/paint CED/PW side of Municipal Building	\$44,000
• Part-time Assistant Librarian	\$34,000
• Municipal Court Content Manager software	\$12,200
• Full-time Parks Maintenance Worker	\$58,000
• Parks Utility golf cart	\$20,000
• Mobile Message Board for PW/Parks/WW	\$25,000
• Speed study on K-7 between Mary and McIntyre	<u>\$50,000</u>
Total	\$243,200

WORKSESSION ITEM



2023 BUDGET REVIEW

<u>Revenues</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Requested</u>
Property Taxes	\$2,371,538	\$2,756,142	
Motor Vehicle Taxes	\$309,484	\$286,037	\$323,559
Local Alcoholic Liquor Tax	\$17,942	\$16,115	\$19,122
Local Sales and Use Tax	\$1,280,220	\$1,130,000	\$1,260,000
County Sales and Use Tax	\$1,321,287	\$1,185,000	\$1,300,000
Franchise Fees	\$680,517	\$668,800	\$677,800
Business/Occupational Licenses	\$61,865	\$44,000	\$52,000
Permits/Fees	\$96,451	\$69,500	\$69,500
Court Fees	\$46,869	\$40,000	\$40,000
Police Fines & Forfeitures	\$325,252	\$354,500	\$354,500
Animal Control	\$22,974	\$25,000	\$25,000
Other Fees/Grants	\$43,592	\$47,900	\$48,900
Federal Grants	\$1,821	\$0	\$0
Total Revenues	\$6,579,150	\$6,622,994	\$4,190,381

GENERAL FUND REVENUES

GENERAL FUND EXPENSES

Department	2021 Actual	2022 Budget	2023 Requested	Difference	Justification
Administration	\$123,024	\$158,918	\$134,821	(\$24,097)	
Police	\$1,952,622	\$2,113,443	\$2,177,585	\$64,142	Increase gas & oil
Municipal Court	\$204,186	\$222,454	\$235,382	\$12,928	Increase in judge and prosecutor fees
Streets	\$180,257	\$240,874	\$174,776	(\$66,098)	2022 includes C&S item – skid steer loader & trailer
Street Lighting	\$170,389	\$201,000	\$208,000	\$7,000	Upgrade to Centre Dr lights
Building Maintenance	\$74,584	\$74,811	\$77,198	\$2,387	Increase gas & oil
CED	\$523,500	\$657,925	\$622,876	(\$35,049)	2022 includes C&S item – paint/carpet library
Finance	\$279,799	\$291,494	\$294,270	\$2,776	
Public Works	\$277,453	\$288,271	\$302,534	\$14,263	Increase engineering services and training
City Administrator	\$160,075	\$161,121	\$163,940	\$2,819	
Community Center	\$2,739	\$7,590	\$7,563	(\$27)	
Parks & Recreation	\$517,102	\$659,009	\$652,457	(\$6,552)	
Activity Center	\$113,914	\$191,745	\$134,539	(\$57,206)	2022 includes C&S item – activity ctr gym doors
IT	\$81,952	\$101,785	\$96,285	(\$5,500)	
Council	\$49,596	\$50,757	\$50,757	\$0	
Non-Departmental	\$404,483	\$503,950	\$624,450	\$120,500	Compensation study adjustments
Transfers	\$1,035,000	\$1,160,000	\$1,160,000	\$0	
Total	\$6,265,944	\$7,085,147	\$7,117,433	\$32,286	

Transfer to	2023 Requested
Capital Improvements	\$940,000
Equipment Reserve	\$100,000
Special Parks	\$0
Special Highway	\$120,000

TAX LEVY FUNDS

2023 Projected Budget	General	Library	Debt Service
Beginning Balance	\$2,899,358	\$158,007	\$208,821
Revenues	\$7,078,767	\$364,916	\$2,118,291
Total Receipts	\$9,978,125	\$522,923	\$2,327,112
Expenses	\$7,117,433	\$431,328	\$1,821,831
Ending Balance	\$2,860,692	\$91,595	\$505,281

