

# OTTAWA CITY COMMISSION

Monday, October 26, 2020



# STUDY SESSION AGENDA

4:00 pm, Via Zoom

Due to efforts to mitigate the spread of COVID-19, physical access to the City Commission meeting will be restricted.

In accordance with Kansas Open Meetings Act (KOMA), the meeting can be viewed live on Channel 23 and via Facebook Live or listened to by dialing: 1-312-626-6799 and entering meeting ID 919 2144 9005#.

If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3621. Please provide advance notice of at least two (2) working days. TTY users please call 711.

Citizens may submit comments (300 words or less) for the City Commission to be read during public comment or during discussion on an agenda item. Submit your comment to [publiccomments@ottawaks.gov](mailto:publiccomments@ottawaks.gov) no later than 2:00 pm on October 26th; all emails must include your name and address.

Participants who generate unwanted or distracting noises may be muted by the meeting host. If this happens, unmute yourself when you wish to speak.

## PUBLIC COMMENTS

Subject to the above restrictions, persons who wish to address the City Commission regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so at this time when called upon by the Mayor. Comments on personnel matters and matters pending in court or with other outside tribunals are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken.

## ITEMS TO BE PLACED ON THE REGULAR CITY COMMISSION AGENDA

1. September 16, 2020 Regular Meeting Revised Minutes (Pp. 2-5)

## ITEMS FOR PRESENTATION AND DISCUSSION

1. Selection of Airport Consultant - Michael Haeffele (Pp. 6-26)
2. Update from Ottawa Police Department - Chief Weingartner
3. Discussion of Electric Rate Increase - Dennis Tharp, Laurel Gimzo (Pp. 27-44)
4. Vacuum Truck and Backhoe Lease Purchase Agreement - Dennis Tharp, Laurel Gimzo (Pp. 45-46)
5. Report by City Manager
6. Reports by City Commissioners
7. Report by Mayor

## ANNOUNCEMENTS

1. November 2, 2020 Study Session, 4:00 pm, via Zoom
2. November 4, 2020 Regular Meeting, 7:00 pm, via Zoom
3. November 9, 2020 Study Session, 4:00 pm, via Zoom
4. November 11, 2020 Veterans Day Holiday, City Offices Closed

## ADJOURN

## ITEMS ALREADY PLACED

1. From October 21, 2020 Regular Meeting
  - A. Resolution Setting a Public Hearing for December 2, 2020 at 7:00 pm to consider the condemnation of a single family structure at 628 S. Willow in Ottawa.
  - B. Resolution Setting a Public Hearing for December 2, 2020 at 7:00 pm to consider the condemnation of a single family structure and any accessory structures at 819 E. 8th Street in Ottawa.

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of September 16, 2020**

**REVISED**

The City Governing Body met at 10:00 am this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Weigand, Commissioner Caylor, Commissioner Crowley, Commissioner Skidmore, and Commissioner Jorgensen. A quorum was present.

Mayor Weigand called the meeting to order.

Opening statement was read by Assistant City Clerk Misty Kems providing information on accessing the meeting remotely and guidelines that will be followed for this meeting.

The Mayor welcomed the audience and led the Pledge of Allegiance to the American flag. The invocation was given by Commissioner Skidmore.

**Consent Agenda**

Commissioner Crowley made a motion, seconded by Commissioner Skidmore, to approve this consent agenda, to include minutes from the July 20, 2020, August 3, 2020, and August 10, 2020 Study Sessions; August 5, 2020 Regular Meeting; and this Regular Meeting agenda. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

**Public Comments**

None given.

**Declaration**

Commissioner Crowley stated that he has a professional conflict with the agenda item: Request for Approval to Add Eight Residential Properties to the Neighborhood Revitalization Program. He is personally involved with a few of the properties and will abstain from voting on that item.

**Proclamation—Constitution Week**

Mayor Weigand read a proclamation recognizing September 17 - September 23, 2020 as Constitution Week. Constitution Week is an official week to commemorate the anniversary of the creation of the world's longest-lived written Constitution. Dee Ellen Kruzel accepted the proclamation and gave a brief presentation.

