



REGULAR COUNCIL MEETING/WORKSHOP

Wednesday, August 2, 2023 at 6:30 pm

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Bryan Chapman opened the Council Meeting at _____(time).

The Mayor led the Pledge of Allegiance.

Council Members present

Kramer Siemens_____

Kirby Stucky_____

Monty Leonard_____

Dan Hartman_____

Brenda DeHaven_____

Others present _____

2. APPROVAL OF AGENDA

Sample Motion:

Motion to approve the agenda as presented.

Motion by _____

Second by _____

3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

4. STAFF REPORTS

a. Kyle Nordick, City Administrator

b. Brad Jantz, City Attorney

5. CONSENT AGENDA

Sample Motion:

Motion to approve the consent agenda as presented.

Motion by _____

Second by _____

a. Minutes of July 19, 2023, Regular Meeting

Attachments:

- **Regular Council Meeting Minutes July 19, 2023** (regular-council-meeting-workshop_minutes_2023-07-19_163847.pdf)

b. Approval of Payroll July 21, 2023 amount \$24,023.18

c. Approval of General Disbursement Checks amount \$453,518.82

General Disbursement Check Reports

Attachments:

- **General Disbursement Checks** (Checks.pdf)

6. NEW BUSINESS

a. PEC Engineering Services Agreement - Sidewalk Concept

Sample Motion:

Motion to approve and authorize signatures on Work Order No. 23-04 – Engineering Services with PEC.

Motion by _____

Second by _____

Attachments:

- **PEC Engineering Services Agreement** (Engineering_Services_Agenda_Report.pdf)

7. DISCUSS & CONSIDER CITY AMENDMENT TO ATTORNEY CONTRACT

Sample Motion

Motion to approve City Attorney Contract amendment as presented.

Motion by _____

Second by _____

8. GOVERNING BODY COMMENTS

9. ADJOURN

Motion to adjourn the Regular Council meeting at _____ PM.

Second by _____

The Governing Body will hold a Budget Workshop following adjournment of the Regular Council Meeting.



REGULAR COUNCIL MEETING/WORKSHOP

Minutes

Wednesday, July 19, 2023 at 6:30 pm

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Minutes:

Council Member Monty Leonard opened the Council Meeting at 6:30 pm. **Council Member Monty Leonard** led the Pledge of Allegiance.

Council Members present Kirby Stucky, Monty Leonard, Dan Hartman, Brenda DeHaven (came at 6:32pm)

Also in attendance **Kyle Nordick, City Administrator; Shelia Agee, City Clerk; Bill Bush, Harvey County Independent**

2. APPROVAL OF AGENDA

Minutes:

Council Member Monty Leonard added appointment of Library Board Members to New Business.

Moved by **Council Member Dan Hartman** to approve agenda as presented with New Business addition.

Second by **Council Member Kirby Stucky**

Vote results:

Ayes: 3 / Nays: 0

3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

Minutes:

No public comments/presentations.

4. STAFF REPORTS

a. Kyle Nordick, City Administrator

Minutes:

City Administrator, Kyle Nordick, reported to Council that Ideatek is nearing 100% completion of underground work and a large portion of aerial preparatory work has been completed. Ideatek is on track to be completed by end of August or early September.

Reminder that LKM Conference is October 7-9 and early registration deadline is July 21st.

Asked if any other Council Members would like to attend.

The last day for the Pool is August 7th with the Dog Plunge event on August 8th.

Reminder that the next Moonlight Market is July 21st with 12 vendors and 2 food trucks and

live music.

b. **Brad Jantz, City Attorney**

5. CONSENT AGENDA

Minutes:

Motion by **Council Member Dan Hartman** to approve the consent agenda as presented.

Second by **Council Member Kirby Stucky**

Vote results:

Ayes: 4 / Nays: 0

a. **Minutes of July 5, 2023, Regular Meeting**

b. **Approval of Payroll July 7, 2023 amount \$22,375.51**

c. **Approval of General Disbursement Checks amount \$19,040.06**

General Disbursement Check Reports

6. NEW BUSINESS

a. **Presentation of Quarterly Financials**

Minutes:

City Administrator, Kyle Nordick, presented the 2nd Quarter Financials report.

b. **Appointment of Library Board Members**

Minutes:

Council approved appointment of Larrah Bills and Amanda Catlin to Library Board.

7. GOVERNING BODY COMMENTS

Minutes:

Council Member Brenda DeHaven asked "How much of the Wastewater Treatment Plant upgrades have been completed?"

City Administrator, Kyle Nordick went through list of projects and informed Council what projects have been completed.

8. ADJOURN

Minutes:

Motion by **Council Member Kirby Stucky** to adjourn the Regular Council meeting at 6:47pm.

Second by **Council Member Dan Hartman**

The Governing Body held a Budget Workshop following adjournment of the Regular Council Meeting. Budget Updates were presented in response to Council's feedback last meeting. In response to Council's questions regarding third police officer, **City Administrator, Kyle Nordick**, presented graphs on police call volumes by time and the police schedule including third full-time officer for almost 24/7 coverage. **Council Members Monty Leonard and Kirby Stucky** were concerned with Police coverage on weekends but were ok with budget.

August 2, 2023

PAYROLL CHECKS - DIRECT DEPOSIT
--

7/21/2023

\$ 24,023.18

TOTAL PAYROLL CHECKS

\$ 24,023.18

GENERAL DISBURSEMENT CHECKS-AAABSV

\$ 37,575.40

GENERAL DISBURSEMENT CHECKS-AAABSW

\$ 47,136.08

GENERAL DISBURSEMENT CHECKS-AAABSX

\$ 19,223.87

GENERAL DISBURSEMENT CHECKS-AAABSY

\$ 349,583.47

TOTAL DISBURSEMENT CHECKS

\$ 453,518.82

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)