SPECIAL REVENUE FUNDS

2023 Projected Budget	Special Highway	Special Alcohol Liquor	Transient Guest	Sales Tax (\$.45)	CIP	Special Parks	Equipment Reserve
Beginning Balance	\$226,761	\$51,962	\$218,738	\$425,348	\$838,540	\$174,210	\$158,350
Revenues	\$486,790	\$19,122	\$58,010	\$555,020	\$1,070,010	\$87,732	\$110,010
Total Receipts	\$713,551	\$44,786	\$276,748	\$980,368	\$1,908,550	\$261,942	\$268,360
Expenses	\$647,085	\$2,750	\$130,267	\$705,190	\$1,520,000	\$89,450	\$160,000
Ending Balance	\$66,466	\$68,334	\$146,481	\$275,178	\$388,545	\$172,492	\$108,360

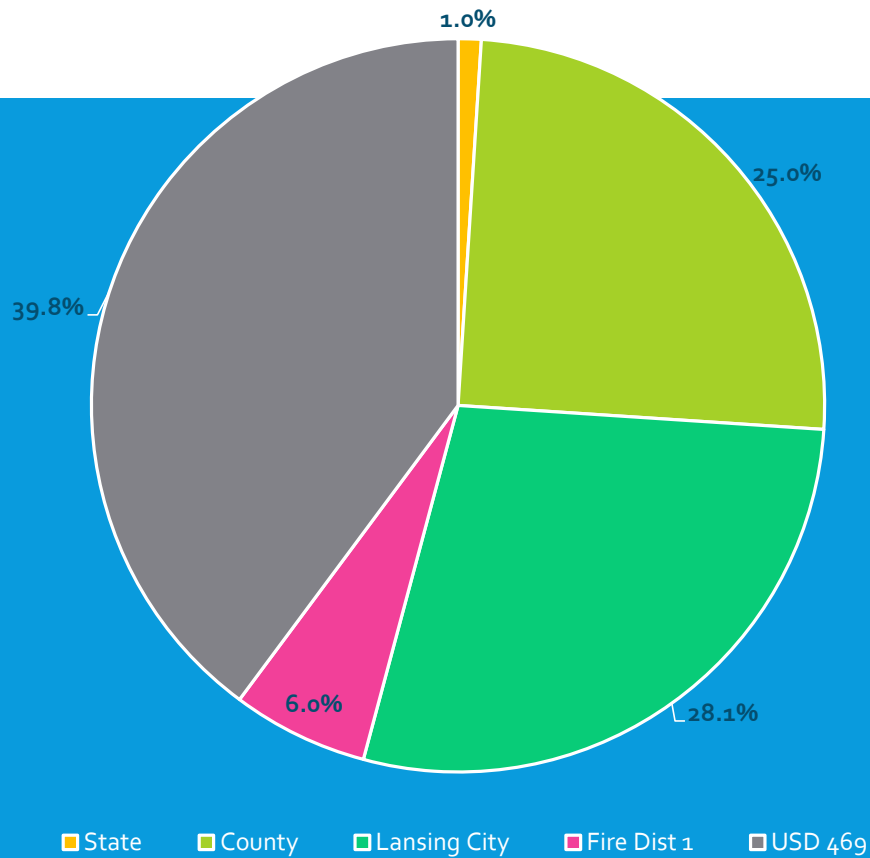
ENTERPRISE FUNDS

2023 Projected Budget	Wastewater	Solid Waste
Beginning Balance	\$2,630,519	\$158,219
Revenues	\$3,088,100	\$617,560
Total Receipts	\$6,569,663	\$775,779
Expenses	\$4,313,221	\$570,800
Ending Balance	\$1,405,398	\$204,979

C&S ITEMS REQUESTED FOR 2022

Department	Item	Amount
CED/PW	Carpet/remodel/paint	\$44,000
Library	Part-time Assistant Librarian	\$34,000
Municipal Court	Tyler Content Manager software	\$12,200
Parks	Parks Laborer	\$58,000
Parks	Utility Golf Cart	\$20,000
PW/Streets/WW	Mobile Message Board	\$25,000
PW/Police	Speed study K-7 between Mary & McIntyre	\$50,000
	Total C&S	\$243,200
PW CIP	Reconfigure islands/lights on Centre Drive (transfer from GF to CIP)	\$715,000