**Replacement Ordinance—Authorizing Issuance and Delivery of \$1,617,000 Principal Amount of General Obligation Bonds Series 2020-A, Providing for the Levy and Collection of an Annual Tax for the Purpose of Paying the Principal of and Interest on the Bonds and Repealing Ordinance No. 20171-20**

Special Bond Counsel Tyler Ellsworth of Kutak Rock requested the Governing Body consider and approve the replacement ordinance drafted to reflect a lower interest rate of 2.125%, an adjusted closing date of October 5, 2020, and a new amortization schedule for the USDA 2020-A bonds that were used for financing sanitary sewer improvements in Proximity Park. Mr. Ellsworth then answered questions from the Governing Body.

September 16, 2020

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Commissioner Jorgensen made a motion, seconded by Commissioner Caylor to approve this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor declared this ordinance duly approved and this ordinance was duly number Ordinance No. 4072-20.

**Replacement Resolution—Prescribing the Form and Details of and Authorizing the Delivery of \$1,617,000 Principal Amount of General Obligation Bonds, Series 2020-A, Previously Authorized by Ordinance and Repealing Resolution No 1839-20**

It was explained the resolution has been drafted to reflect a lower interest rate of 2.125%, an adjusted closing date of October 5, 2020 and a new amortization schedule. Special Bond Counsel Tyler Ellsworth was on hand to answer questions and did not have additional comments.

Commissioner Skidmore made a motion, seconded by Commissioner Crowley, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and this resolution was duly numbered Resolution No. 1841-20.

**Ordinance—Vacating a Portion of the Utility Easement at 1642 Industrial Avenue**

It was explained that the property owner, Select Steel, requested the vacation of the 20-foot wide utility easement between Lots 3 and 4. The Planning Commission reviewed the request, held a public hearing and recommends approval of the vacation of 380 ft of the easement by a 6-0 vote. The Governing Body heard from Community Development Director Wynndee Lee and Utility Director Dennis Tharp who stated the following and answered questions from the Governing Body:

- This request came from the property owner
- There was no concern from the neighbors
- There was some discussion with the new owners about the power service to the building
- Planning Commission and staff recommend approval
- The vacation of the utility easement will be recorded with the Register of Deeds

Commissioner Crowley made a motion, seconded by Commissioner Jorgensen to approve this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor declared this ordinance duly approved and this ordinance was duly number Ordinance No. 4073-20.

**Resolution—Accepting the Final Plat and Dedication of Easements and Right-of-Ways Within Proximity Park**

It was explained that this final plat dedicates new utility and storm water easements along the street right-of-way. The Planning Commission has reviewed and approved the final plat by a vote of 4-0. The Governing Body heard from Community Development Director Wynndee Lee who stated that this a routine order of business and a way to celebrate the progress of Proximity Park and answered questions from the Governing Body. Mrs. Lee explained that staff recommends approval and acceptance of this resolution.

Commissioner Skidmore made a motion, seconded by Commissioner Crowley, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and this resolution was duly numbered Resolution No. 1842-20.

**Request for Approval to Add Eight Residential Properties to the Neighborhood Revitalization Program**

It was explained that the Neighborhood Revitalization Program Review Committee has reviewed and recommends adding these properties to the program. Addresses are:

- Residential New (selling) - 837 N. Cherry, 1011 S. Main
- Residential New (renting) - 706 N. Cedar, 714. N Cedar
- Residential Remodel (selling) - 922 S. Willow
- Residential Remodel (rental) – 113 W. 4<sup>th</sup>, 118 N. Locust, 825 S. Tremont

The Governing Body heard from Community Development Director Wynndee Lee who that there is a 95% tax rebate for five years on the improvements and answered questions from the Governing Body.

After some discussion, Commissioner Caylor made a motion, seconded by Commissioner Skidmore to approve this request. The motion was considered and upon being put, passed with the following vote: Commissioner Caylor aye, Commissioner Skidmore aye, Commissioner Jorgensen aye, Mayor Weigand aye, Commissioner Crowley abstained. The Mayor declared this request duly approved.

**Request for Approval to Purchase Property at 509 N. Hickory and 511 N. Hickory**

It was explained that funds from the Stormwater Utility Fund will be used to purchase the properties which are adjacent to Possum Creek. Removal of the houses would provide more stormwater detention for the area. The Governing Body heard from Public Works Director Michael Haeffele who answered questions from the Governing Body and stated the following:

- These two properties sit on the creek
- If there is any kind of rain, the two houses flood
- Owner has offered to sell both properties
- It is intended to make another bowl or detention area in this location
- Staff recommends purchasing 509 N. Hickory for ~~\$44,583.00~~ **\$34,380** and 511 North Hickory for \$37,800.00
- The purchase will come from the storm water utility fund

After some discussion, Commissioner Jorgensen made a motion, seconded by Commissioner Caylor to approve this request. The motion was considered and upon being put, all present voted aye. The Mayor declared this request duly approved.