Batch: AAABSV

7/17/2023 9:14:16 AM

Page 1

Vendor	Description	Check Date	Invoice#	Check#	Check Total
AGRI ENVIRONMENTAL SERVICES	SLUDGE HAUL	07/14/2023	1750	69829	\$1,040.00
BURRIS FABRICATION	VEHICLE REPAIR	07/14/2023	4802	69830	\$1,057.76
CORE & MAIN	AUTOREAD SOFTWARE SI	07/14/2023	S609011.	69831	\$2,150.00
FAMILY HEALTH AMERICA, LC	HRA	07/14/2023	20230714HRA	69832	\$100.00
HARVEY COUNTY ECONOMIC DEVEL	PARTNER CONTRIBUTION	07/14/2023	2013-1366/1369	69833	\$2,000.00
HARVEY COUNTY JAIL	DETENTION CENTER	07/14/2023	20230714JAILFEES	69834	\$140.00
INTRUST BANK	MISC CHARGES	07/14/2023	071423INTRUST	69835	\$2,886.08
JOY WILLIAMS	JUDGE SERVICES	07/14/2023	071423JUDGE	69836	\$500.00
KAYE ELECTRIC INC	CK POWER AT FIRE STA	07/14/2023	39298	69837	\$68.00
BRYAN KNOWLES	SUMMER CONCERT SERIE	07/14/2023	071423KNOWLES	69838	\$350.00
KANSAS STATE TREASURER	COURT FEES	07/14/2023	071423COURTFEES	69839	\$775.50
CITY OF NEWTON	WATER TREATMENT	07/14/2023	071423WTRTRTMNT	69840	\$6,725.16
KYLE NORDICK	REIMB CONCERT SINGER	07/14/2023	071423KN	69841	\$250.00
QUILL	OFFICE SUPPLIES	07/14/2023	33129394	69842	\$160.57
SAM'S CLUB	MISC CHARGES	07/14/2023	07142023SAMS	69843	\$1,543.47
SDK LABORATORIES	LAB ANALYSIS	07/14/2023	20230714SDK	69844	\$263.00
SENTRY ELECTRIC LLC	POLICE LIGHT	07/14/2023	32708	69845	\$2,109.13
SOUTH CENTRAL SEALING & PAVING	SCHOOL SIDEWALK/RAMP	07/14/2023	39421	69846	\$2,426.25
WCCIT	IT SRVC	07/14/2023	20230714	69847	\$652.00
USA BLUEBOOK	SEWER CHEMICALS	07/14/2023	INV00053722	69848	\$228.43
WASTE CONNECTIONS	MONTH LY TRASH/RECYC	07/14/2023	173559958V025	69849	\$7,055.26
MELISSA CONNEL	SUMMER CONCERT SERIE	07/14/2023	071423WHEAT	69852	\$300.00
WHOLESALE WATER SUPPLY DISTRIK	5-18-23 TO 6-17-23	07/14/2023	INV01331	69851	\$4,794.79

Total Direct Expense:

\$37,575.40

Total Immediate Payments:

\$37,575.40

Report Summary

Report Selection Criteria

Report Type: Detailed

Start

End

Transaction Number: Start

End

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABSV

7/17/2023 9:09:29 AM

Page 1

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
3	AGRI ENVIRONMENTAL / AGRI ENVIRONMENTAL SERV	7/14/2023	7/14/2023	1750	\$1,040.00
1	13-00-60-6160	7-13-23 SLUDGE HAUL 26K GAL	26,000.0	\$0.0400	\$1,040.00
10	BURRIS FAB / BURRIS FABRICATION	7/14/2023	7/14/2023	4802	\$1,057.76
1	01-10-70-7120	1996 F-350 REPAIR	0.3	\$1,057.7600	\$264.44
2	01-11-70-7120	1996 F-350 REPAIR	0.3	\$1,057.7600	\$264.44
3	10-00-70-7120	1996 F-350 REPAIR	0.3	\$1,057.7600	\$264.44
4	13-00-70-7120	1996 F-350 REPAIR	0.3	\$1,057.7600	\$264.44
19	CORE & MAIN / CORE & MAIN	7/14/2023	7/14/2023	S609011.	\$2,150.00
1	10-00-60-6200	AUTOREAD SOFTWARE SUPPORT-METER READS	1.0	\$2,150.0000	\$2,150.00
2	FAMILY HEALTH / FAMILY HEALTH AMERICA, LC	7/14/2023	7/14/2023	20230714HRA	\$100.00
1	03-00-60-6290	HRA	1.0	\$100.0000	\$100.00
1	HRVY CO EDC / HARVEY COUNTY ECONOMIC DEVELOP	7/14/2023	7/14/2023	2013-1366/1369	\$2,000.00
1	01-07-60-6410	2023 PARTNER CONTRIBUTION JUNE 2023	1.0	\$1,000.0000	\$1,000.00
2	01-07-60-6410	2023 PARTNER CONTRIBUTION JULY 2023	1.0	\$1,000.0000	\$1,000.00
5	HRVY CO SHERIFF / HARVEY COUNTY JAIL	7/14/2023	7/14/2023	20230714JAILFEES	\$140.00
1	01-05-60-6320	PRISONER HOUSING-B BOATWRIGHT	1.0	\$35.0000	\$35.00
2	01-05-60-6320	PRISONER HOUSING-R FELIX	1.0	\$35.0000	\$35.00
3	01-05-60-6320	PRISONER HOUSING-M HARRISON	1.0	\$35.0000	\$35.00
4	01-05-60-6320	PRISONER HOUSING-R HERSH	1.0	\$35.0000	\$35.00

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABSV

7/17/2023 9:09:29 AM

Page 2

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
11	INTRUST / INTRUST BANK	7/14/2023 7/14/2023		071423INTRUST	\$2,886.08
1	01-10-70-7120	PRAIRIELAND PARTNERS-TRACTOR SEAT	0.3	\$464.5600	\$116.14
2	01-11-70-7120	PRAIRIELAND PARTNERS-TRACTOR SEAT	0.3	\$464.5600	\$116.14
3	10-00-70-7120	PRAIRIELAND PARTNERS-TRACTOR SEAT	0.3	\$464.5600	\$116.14
4	13-00-70-7120	PRAIRIELAND PARTNERS-TRACTOR SEAT	0.3	\$464.5600	\$116.14
5	01-01-60-6200	WIX.COM WEBSITE	0.3	\$22.0000	\$5.50
6	01-03-60-6200	WIX.COM WEBSITE	0.3	\$22.0000	\$5.50
7	10-00-60-6200	WIX.COM WEBSITE	0.3	\$22.0000	\$5.50
8	13-00-60-6200	WIX.COM WEBSITE	0.3	\$22.0000	\$5.50
9	01-03-70-7210	FLYING J-FUEL TO GET AMBULANCE	1.0	\$42.0600	\$42.06
10	01-03-70-7010	KHP-VIN INSPECTION SHEETS	1.0	\$100.0000	\$100.00
11	36-00-00-8210	STATE OF KS-TEMPORARY ALCOHOL PERMIT	1.0	\$25.6300	\$25.63
12	01-01-70-7010	JUST FLOWERS-JIM IRELAND FUNERAL	1.0	\$77.9700	\$77.97
13	01-06-70-7420	AMAZON-POOL SKIMMER BASKETS, POOL VACUUM	1.0	\$263.8800	\$263.88
14	01-04-70-7420	BOUND TREE	1.0	\$271.3300	\$271.33
15	10-00-70-7020	USPS-WATER SAMPLE POSTAGE	1.0	\$11.1000	\$11.10
16	01-11-70-7010	DG-MAINT BLUE BOX BATTERIES	1.0	\$15.6600	\$15.66
17	01-11-70-7010	DG-MAINT DRINKING WATER	1.0	\$30.0000	\$30.00
18	01-01-60-6720	R&V BLUE HEREFORD-MEAL TO GET AMBULANCE	1.0	\$50.2600	\$50.26
19	01-10-70-7420	MENARDS-CHAIRS/TABLES FOR MAIN STREET	1.0	\$589.9400	\$589.94
20	01-01-70-7010	DG-LUNCH MTG SUPPLIES	1.0	\$10.6900	\$10.69
21	01-01-60-6720	FLYING J-FUEL TO GET AMBULANCE	1.0	\$112.0000	\$112.00
22	41-11-00-8210	BEST BUY-JIMBO'S IPAD	1.0	\$799.0000	\$799.00
15	JOY / JOY WILLIAMS	7/14/2023 7/14/2023		071423JUDGE	\$500.00
1	01-05-60-6300	JUDGE SERVICES-JOY	1.0	\$500.0000	\$500.00
18	KAYE / KAYE ELECTRIC INC	7/14/2023 7/14/2023		39298	\$68.00
1	01-04-60-6100	CK POWER AT FIRE STATION-RESET XFER SWITCH	1.0	\$68.0000	\$68.00
23	KNOWLES / BRYAN KNOWLES	7/14/2023 7/14/2023		071423KNOWLES	\$350.00
1	36-00-00-8210	SUMMER CONCERT SERIES-KNOWLES	1.0	\$350.0000	\$350.00
13	KS TREASURER / KANSAS STATE TREASURER	7/14/2023 7/14/2023		071423COURTFEES	\$775.50
1	01-05-60-6310	JBEF	1.0	\$33.0000	\$33.00
2	01-05-60-6310	LETC	1.0	\$742.5000	\$742.50