Mill Levy

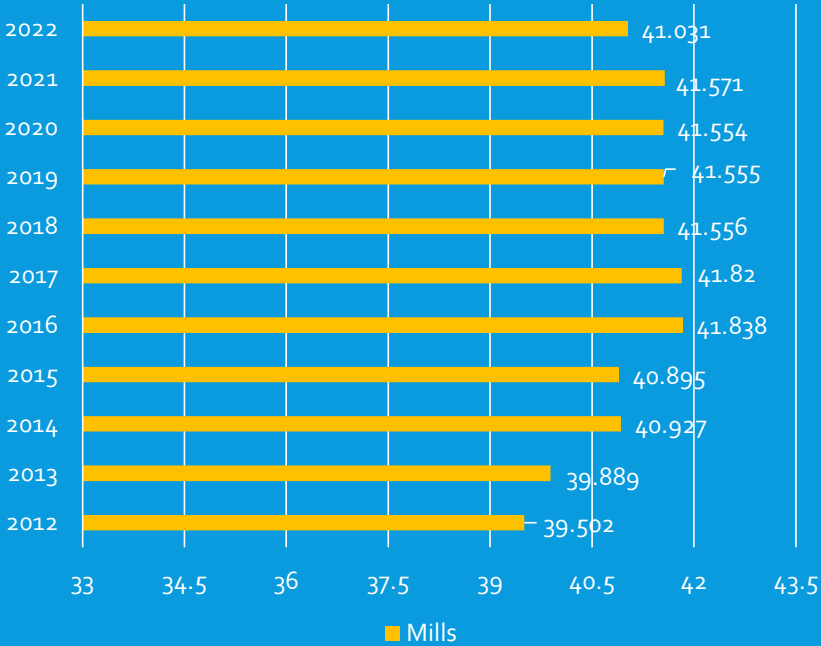


Taxing Entity	\$100,000 Home	\$200,000 Home	\$300,000 Home
State – 1.5	\$17.25	\$34.50	\$51.75
County – 36.691	\$421.95	\$843.89	\$1,265.84
Lansing City – 41.031	\$471.86	\$943.71	1415.57
Fire Dist 1 - \$8.923	\$102.61	\$205.23	\$307.84
USD 469 – 57.371	\$659.77	\$1,319.53	\$1,979.30
Total Levy – 145.516	\$1,673.43	\$3,346.87	\$5,020.30

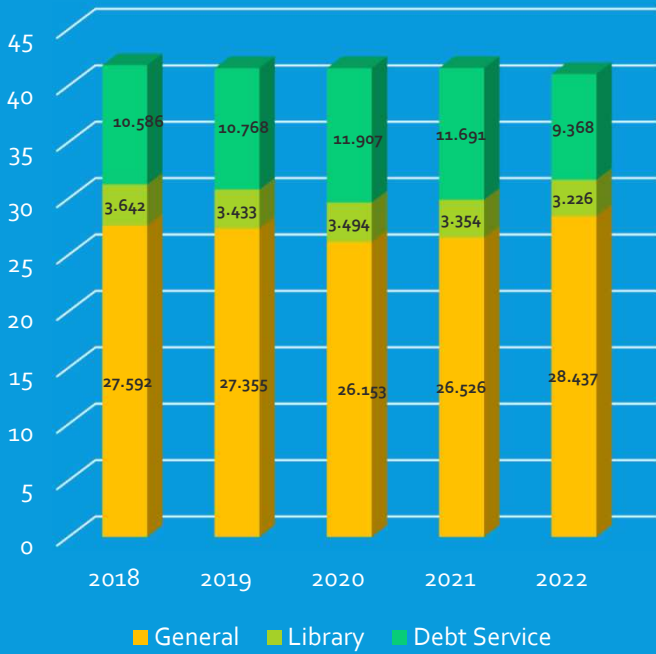
	\$100,000 Home	\$200,000 Home	\$300,000 Home
1 mill	\$11.50	\$23.00	\$34.50
2 mills	\$23.00	\$46.00	\$69.00
3 mills	\$34.50	\$69.00	\$103.50
4 mills	\$46.00	\$92.00	\$138.00

MILL LEVY

Mills



Mills by Tax Levy Fund



MILL LEVY COMPARISON

Property Tax	2022 Mill Levy	Proposed 2023 Mill Levy	12% Valuation Increase	Property Tax Increase
Mills	41.031	39.319		
on \$100,000 home	\$471.86	\$452.17	\$506.43	\$54.26
on \$200,000 home	\$943.71	\$904.34	\$1,012.86	\$108.52
on \$300,000 home	\$1,415.57	\$1,356.51	\$1,519.29	\$162.78

	2022 Budget	RNR Rate	Proposed 2023 Budget	
Mill Levy	41.031	36.426	39.319	
Assessed Valuation	\$96,977,897	\$109,238,631	\$109,238,631	
Tax Dollars Generated	\$3,979,100	\$3,979,100	\$4,295,154	\$316,054

QUESTIONS?

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

I. Department/Division:

CED/Public Works

II. Item Requested:

Carpet the CED/PW side of the Municipal Annex Building and paint the remaining rooms that were not painted during the 2022 project.

III. Request Justification:

Since the CED / Public Works offices were placed in this building in 2009, the interior of the building had not been painted or recarpeted until 2022 when Council authorized the painting of most of the interior of the building, with only a few rooms that didn't get painted due to the effort required to move plans / file boxes / etc. These unpainted areas will have to have things moved to carpet, and it didn't seem prudent to move things twice since we did not do carpet in 2022. Staff feels it would be appropriate to finish out the project by recarpeting the CED / PW offices and repainting the remaining interior rooms to protect the longevity and appearance of the building.

IV. Explain how the request will improve efficiency/effectiveness:

By protecting and maintaining the interior of the building, we protect the City's investment in this facility. Preventative maintenance such as this prevents projects from becoming emergencies and ensures the long life of City facilities.

IV. Cost:

\$44,000

\$1600 for painting remaining rooms (Plan storage room, Bathroom by PW Director, and File Room)

\$33000 for carpeting

\$5400 for moving

\$4000 for removing a sink and water fountain and replacing with a cabinets, counter, and sink (outside PW Director office)

Supporting documentation attached?

Yes – A 2022 quote from City Wide Facility Solutions, who was the contractor for the 2022 project, is included for review. Numbers provided were increased by roughly 10% to account for inflation and material cost increases. The project would be re-bid before letting in 2023.

City of Lansing, Kansas
800 First Terrace, Lansing, Kansas 66043

Service Agreement

By: City Wide Maintenance Co., Inc. d/b/a City Wide Facility Solutions

To: City of Lansing, Kansas

Re: Bid for Municipal Building Recarpeting of City Offices and Painting

Scope of Work: Under the Proposal, City Wide Facility Solutions will execute the following described work, which Owner agrees is a full and accurate designation of work.

We are pleased to propose the following:

Scope-

Prep walls for paint
Paint walls, 2 coats, Cashmere Low Luster
Demo base to paint
\$1395.00 Includes Labor and Material

General Furniture and Equipment Move for Carpet Installation
\$4880.00 General Labor and Equipment

Demo carpet and dispose
Demo wall cove base
Installation of new carpet squares (colors and styles TBD)
Installation of new 4-inch wall base color TBD
\$29,700.00 Includes Labor and Materials

Total Cost- \$35,975.00

Office Sink Project

Demo under sink wall.
Keep countertop and sink.
Provide and install two 36" cabinets around existing plumbing.
Re-installation of original countertop with original sink.
Remove Drinking fountain.
Wall repair and paint.

Total Cost- \$3475.00

Work to be completed during standard business hours

Dark accent colors may require a skim coat on wall, not included

Pictures removed by tenants and if they go back leave hook so you don't have to re-measure (all hooks left will be painted around/over, not patched)

Cost includes labor to remove and re-set all furniture (to include desks, tables, cabinets, printers, racks, shelves and other office equipment)

All personal items and paper stock are to be removed prior to scheduling. If all items specified are occupied with belongings an additional cost of \$4325.00 will be charged.

Pricing is good for 15 days.

Thank you for the opportunity to provide you with this Proposal. Pending your approval, we can

schedule the work. Please feel free to call me with any questions or comments at (816) 398-3926

Sincerely,

Zachary West
Facility Solutions Manager

This CONTRACT (the "Contract") is made and entered into as of the _____ day of _____, 20____, by and between City Wide Maintenance Co., Inc. d/b/a City Wide Facility Solutions ("City Wide") and _____, organized under the laws of the State of _____ ("Customer"), each sometimes referred to individually as a "Party" and collectively as the "Parties."