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

7/17/2023 9:09:29 AM

City of Sedgwick (SEDGKS)
Batch: AAABSV

Page 3

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
20	NEWTON CITY / CITY OF NEWTON	7/14/2023	7/14/2023	071423WTRTRTMNT	\$6,725.16
1	10-00-60-6152	5-19-23 TO 6-22-23 WATER TREATMENT 622700 USAGE	1.0	\$6,725.1600	\$6,725.16
14	NORDICK / KYLE NORDICK	7/14/2023	7/14/2023	071423KN	\$250.00
1	36-00-00-8210	REIMB KYLE-PD CONCERT SINGER	1.0	\$250.0000	\$250.00
17	QUILL / QUILL	7/14/2023	7/14/2023	33129394	\$160.57
1	01-01-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.5	\$160.5500	\$80.28
2	01-03-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.1	\$160.5700	\$16.06
3	01-05-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.2	\$160.5700	\$32.11
4	01-09-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.1	\$160.5700	\$8.03
5	10-00-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.1	\$160.5700	\$8.03
6	12-00-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.1	\$160.5700	\$8.03
7	13-00-70-7010	PERSONNEL FOLDERS, COLORED PAPER FOR CHECKS	0.1	\$160.5700	\$8.03
6	SAMS / SAM'S CLUB	7/14/2023	7/14/2023	07142023SAMS	\$1,543.47
1	01-06-70-7240	POOL CONCESSIONS	1.0	\$344.9600	\$344.96
2	01-00-00-4348	MISC CHARGES	1.0	\$81.4000	\$81.40
3	01-06-70-7240	POOL CONCESSIONS	1.0	\$90.5000	\$90.50
4	01-06-70-7240	POOL CONCESSIONS	1.0	\$277.4800	\$277.48
5	01-06-70-7240	POOL CONCESSIONS	1.0	\$504.2100	\$504.21
6	01-01-70-7010	MEMBERSHIP DUES	0.8	\$244.9200	\$183.69
7	01-06-70-7010	MEMBERSHIP DUES	0.3	\$244.9200	\$61.23
9	SDK / SDK LABORATORIES	7/14/2023	7/14/2023	20230714SDK	\$263.00
1	13-00-60-6170	LAB ANALYSIS	1.0	\$263.0000	\$263.00
7	SENTRY ELECTRIC / SENTRY ELECTRIC LLC	7/14/2023	7/14/2023	32708	\$2,109.13
1	41-03-00-8210	POLICE LIGHT	1.0	\$2,109.1300	\$2,109.13
8	SOUTH CENTRAL / SOUTH CENTRAL SEALING & PAVIN	7/14/2023	7/14/2023	39421	\$2,426.25
1	40-15-00-8210	SCHOOL SIDEWALK/ADA RAMPS	1.0	\$2,426.2500	\$2,426.25

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

7/17/2023 9:09:29 AM

City of Sedgwick (SEDGKS)
Batch: AAABSV

Page 4

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
4	STUDIO F INC. / WCCIT	7/14/2023	7/14/2023	20230714	\$652.00
1	01-01-60-6200	MO SRVC-ADMIN	0.5	\$400.0000	\$200.00
2	01-03-60-6200	MO SRVC-POLICE	0.3	\$400.0000	\$100.00
3	01-04-60-6200	MO SRVC-FIRE	0.1	\$400.0000	\$20.00
4	13-00-60-6200	MO SRVC-SEWER	0.2	\$400.0000	\$80.00
5	01-01-60-6200	MICROSOFT	0.3	\$252.0000	\$63.00
6	01-03-60-6200	MICROSOFT	0.3	\$252.0000	\$63.00
7	10-00-60-6200	MICROSOFT	0.3	\$252.0000	\$63.00
8	13-00-60-6200	MICROSOFT	0.3	\$252.0000	\$63.00
16	USA BLUEBOOK / USA BLUEBOOK	7/14/2023	7/14/2023	INV00053722	\$228.43
1	13-00-70-7220	SEWER CHEMICALS	1.0	\$228.4300	\$228.43
12	WASTE CONNECTIONS / WASTE CONNECTIONS	7/14/2023	7/14/2023	173559958V025	\$7,055.26
1	12-00-60-6160	95 GALLON TRASH CART	362.0	\$10.4400	\$3,779.28
2	12-00-60-6160	65 GALLON TRASH CART	158.0	\$8.3600	\$1,320.88
3	12-00-60-6160	35 GALLON TRASH CART	43.0	\$8.3600	\$359.48
4	12-00-60-6160	SR 35 GALLON TRASH CART	32.0	\$7.3200	\$234.24
5	12-00-60-6160	SEDG CO SURCHARGE	57.0	\$2.5000	\$142.50
6	12-00-60-6160	RECYCLE	586.0	\$2.0800	\$1,218.88
7	12-00-60-6160	CART EXCHANGE	0.0	\$22.2000	\$0.00
22	WHEAT STATE REVIVAL / MELISSA CONNEL	7/14/2023	7/14/2023	071423WHEAT	\$300.00
1	36-00-00-8210	SUMMER CONCERT SERIES-WHEAT STATE	1.0	\$300.0000	\$300.00
21	WHOLESALE WATER / WHOLESALE WATER SUPPLY DI	7/14/2023	7/14/2023	INV01331	\$4,794.79
1	10-00-60-6150	WATER USAGE 622700	6,227.0	\$0.7700	\$4,794.79
Grand Totals					
				Total Direct Expense:	\$37,575.40
				Total Immediate Payments:	\$37,575.40