Services and Products. Services and products (if applicable) will be provided as set forth in a separate document ("Service Agreement") signed by representatives of the Parties.

Scope of Work. Services shall be provided in a professional and workmanlike manner in conformity with the Scope of Work "City Wide Personnel" consists of City Wide employees, agents and/or subcontractors. City Wide shall retain full responsibility for the Services of any City Wide Personnel.

Invoices. Customer agrees to pay the charges for Services and Products as set forth in the Service Agreement. City Wide will invoice Customer on or about the first workday of each month these Services and products are provided, such invoices are due and payable by the end of that month. Monthly fees for Services may be prorated by City Wide when appropriate. Invoices for any additional services and/or products will be sent immediately upon completion of the additional services, or delivery of the additional products. Payment for these services and products will be due within ten (10) days from the invoice date. Payment methods accepted are Check, Money Order, Electronic Funds Transfer, Wire Transfer, or ACH, unless prearranged and noted on the Service Agreement page. City Wide has the option to apply payment to a different invoice than may be designated by the Customer. Customer shall be responsible for all products and Services provided to the location set forth in the Service Agreement until City Wide receives notice by certified mail return receipt requested of a change in ownership of the location. **Any dispute concerning an invoice must be identified in writing within ten (10) days of the invoice date.** In the event the customer does not make payment, or file dispute, within the terms set forth, City Wide shall have the right to terminate its' Services and product delivery immediately without notice or liability. In addition, if Customer does not pay within stated terms, City Wide shall add and collect finance charges at a rate of **1 1/2%** per month, or the maximum rate permitted by law, on all amounts over terms, plus reasonable attorneys' or collection fees, and any other costs incurred by City Wide to enforce City Wide's rights hereunder.

Indemnification. Customer and City Wide shall fully indemnify, defend and hold harmless the other for any and all costs and expenses (including reasonable attorneys' fees) for any and all claims, costs, expenses and damages arising as a result of acts or omissions of the other, its employees, agents, guests, invitees and/or representatives.

Non-Solicitation. While Services are being provided hereunder and for a period of 180 days following the termination of City Wide's Services, Customer shall not employ, contract with nor have any business dealings whatsoever with any individual or company that was an employee, agent or subcontractor of City Wide (or a parent, subsidiary, franchisee, related or associated company) or employee, agent or subcontractor of a City Wide subcontractor, while Services were being provided hereunder.

Compliance. The Customer agrees to keep, or cause to keep, all of its facilities in conformity with all applicable federal, state or local laws, ordinances and regulations, as well as in conformity with requests made by City Wide to facilitate the performance of its Services, and agrees to fully indemnify, defend and hold harmless City Wide from any loss, injury or damages (including attorneys' fees) caused by the Customer's failure to abide by the terms of this paragraph and/or this Agreement.

Insurance. Customer shall maintain adequate insurance protection covering the subject premises and its employees, including coverage for statutory workers' compensation and comprehensive general liability for bodily injury and property damage. City Wide agrees to maintain in effect at all times the applicable insurance.

Force Majeure. If the performance of any part of this Contract by City Wide is prevented, hindered, or otherwise made impracticable by reason of any flood, riot, fire, or act of God, City Wide shall be excused from its performance for a commercially reasonable period of time to the extent that it is prevented, hindered or delayed by such causes.

Assignments. This agreement shall bind all parties, their heirs, assigns, successors, agents and representatives. City Wide may assign this Agreement and its obligations hereunder.

Arbitration. The parties hereto agree that any dispute respecting the interpretation of this Agreement, a breach hereof or otherwise dealing with this Agreement (and addendums or amendments thereto), shall be resolved by binding arbitration conducted in the appropriate forum. **THIS AGREEMENT CONTAINS A BINDING ARBITRATION PROVISION TO WHICH THE PARTIES AGREED TO BE BOUND.**

IN WITNESS WHEREOF, the Parties have caused this Contract to be executed by their duly authorized representatives as of the first written above.

City of Lansing, Kansas

City Wide Maintenance Co., Inc. d/b/a City Wide Facility Solutions

By: _____

Date: _____ 11/30/21 _____

Print: _____

Print: _____ Zachary West _____

Title: _____

Title: _____ CBS Executive _____

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

I. Department/Division:

Library

II. Item Requested:

Assistant Librarian (Part-Time)

III. Request Justification:

Funding for a part-time assistant librarian position was originally going to be requested in 2020 for the 2021 budget year, but that was put on hold due to the pandemic. Now that operations are normalizing, we would like to request that an additional part-time position is added for the library.

The employee will assist patrons with inquiries, check materials in-and-out, provide support for the high-volume exchange of materials through courier, and assist with special events for the library and other city departments.

IV. Explain how the request will improve efficiency/effectiveness:

The addition of a part-time staff member this position will:

1. Provide support to the processing of incoming and outgoing materials for courier, which will enable the full-time staff to have a more time available to fulfill duties not directly associated with public services
2. Help alleviate wait-time by assisting patrons during peak library usage
3. Assist with the preparation of library programs freeing up the Librarian and Director to plan and execute programming.
4. Alleviate the burden by providing coverage for time-off requests and trainings

V. Cost:

\$34,000

Supporting documentation attached?

(Please rank your requests if submitting more than one)

Department Ranking:

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

- I. **Department/Division:** Finance/Municipal Court
- II. **Item Requested:** Tyler Content Manager software application
- III. **Request Justification:**
The City of Lansing began using Incode court software in 2000. It is one of the most popular court case management programs among courts across Kansas. More and more courts are trying to go “paperless” or “paper-lite” to minimize physical document/file storage requirements and to be able to access information in electronic format. Tyler Content Manager (TCM) makes this easier by providing links to important documents directly inside our court software. By using this program, we can scan paperwork to TCM and not have to dig through files looking for things. We will also reduce the amount of physical storage that gets boxed up at the end of each year to be stored either downstairs in City Hall or upstairs at the Activity Center.
- IV. **Explain how the request will improve efficiency/effectiveness:**
We are currently scanning in lots of court papers (notices to appear, citations, attorney documents, case files, reports, etc.) and it has helped us by having items accessible in electronic form. Currently, we scan to a separate folder on our server labeled “Court Charts”; in order to keep things separated, we also have subfolders that we drill down into to save files. If I’m in court, and the judge wants to see a particular file for a particular case, I have to minimize our court software program, open Windows Explorer, and repeatedly click on folder names until I get to the document. For example, it could take clicking on the Court server, then the Court subfolder, then the Court Charts subfolder, then the 2022 subfolder, then the folder for that particular case, where I’m finally able to pull up the requested document. If we used TCM, we would still have the documents scanned, but we could stay in the court software program and click a link that would take us directly to the requested file much faster.
- V. **Cost:** \$12,186, with a recurring annual maintenance fee of \$1,605.

Supporting documentation attached? Yes (quote and explanatory e-mail)

(Please rank your requests if submitting more than one)

Department Ranking:



Quoted By:
Quote Expiration:
Quote Name:

Kellie Thomasson
10/31/22
Content Manager

Sales Quotation For:

City of Lansing
800 1st Ter
Lansing KS 66043-1725

Tyler Software

Description	License Total	Annual Maintenance
Tyler One		
Content Manager Suite		
Core	\$ 6,421	\$ 1,605
TOTAL:	\$ 6,421	\$ 1,605

Services

Description	Hours/Units	Extended Price	Maintenance
Content Manager Suite			
Professional Services	32	\$ 4,160	\$ 0
TOTAL:		\$ 4,160	\$ 0

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 6,421	\$ 1,605
Total Tyler Services	\$ 4,160	
Summary Total	\$ 10,581	\$ 1,605
Contract Total	\$ 12,186	

Detailed Breakdown of Professional Services (Included in Summary Total)

Description	Hours	Extended Price	Maintenance
Tyler One			
Content Manager Suite			
Core	32	\$ 4,160	\$ 0
Sub-Total	32	\$ 4,160	\$ 0
TOTAL:	32	\$ 4,160	\$ 0

Comments

- Some services may be delivered remotely via web-based training.
- Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.