Report Summary

Report Selection Criteria

Report Type: Detailed

Start

End

Transaction Number: Start

End

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)
Batch: AAABSW

7/21/2023 12:18:45 PM

Page 1

Vendor	Description	Check Date	Invoice#	Check#	Check Total
AG SPRAY EQUIPMENT	SPRAYER PARTS	07/21/2023	720629	69853	\$97.88
COX BUSINESS SERVICES	PHONE/FAX/TV/INTERNE	07/21/2023	20230721COX	69854	\$1,274.66
D. GERBER COMMERCIAL POOL PRO	POOL CHEMICALS	07/21/2023	23262	69855	\$2,203.81
EVERGY	ELECTRIC SERVICE	07/21/2023	072123EVERGY	69856	\$4,467.58
EVERGY	STREET LIGHTS	07/21/2023	072123STREETLIGHTS	69857	\$1,860.35
CITY OF HALSTEAD	HALSTEAD EMS	07/21/2023	20230721EMS	69858	\$10,000.00
LAW OFFICE OF JENNIFER LAUTZ	CITY VS AKILO	07/21/2023	374	69859	\$200.00
KANZA CO-OPERATIVE ASSOCIATION	FUEL CHARGES	07/21/2023	072123COOP	69860	\$2,630.53
KANSAS GAS SERVICE	GAS SERVICE	07/21/2023	07212023GAS	69861	\$189.40
LEE REED ENGRAVING INC	ABOVE AND BEYOND	07/21/2023	2300774	69862	\$37.50
SEDGWICK LILLIAN TEAR LIBRARY	APPROPRIATION	07/21/2023	20230721LIBRARY	69863	\$21,776.81
PRIDE AG RESOURCES	MISC CHARGES	07/21/2023	106541/3	69864	\$538.10
QUIK PRINT	DOOR HANGERS - CODE	07/21/2023	26215	69865	\$230.01
SOUTH CENTRAL SEALING & PAVING	CONCRETE REPAIR	07/21/2023	39581	69866	\$760.00
UNDERGROUND VAULTS & STORAGE	MONTHLY STORAGE FEE	07/21/2023	537090	69867	\$16.05
USA BLUEBOOK	WWTP CHEMICALS	07/21/2023	INV00059861	69868	\$561.40
WILBUR-ELLIS COMPANY	WEED KILLER	07/21/2023	15831298	69869	\$292.00

Total Direct Expense: \$47,136.08

Total Immediate Payments: \$47,136.08

Report Summary

Report Selection Criteria

Report Type: Detailed

Start End

Transaction Number: Start End

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)

Batch: AAABSW

7/21/2023 11:21:31 AM

Page 1

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
17	AG SPRAY / AG SPRAY EQUIPMENT	7/21/2023	7/21/2023	720629	\$97.88
1	01-08-70-7110	SPRAYER PARTS	0.3	\$97.8800	\$24.47
2	01-10-70-7110	SPRAYER PARTS	0.3	\$97.8800	\$24.47
3	10-00-70-7110	SPRAYER PARTS	0.3	\$97.8800	\$24.47
4	13-00-70-7110	SPRAYER PARTS	0.3	\$97.8800	\$24.47
4	COX / COX BUSINESS SERVICES	7/21/2023	7/21/2023	20230721COX	\$1,274.66
1	01-01-60-6180	CH PHONE/FAX/INTERNET/TV	1.0	\$413.6500	\$413.65
2	01-05-60-6180	COURT PHONE/FAX/INTERNET/TV	1.0	\$79.5500	\$79.55
3	10-00-60-6180	WATER PHONE/FAX/INTERNET/TV	1.0	\$79.5500	\$79.55
4	13-00-60-6180	SEWER PHONE/FAX/INTERNET/TV	1.0	\$79.5500	\$79.55
5	01-03-60-6180	PD PHONE/FAX/INTERNET/TV	1.0	\$142.4500	\$142.45
6	01-11-60-6180	MAINT SHOP 320 N WASH PHONE	1.0	\$33.8200	\$33.82
7	01-04-60-6180	FIRE PHONE/INTERNET	1.0	\$112.8200	\$112.82
8	13-00-60-6180	SEWER PLANT PHONE/INTERNET	1.0	\$152.8500	\$152.85
9	01-06-60-6180	POOL PHONE/INTERNET	1.0	\$112.7800	\$112.78
10	13-00-60-6180	EAST LIFT PHONE	1.0	\$33.8200	\$33.82
11	13-00-60-6180	SOUTH LIFT PHONE	1.0	\$33.8200	\$33.82
15	D. GERBER / D. GERBER COMMERCIAL POOL PRODUC	7/21/2023	7/21/2023	23262	\$2,203.81
1	01-06-70-7220	POOL CHEMICALS	1.0	\$2,203.8100	\$2,203.81

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABSW

7/21/2023 11:21:31 AM

Page 2

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
11	EVERGY / EVERGY	7/21/2023 7/21/2023		072123EVERGY	\$4,467.58
1	01-10-60-6180	0009908927 - 505 N MADISON SCHOOL ZONE	1.0	\$23.8700	\$23.87
2	01-03-60-6180	659714280 - PD BLDG	1.0	\$118.3700	\$118.37
3	01-10-60-6180	1062940882 - 804 N MADISON ST POLE	1.0	\$33.2400	\$33.24
4	01-10-60-6180	1761794880 - 103 W 5TH ELECT AT POLE	1.0	\$23.8700	\$23.87
5	01-10-60-6180	2464686086 - 310 N MADISON AVE SCHOOL ZONE	1.0	\$23.8700	\$23.87
6	01-10-60-6180	3002790064 - 100 WHEATLAND DR STREET POLE	1.0	\$25.6300	\$25.63
7	01-10-60-6180	3175824328 - 502 N COMM STREET ELECT AT POLE	1.0	\$23.8700	\$23.87
8	10-00-60-6180	3731495616 - 404 N HARRISON EAST WATER TOWER	1.0	\$120.6100	\$120.61
9	13-00-60-6180	3738109015 - 1900 N WASH WWTP	1.0	\$1,330.7100	\$1,330.71
10	01-04-60-6180	3742938337 - 316 N WASH FIRE BLDG	1.0	\$194.2700	\$194.27
11	01-11-60-6180	3743030616 - 324 N WASH SHOP	1.0	\$68.4800	\$68.48
12	01-08-60-6180	3748198293 - 204 W 4TH PARK LIGHTS	1.0	\$125.7400	\$125.74
13	01-06-60-6180	4920122509 - 403 N FRANKLIN POOL	1.0	\$815.5100	\$815.51
14	01-01-60-6180	5043441260 - 107 W 5TH SR CTR	1.0	\$444.5500	\$444.55
15	01-01-60-6180	5111455161 - CITY HALL	1.0	\$271.3300	\$271.33
16	13-00-60-6180	7277816660 - 402 N HARRISON EAST LIFT	1.0	\$76.9700	\$76.97
17	01-10-60-6180	7610673523 - 100 INDUSTRIAL DR STREET POLE	1.0	\$25.5600	\$25.56
18	10-00-60-6180	7852345322 - 501 WELLHOUSE RD, WATER	1.0	\$23.8700	\$23.87
19	01-10-60-6180	8514115281 - 413 W 4TH SCHOOL ZONE	1.0	\$25.0000	\$25.00
20	01-10-60-6180	8574522122 - 302 W 4TH SCHOOL ZONE	1.0	\$23.8700	\$23.87
21	10-00-60-6180	1282677544 - 205 W 5TH WEST WATER TOWER	1.0	\$183.0400	\$183.04
22	13-00-60-6180	3728481135 - 402 S COMM SOUTH LIFT	1.0	\$43.4200	\$43.42
23	13-00-60-6180	3742907574 - 308 N WASH MAIN LIFT	1.0	\$294.8000	\$294.80
24	10-00-60-6180	3749459455 - 518 W 5TH WEST WELL HOUSE	1.0	\$39.0600	\$39.06
25	01-11-60-6180	7510510077 - 200 E IND DR MAINT SHOP	1.0	\$88.0700	\$88.07
12	EVERGY / EVERGY	7/21/2023 7/21/2023		072123STREETLIGHTS	\$1,860.35
1	01-10-60-6180	STREET LIGHTS	1.0	\$1,860.3500	\$1,860.35
9	HALSTEAD / CITY OF HALSTEAD	7/21/2023 7/21/2023		20230721EMS	\$10,000.00
1	01-02-60-6290	HALSTEAD EMS SERVICE	1.0	\$10,000.0000	\$10,000.00
2	JENNIFER LAUTZ LAW / LAW OFFICE OF JENNIFER LAI	7/21/2023 7/21/2023		374	\$200.00
1	01-05-60-6300	CITY OF SEDGWICK VS AKILO RATCLIFF	1.0	\$200.0000	\$200.00