SaaS is considered a term of one year unless otherwise indicated.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - o Implementation and other professional services fees shall be invoiced as delivered.
 - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project

Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.

o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held

For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

I. Department/Division:

Parks and Recreation

II. Item Requested:

Full time parks maintenance worker

III. Request Justification:

When we opened Bernard Park originally, staff spoke with the City Council about adding an additional maintenance person to help with the additional work. Unfortunately, the economy was bad at the time, and we never hired that position. While going through the planning process for the upcoming park improvements, we have been talking again about the need for additional staff. With the additional maintenance and mowing that will be associated with the new baseball and softball complex, additional help will be needed.

IV. Explain how the request will improve efficiency/effectiveness:

Currently we have 3 dedicated park maintenance staff including the Parks and Recreation Superintendent. The staff is currently very busy with the workload that they have. Adding the baseball and softball complex will add maintenance and more frequent mowing to an area that we do not currently maintain at the level that will be needed. An additional staff worker will help with this, along with all other aspects of park maintenance. It should also help to free up the Parks and Recreation Superintendent to spend more time on supervisory tasks.

V. Cost:

\$58,000.00 including benefits

Supporting documentation attached?

N/A

(Please rank your requests if submitting more than one)

Department Ranking: 1

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

I. Department/Division:

Parks and Recreation

II. Item Requested:

Utility Golf Cart - electric

III. Request Justification:

This piece of equipment would be used primarily at the new baseball/softball complex for field maintenance, trash removal, and other maintenance tasks. It could be used during the day for preparation and by game support staff for various duties. It could also be utilized for other maintenance tasks withing Bernard Park and for City Events.

IV. Explain how the request will improve efficiency/effectiveness:

This would give us a low impact method of maintaining the fields without hauling or driving other pieces of equipment to the park to do so. We do not wish to store large quantities of fuel at the park; therefore, we would like to consider an electric option. The request overall will greatly expedite the speed at which work can be completed, as well as allowing us to load and haul bulk materials that will be needed for repairs.

V. Cost:

\$20,000.00

Supporting documentation attached?

picture

(Please rank your requests if submitting more than one)

Department Ranking: 2



**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2023**

- I. Department/Division:** Public Works
- II. Item Requested:** Reconfiguration of the islands / lights on Centre Drive
- III. Request Justification:** The city council requested turn analysis for standard semi-trailer trucks onto Centre Drive. The result of that show that the island on the south has potential conflicts. This project has multiple options to address that issue.
- IV. Explain how the request will improve efficiency/effectiveness:** The removal of the island on the south will facilitate access by large tractor-trailer type vehicles.____
- IV. Cost:** One Island Removal - \$70,000. Full Project \$715,000 (Both Islands and Lights both sides per vendor plan)

See attached Exhibit showing locations

Island Modification for turn lanes	Qty	Unit	Unit Price	Extended
Contract Documents	1	LS	12,000	\$ 12,000.00
Mobilization	1	LS	10,000	\$ 10,000.00
Demolition	1	LS	6,000	\$ 6,000.00
Electrical Reconfiguration	1	LS	5,000	\$ 5,000.00
Base Prep (rock)	40	YD3	25	\$ 1,000.00
Asphalt Base	100	Ton	90	\$ 9,000.00
Asphalt Surface	30	Ton	100	\$ 3,000.00
Curb repair	200	LF	55	\$ 11,000.00
Traffic Control	1	LS	5,000	\$ 5,000.00
Pavement Markings	1	LS	1,500	\$ 1,500.00
			Sub Total	\$ 63,500.00
			10% Cont.	\$ 6,350.00
\$ 70,000.00	Budget		Estimate	\$ 69,850.00
New Centre Drive Lights (bothsides)				
Contract Documents	1	LS	50,000	\$ 50,000.00
Mobilization	1	LS	25,000	\$ 25,000.00
Site Prep	1	LS	5,000	\$ 5,000.00
Electrical Service Conduit	4,500	LF	12	\$ 54,000.00
Existing Light Demolition	40	EA	700	\$ 28,000.00
New Light Post - Mat	35	EA	8,000	\$ 280,000.00
New List Post Installation	35	EA	1,000	\$ 35,000.00
Site Restoration	4,500	LF	5	\$ 22,500.00
Traffic Control	1	LS	15,000	\$ 15,000.00
			Sub Total	\$ 514,500.00
			10% Cont	\$ 51,450.00
\$ 575,000.00	Budget		Estimate	\$ 565,950.00

Department Ranking: 3