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)

Batch: AAABSW

7/21/2023 11:21:31 AM

Page 3

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
10	KANZA / KANZA CO-OPERATIVE ASSOCIATION	7/21/2023	7/21/2023	072123COOP	\$2,630.53
1	01-03-70-7210	FUEL - PD	1.0	\$641.5200	\$641.52
2	10-00-70-7210	FUEL - WATER	1.0	\$548.7200	\$548.72
3	01-04-70-7210	FUEL - FIRE	1.0	\$118.9600	\$118.96
4	01-10-70-7210	FUEL - STREETS	1.0	\$548.7200	\$548.72
5	13-00-70-7210	FUEL - SEWER	1.0	\$470.3300	\$470.33
6	01-08-70-7220	CORNERSTONE WEED KILLER	0.5	\$120.0000	\$60.00
7	01-10-70-7220	CORNERSTONE WEED KILLER	0.5	\$120.0000	\$60.00
8	01-08-70-7120	SUPERLUBE 15W40-TRUCKS	1.0	\$45.5700	\$45.57
9	01-10-70-7120	SUPERLUBE 15W40-TRUCKS	1.0	\$45.5700	\$45.57
10	10-00-70-7120	SUPERLUBE 15W40-TRUCKS	1.0	\$45.5700	\$45.57
11	13-00-70-7120	SUPERLUBE 15W40-TRUCKS	1.0	\$45.5700	\$45.57
1	KS GAS / KANSAS GAS SERVICE	7/21/2023	7/21/2023	07212023GAS	\$189.40
1	13-00-60-6180	402 S COMM GAS SERVICE	1.0	\$50.7000	\$50.70
2	01-01-60-6180	CH GAS SERVICE	1.0	\$43.2200	\$43.22
3	01-04-60-6180	320 N WASH GAS SERVICE	0.9	\$95.4800	\$81.16
4	01-11-60-6180	320 N WASH GAS SERVICE	0.2	\$95.4800	\$14.32
6	LEE REED / LEE REED ENGRAVING INC	7/21/2023	7/21/2023	2300774	\$37.50
1	01-01-70-7010	ABOVE AND BEYOND PLAQUE - MILLESON	1.0	\$37.5000	\$37.50
8	LIBRARY / SEDGWICK LILLIAN TEAR LIBRARY	7/21/2023	7/21/2023	20230721LIBRARY	\$21,776.81
1	04-00-00-9940	LIBRARY APPROPRIATION	1.0	\$21,776.8100	\$21,776.81
16	PRIDE AG / PRIDE AG RESOURCES	7/21/2023	7/21/2023	106541/3	\$538.10
1	01-10-70-7110	8TH STREET FENCE BOLTS	1.0	\$135.9600	\$135.96
2	01-11-70-7420	SHOP SOCKET SETS	1.0	\$350.1600	\$350.16
3	01-10-70-7110	CHAINSAW CHAINS	1.0	\$51.9800	\$51.98
3	QUIK / QUIK PRINT	7/21/2023	7/21/2023	26215	\$230.01
1	01-01-70-7010	DOOR HANGERS CODE VIOLATIONS	0.5	\$230.0100	\$115.01
2	01-03-70-7010	DOOR HANGERS CODE VIOLATIONS	0.1	\$230.0100	\$23.00
3	01-05-70-7010	DOOR HANGERS CODE VIOLATIONS	0.2	\$230.0100	\$46.00
4	01-09-70-7010	DOOR HANGERS CODE VIOLATIONS	0.1	\$230.0100	\$11.50
5	10-00-70-7010	DOOR HANGERS CODE VIOLATIONS	0.1	\$230.0100	\$11.50
6	12-00-70-7010	DOOR HANGERS CODE VIOLATIONS	0.1	\$230.0100	\$11.50
7	13-00-70-7010	DOOR HANGERS CODE VIOLATIONS	0.1	\$230.0100	\$11.50
7	SOUTH CENTRAL / SOUTH CENTRAL SEALING & PAVIN	7/21/2023	7/21/2023	39581	\$760.00
1	40-15-00-8210	CONCRETE REPAIR - 605 N WASHINGTON	1.0	\$760.0000	\$760.00

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

7/21/2023 11:21:31 AM

City of Sedgwick (SEDGKS)
Batch: AAABSW

Page 4

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
5	UNDERGROUND / UNDERGROUND VAULTS & STORAGE	7/21/2023	7/21/2023	537090	\$16.05
1	01-01-60-6200	MONTHLY STORAGE FEE	1.0	\$16.0500	\$16.05
13	USA BLUEBOOK / USA BLUEBOOK	7/21/2023	7/21/2023	INV00059861	\$561.40
1	13-00-70-7220	WWTP CHEMICALS	1.0	\$561.4000	\$561.40
14	WILBUR-ELLIS / WILBUR-ELLIS COMPANY	7/21/2023	7/21/2023	15831298	\$292.00
1	01-08-70-7100	WEED KILLER	0.5	\$292.0000	\$146.00
2	01-10-70-7100	WEED KILLER	0.5	\$292.0000	\$146.00
Grand Totals					
				Total Direct Expense:	\$47,136.08
				Total Immediate Payments:	\$47,136.08

Report Summary

Report Selection Criteria

Report Type: Detailed

Start End

Transaction Number: Start End

AP Bank Reconciliation Posting Audit Report

City of Sedgwick (SEDGKS)

07/26/2023 12:49:14 PM

Batch: AAABSX

User ID: SHELIA

Page 1

Bank Code: CKG LEGACY BANK

Vendor Tran#	Document #	Date	Type	User ID	Posting Reference	Total Amount
LEGACY BANK						
1	69870	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$6,648.25
Description:						
KANSAS STATE WITHHOLDING TAX						
2	69871	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$1,015.65
Description:						
KPERs						
3	69872	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$3,008.38
Description:						
BCBS OF KANSAS						
4	69873	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$8,307.45
Description:						
AFLAC						
5	69874	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$127.08
Description:						
AETNA						
6	69875	07/21/2023	Check	SHELIA	AP0000001170AAABSX	\$117.06
Description:						

	Bank Totals	Items	Total Voids	Items
Checks	(\$19,223.87)	6	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity for CKG:	(\$19,223.87)			

Report Totals

	Bank Totals	Items	Total Voids	Items
Checks	(\$19,223.87)	6	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity:	(\$19,223.87)			

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)
Batch: AAABSY

7/28/2023 9:11:44 AM

Page 1

Vendor	Description	Check Date	Invoice#	Check#	Check Total
AG SPRAY EQUIPMENT	HOSE FOR POOL VAC	07/28/2023	711469	69876	\$92.97
CARDINAL COLLECTIVE	CARDINAL DONATION	07/28/2023	072823CARD COLL	69877	\$500.00
CARQUEST AUTO PARTS	TRACTOR BATTERY	07/28/2023	2695-498301	69878	\$148.93
CORE & MAIN	GASKETS SETTERS	07/28/2023	T178199	69879	\$17.40
D. GERBER COMMERCIAL POOL PRO	POOL CHEMICALS	07/28/2023	23192	69880	\$1,766.91
GRABER'S ACE HARDWARE	MISC MAINT CHARGES	07/28/2023	K47712 K48006 K48350	69881	\$429.92
KANSAS STATE TREASURER	BOND PAYMENT	07/28/2023	R1230901122305	69882	\$344,961.38
LEAGUE OF KANSAS MUNICIPALITIES	LKM CONFERENCE	07/28/2023	7114	69883	\$1,000.00
QUIK PRINT	BUSINESS CARDS	07/28/2023	26432	69884	\$177.38
QUILL	OFFICE SUPPLIES	07/28/2023	33472543 33473528	69885	\$62.22
TOWNCLOUD, INC	AGENDA SOFTWARE	07/28/2023	3977	69886	\$50.00
USA BLUEBOOK	VWTP CHEMICALS	07/28/2023	INV00069504 00070266	69887	\$376.36

Total Direct Expense: \$349,583.47

Total Immediate Payments: \$349,583.47

Report Summary

Report Selection Criteria

Report Type: Detailed
Start End
Transaction Number: Start End

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)

Batch: AAABSY

7/28/2023 8:45:22 AM

Page 1

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
1	AG SPRAY / AG SPRAY EQUIPMENT	7/28/2023	7/28/2023	711469	\$92.97
1	01-06-70-7110	AG SPRAY-HOSE FOR POOL VACUUM	1.0	\$92.9700	\$92.97
2	CARDINAL / CARDINAL COLLECTIVE	7/28/2023	7/28/2023	072823CARD COLL	\$500.00
1	01-07-60-6400	CARDINAL COLLECTIVE DONATION	1.0	\$500.0000	\$500.00
3	CARQUEST / CARQUEST AUTO PARTS	7/28/2023	7/28/2023	2695-498301	\$148.93
1	01-10-70-7110	CARQUEST-TRACTOR BATTERY	1.0	\$148.9300	\$148.93
4	CORE & MAIN / CORE & MAIN	7/28/2023	7/28/2023	T178199	\$17.40
1	10-00-70-7130	GASKETS FOR WATER METER SETTERS	1.0	\$17.4000	\$17.40
5	D. GERBER / D. GERBER COMMERCIAL POOL PRODUC	7/28/2023	7/28/2023	23192	\$1,766.91
1	01-06-70-7220	GERBER-POOL CHEMICALS	1.0	\$1,766.9100	\$1,766.91
6	GRABER'S / GRABER'S ACE HARDWARE	7/28/2023	7/28/2023	K47712 K48006 K48350	\$429.92
1	01-11-70-7130	GRAER'S-HITCH & COUPLING	1.0	\$39.9800	\$39.98
2	01-06-70-7100	GRABER'S-PARTS FOR POOL WATER LEAK	1.0	\$90.9400	\$90.94
3	01-11-70-7420	GRABER'S-IMPACT DRIVE SET	1.0	\$299.0000	\$299.00
7	KS TREASURER / KANSAS STATE TREASURER	7/28/2023	7/28/2023	R1230901122305	\$344,961.38
1	06-00-90-9820	GO BOND SERIES A 2021 PRINCIPAL	1.0	\$3,000.0000	\$3,000.00
2	06-00-90-9830	GO BOND SERIES A 2021 INTEREST	1.0	\$910.0000	\$910.00
3	06-00-90-9860	GO BOND SERIES A 2021 FEE	1.0	\$1.2500	\$1.25
4	06-00-90-9820	GO REF & IMP BONDS SR 2012-A PRINCIPAL	1.0	\$45,000.0000	\$45,000.00
5	06-00-90-9830	GO REF & IMP BONDS SR 2012-A INTEREST	1.0	\$1,365.6300	\$1,365.63
6	06-00-90-9820	GO REF BONDS SR 2017-A PRINCIPAL	1.0	\$85,000.0000	\$85,000.00
7	06-00-90-9830	GO REF BONDS SR 2017-A INTEREST	1.0	\$17,325.0000	\$17,325.00
8	06-00-90-9820	GO BOND SERIES A 2015 PRINCIPAL	1.0	\$30,000.0000	\$30,000.00
9	06-00-90-9830	GO BOND SERIES A 2015 INTEREST	1.0	\$1,092.5000	\$1,092.50
10	06-00-90-9860	GO BOND SERIES A 2015 FEE	1.0	\$1.2500	\$1.25
11	06-00-90-9820	GO BOND SERIES 2016 PRINCIPAL	1.0	\$22,000.0000	\$22,000.00
12	06-00-90-9830	GO BOND SERIES 2016 INTEREST	1.0	\$1,177.0000	\$1,177.00
13	06-00-90-9860	GO BOND SERIES A 2015 FEE	1.0	\$1.2500	\$1.25
14	06-00-90-9820	GO REF & IMP BONDS SR 2010 PRINCIPAL	1.0	\$130,000.0000	\$130,000.00
15	06-00-90-9830	GO REF & IMP BONDS SR 2010 INTEREST	1.0	\$8,087.5000	\$8,087.50
8	LKM / LEAGUE OF KANSAS MUNICIPALITIES	7/28/2023	7/28/2023	7114	\$1,000.00
1	01-01-60-6710	LKM CONFERENCE-KYLE, BRYAN, DAN, BRENDA	1.0	\$1,000.0000	\$1,000.00

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

7/28/2023 8:45:22 AM

City of Sedgwick (SEDGKS)
Batch: AAABSY

Page 2

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
9	QUIK / QUIK PRINT	7/28/2023 7/28/2023	26432		\$177.38
1	01-01-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.5	\$177.3500	\$88.68
2	01-03-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.1	\$177.3800	\$17.74
3	01-05-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.2	\$177.3800	\$35.48
4	01-09-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.1	\$177.3800	\$8.87
5	10-00-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.1	\$177.3800	\$8.87
6	12-00-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.1	\$177.3800	\$8.87
7	13-00-70-7010	QUIK PRINT-BUSINESS CARDS PAIGE, JIMBO, SHELIA	0.1	\$177.3800	\$8.87
10	QUILL / QUILL	7/28/2023 7/28/2023	33472543 33473528		\$62.22
1	01-01-70-7010	COPY PAPER, FILE FOLDERS	0.5	\$62.2300	\$31.12
2	01-03-70-7010	COPY PAPER, FILE FOLDERS	0.1	\$62.2200	\$6.22
3	01-05-70-7010	COPY PAPER, FILE FOLDERS	0.2	\$62.2200	\$12.44
4	01-09-70-7010	COPY PAPER, FILE FOLDERS	0.1	\$62.2200	\$3.11
5	10-00-70-7010	COPY PAPER, FILE FOLDERS	0.1	\$62.2200	\$3.11
6	12-00-70-7010	COPY PAPER, FILE FOLDERS	0.1	\$62.2200	\$3.11
7	13-00-70-7010	COPY PAPER, FILE FOLDERS	0.1	\$62.2200	\$3.11
11	TOWNCLOUD / TOWNCLOUD, INC	7/28/2023 7/28/2023	3977		\$50.00
1	01-01-60-6200	TOWNCLOUD-AGENDA SOFTWARE	1.0	\$50.0000	\$50.00
12	USA BLUEBOOK / USA BLUEBOOK	7/28/2023 7/28/2023	INV00069504 00070266		\$376.36
1	13-00-70-7220	WWTP CHEMICALS	1.0	\$376.3600	\$376.36

Grand Totals

Total Direct Expense: \$349,583.47
Total Immediate Payments: \$349,583.47

Report Summary

Report Selection Criteria

Report Type: Detailed
Start End
Transaction Number: Start End

**City of Sedgwick
City Council Meeting
August 2, 2023**

TO: Mayor and City Council

SUBJECT: Work Order No. 23-04 – Engineering Services PEC

INITIATED BY: Administration

AGENDA: New Business

Recommendation: Approve and authorize signature of Work Order No. 23-04 – Engineering Services with PEC.

Background: The City was awarded the spring 2023 cost share grant through KDOT earlier this year. As part of the agreement, engineering services costs are borne to the city. This work order is an agreement between the City and PEC to conduct the Field Surveys, Civil Engineering Design, Bidding Services, and Construction Administration Services.

Financial Considerations: Total not exceed amount of \$42,500 to be paid from the BCBS grant acquired in 2020.

Recommendations/Actions: It is recommended that the City Council approve and authorize signatures of Work Order No. 23-04 – Engineering Services with PEC.

Attachment: Work Order No. 23-04

WORK ORDER NO. 23-04
FOR ENGINEERING SERVICES

OWNER: City of Sedgwick

ENGINEER: Professional Engineering Consultants, P.A.

REFERENCE: Agreement for Engineering Services

PROJECT: Sedgwick, KS – 125th Street Sidewalk Design
PEC Project No. 31-237088-004-1223

This Work Order No. 23-04 is made on July 21, 2023, under the terms and conditions established in the Master Services Agreement dated February 2, 2023 (the “Master Services Agreement” between the City of Sedgwick (Client) and Professional Engineering Consultants, P.A. (PEC). Except as modified herein, all terms and conditions of the Master Services Agreement shall continue in full force and effort.

A. SCOPE OF SERVICES, SCHEDULE, AND PEC’S FEES

1. See Exhibit A (attached hereto).

B. PROVISIONS OF THE ORIGINAL CONTRACT

1. The parties hereunto mutually agree that all provisions and requirements of the existing Contract, not specifically modified by this Work Order Agreement, shall remain in full force and effect.

C. OTHER MATTERS

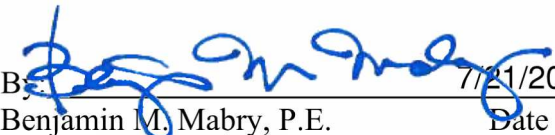
1. Engineer’s receipt of this executed (signed and dated) Work Order No. 23-04 shall be considered as our authorization to proceed.

CITY OF SEDGWICK

PROFESSIONAL ENGINEERING
CONSULTANTS, P.A.

By: _____
Kyle Nordick
City Administrator

Date

By:  7/21/2023
Benjamin M. Mabry, P.E.
VP Municipal Transportation Engineering

Date

EXHIBIT A

A. Project Description:

1. The Project shall consist of a sidewalk concept along Ridge Road from Hymer Drive to 125th Street North then along 125th Street North from Ridge Road to Washington Avenue with an estimated construction budget of \$232,000.00.
2. The Project delivery method is design-bid-build.

B. Anticipated Project Schedule:

1. PEC shall commence its services on the Project within 14 days after receiving CLIENT's notice to proceed.
2. PEC and CLIENT anticipate the design duration to complete Final Plans to be completed in the Spring of 2024.
3. CLIENT acknowledges that directed changes, unforeseen conditions, and other delays may affect the completion of PEC's services. Project deliverable schedules will be impacted by untimely receipt of information necessary to complete design. PEC will not have control over or responsibility for any CLIENT, contractor, or vendor's performance schedule.

C. Project Deliverables:

1. This Project Deliverables shall consist of the following sealed by an Engineer licensed in the State of Kansas where applicable:
 - a) Preliminary Plans (and supplemental specifications if necessary) and associated engineer's opinion of probable cost in portable document format (PDF).
 - b) Final Plans (and supplemental specifications if necessary) and associated engineer's opinion of probable cost in PDF format.

D. Scope of Services:

1. Field Survey Services:
 - a) Set inter-visible control points in area of construction. Obtain reference ties.
 - b) Set benchmark within building area for construction.
 - c) Recover sufficient monumentation as required to enable drafting of boundary information.
 - d) Procure Ownership and Encumbrance Report(s) for subject parcel(s).
 - e) Collect topographic survey data, including surface locations sufficient to provide 1' contours per the survey limits sketch (Exhibit B).
 - f) Locate all above and below grade utility improvements. PEC will not be responsible for searching for utilities beyond utilizing the One Call system.

- g) Compare record information received from utility providers to actual utilities flagged in the field. Notify locating service of any discrepancies and make a reasonable effort to resolve in the field. Utilities identified in record information that cannot be resolved in the field will be drafted in the general alignment shown in the record information and will be specifically identified as "RECORD" on the deliverable drawing. PEC is not responsible for the accuracy of utility information not physically identified on-site.
- h) Locate all points of egress for any structures within the survey limits, including a Finished Floor Elevation (FFE) at each doorway.
- i) Locate all sanitary and storm sewer structures, such as area inlets, curb inlets, junction boxes, manholes, etc., the top of structure information will be collected as well as all flowlines in and out, and pipe size/material.
- j) Locate all buildings and substantial features, including parking stripes, sidewalks, paving limits/type, playground areas/equipment, landscape areas, etc.
- k) Tree limits, groups of trees and specimen trees will be identified and shown in the drawing.
- l) Survey limits that extend into the adjacent street right of way shall include all improvements/utilities within the half width of right of way.
- m) The coordinate base will be Kansas Regional Coordinate System Zone-17 Wichita and the elevations will be referenced to the NAVD 88 datum.

2. Civil Engineering Design Services:

- a) Prepare preliminary plans and supplemental specifications, if necessary, in accordance with the current design criteria of the CLIENT along with an engineer's opinion of probable cost. The anticipated plan sheets are as follows:
 - i. Title Sheet
 - ii. Key Map and General Notes
 - iii. Typical Sections
 - iv. Paving Plan
 - v. Paving Details
 - vi. Erosion Control Plan
 - vii. Erosion Control Details
 - viii. Cross Sections
- b) Identify and Prepare legal descriptions and associated map exhibits for a maximum of four (4) easement and right-of-way tracts determined necessary to be acquired by the CLIENT in order to construct the PROJECT.
- c) Provide utility coordination, including:
 - i. Identify potential utility conflicts with proposed project construction limits.
 - ii. Provide preliminary utility plans and utility conflict list to utility companies for their review, comment and use in developing respective utility relocation plans.
 - iii. Review utility relocation plans as provided by individual utility owners.
 - iv. Request utility relocation completion from each utility owner by clear date/relocation deadline.
 - v. Report cleared utilities to the CITY.
 - vi. Record PROJECT related correspondence with the utility companies.

- d) A Storm Water Pollution Prevention Plan (SWPPP) will be prepared in accordance with the City of Sedgwick and Kansas Department of Health and Environment (KDHE) requirements. This plan will assist in the completion of the KDHE Notice of Intent Form.
- e) Prepare final plans and supplemental specifications, if necessary, in accordance with the current design criteria of the CLIENT along with an engineer's opinion of probable cost.
- f) Provide project correspondence and consultation with CLIENT.
- g) Provide quality control review prior to submission of project deliverables.
- h) Attend and assist in facilitating a design review meeting with the CLIENT to review the plans.

3. Bidding Services:

- a) Advertise PROJECT and distribute bid documents to prospective bidders.
- b) Respond to bidder's requests for information during the bidding process.
- c) Maintain bid document holders list.
- d) Attend and assist in facilitating the pre-bid conference, if applicable.
- e) Attend bid opening and prepare bid tabulation.
- f) Provide bid tabulation and notice of award to CLIENT.

4. Construction Administration Services:

During the construction phase PEC shall provide construction administration services for the PROJECT, when requested by the CLIENT. The scope of services will be as follows:

- a) Attend and assist in facilitating the preconstruction conference.
- b) Issue contract documents and review bonds and insurance submitted by the PROJECT awarded contractor.
- c) Review Contractor's shop drawings and material test certifications for compliance with plans and specifications.
- d) Make a maximum of two (2) visits to the PROJECT site to determine Contractor's progress and general character of the work, upon written request of CLIENT.
- e) Consult with the inspector regarding interpretations or clarifications of the plans and specifications.
- f) Provide decisions in accordance with the contract documents on questions regarding the PROJECT.
- g) Review materials test reports as submitted by the City Inspector.
- h) Prepare Change Orders covering modifications or revisions necessitated by field conditions.
- i) Conduct a final on-site PROJECT review.
- j) Issue Certificate of Substantial Completion when each separate part of the PROJECT has been completed.
- k) Issue Notice of Acceptability when the PROJECT is recommended for final payment by the ENGINEER.

E. Additional Responsibilities of CLIENT:

The CLIENT agrees to provide the following pursuant to PEC accomplishing the Scope of Services outlined herein.

1. Drawings, studies, reports, and other information available pertaining to the needs of the PROJECT.
2. Attend all PROJECT progress meetings.
3. Provide access to the PROJECT area property.
4. Provide CLIENT utility locates within the PROJECT area.
5. Provide prompt review of the PROJECT plans and specifications. Comments shall be returned within 14 calendar days of the preliminary plan submittal.
6. Easement and right-of-way appraisal and acquisition, if necessary, for construction of the PROJECT.

F. Additional Services:

The following services can be provided by PEC at an additional cost by Supplemental Agreement:

1. Field Survey Services (beyond the Scope of Services outlined in this exhibit).
2. Production of record drawings, as-builts, or release of electronic files.
3. Additional services associated with an expansion of the PROJECT or increase in PROJECT size and construction cost.
4. Geotechnical investigations.
5. Geographic Information Systems (GIS) data collection and mapping services.
6. Design engineer construction site observations in excess of the number above will be performed on an hourly basis.
7. Meetings with local, State, or Federal agencies beyond those specifically identified in the above scope of services.
8. Attendance at public meetings beyond those specifically identified in the above scope of services.
9. Design of retaining walls, if required.
10. Analysis of existing utility systems.
11. Vacuum excavation of existing utilities.
12. Plan revisions, as necessary, to reduce the cost of construction after issue of CD's. (Typically referred to "Value Engineering" or "VE".)
13. Alternate designs not specifically listed in the Scope of Services.
14. Construction Phase Services: Includes Construction Testing, Inspection, and Construction Staking related to the project.
15. Utility Relocation/Extension Design: Includes any public utility design not included within the scope of services above.
16. Landscape Architecture Services: Includes landscape design and tree planting.

G. Exclusions:

The following shall be specifically excluded from the Scope of Services to be provided by PEC.

1. Additional services not included in the above scope of services.
2. Franchise Utility Design.
3. Environmental site assessments.

4. Appraisal and acquisition of easements and right-of-way.
5. Permit and review fees.
6. Code mandated special structural inspections. The CLIENT shall establish and pay for a testing and inspection plan that includes all code mandated special structural inspections to be performed, if required.

H. PEC's Fees:

1. PEC will invoice CLIENT one time per month for services incurred in the previous month. CLIENT agrees to pay each invoice within 30 days after receipt.
2. PEC's Fee for its Scope of Services will be on a lump sum basis in the amount of **\$42,500.00**, plus reimbursable expenses.

Services	Fees
Field Survey Services	\$ 16,000.00
Civil Engineering Design Services	\$ 17,000.00
Bidding Services	\$ 2,000.00
Construction Administration Services	\$ 7,500.00
TOTAL	\$ 42,500.00

3. Taxes are not included in PEC's Fees. CLIENT shall reimburse PEC for any sales, use, and value added taxes which apply to these services.

EXHIBIT B