**Ordinance—Amending Chapter 4, Article 2, Section 4-203 of the Municipal Code**

The Governing Body heard from City Attorney Blaine Finch answered questions from the Governing body and stated that section 4-203 of the Municipal Code reference is no longer  
September 16, 2020 Unofficial Until Approved



operative and the re-draft makes this section easier to understand, allows proper prosecution, gives the proper definition of alcoholic liquor, and updates the enhanced cereal malt beverage designation. Mr. Finch explained that the fine amount and level of the crime is not being changed.

After some discussion, Commissioner Caylor made a motion, seconded by Commissioner Crowley to approve this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor declared this ordinance duly approved and this ordinance was duly number Ordinance No. 4074-20.

### **City Manager's Report**

City Manager Richard U. Nienstedt gave the following reports:

- Reminder that we are still in the midst of COVID and encouraged the public to go get their flu shot
- Announced that today is the first City hosted virtual intergovernmental meeting with USD 290, Franklin County, and the City
- Constitutional fact: our constitution is the shortest governing document of any government today and the oldest document.

### **Commissioner's Reports**

Commissioner Caylor wished everyone well this weekend and expressed her disappointment that the annual car show was not able to be put on this year.

Commissioner Jorgensen congratulated the Public Works department for the beautiful new street on the 800 block of Cedar. Public Works Director Michael Haeffele noted that the work was done by a local contractor.

### **Mayor's Report**

Mayor Wiegand stated that his reports were covered by the City Manager and had nothing further to state.

### **Announcements**

Mayor Weigand made the following announcements:

- September 21, 2020 Study Session, 4:00 pm, via Zoom
- September 28, 2020 Study Session, 4:00 pm, via Zoom
- October 5, 2020 Study Session, 4:00 pm, via Zoom
- October 7, 2020 Regular Meeting, 7:00 pm, via Zoom

### **Adjournment**

There being no further business to come before the Governing Body, the Mayor declared the meeting duly adjourned at 10:59 pm.

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Misty Kems, Acting City Clerk

September 16, 2020

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CITY OF OTTAWA, KANSAS  
PUBLIC WORKS DEPARTMENT  
MEMORANDUM

TO: Richard U. Nienstedt  
FROM: Michael Haeffele  
SUBJECT: Airport Consultant  
DATE: October 21, 2020

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Attached you will find a proposal from Alfred Benesch & Co. for design and construction services for airport projects. Having an approved consultant for Airport projects is a requirement by the Federal Aviation Administration (FAA). Upcoming projects include: Reconstruction of Apron and Connecting Taxiways, Rehabilitate Parallel Taxiway, Constructing new T-Hangar and Taxi lanes, Construct Maintenance Hangar, Land Acquisition for Approaches, and Extending the Runway.

There is no cost with approving Alfred Benesch & Co. to be our Airport Consultants as each project will bring its own negotiation for design and services. The importance of having a consultant on board is that they can help us plan and move from one project to another in a seamless transition and keeps us from having to bid design services separately for individual projects, which helps speed the process up with the FAA.

Benesch & Co. did write the Airport Master Plan for us and are very familiar with the plan and the projects listed. Their knowledge of the plan and the airport will make a smooth transition to the next phase of airport improvements.

Recommendation: Staff recommends approving Alfred Benesch & Co. to provide consulting services for the next round of airport projects.

Respectfully submitted,

Michael W. Haeffele  
Public Works Director



# DESIGN & CONSTRUCTION SERVICES

## OTTAWA MUNICIPAL AIRPORT

Submitted by: Alfred Benesch & Company





**MANHATTAN OFFICE**

3226 Kimball Avenue  
Manhattan, KS 66503  
www.benesch.com  
P 785-539-2202

**KANSAS CITY OFFICE**

11010 Haskell Avenue, Suite 200  
Kansas City, KS 66109  
www.benesch.com  
P 913-441-1100

October 15, 2020

City of Ottawa, Department of Public Works  
City Hall  
101 S. Hickory  
PO Box 60  
Ottawa, KS 66067

RE: **Ottawa Municipal Airport - Engineering 5-Year Selection**

Dear Mr. Haeffele and Members of the Selection Committee:

**Alfred Benesch & Company (Benesch)** is excited about the opportunity to continue to assist the City of Ottawa by providing professional on-call airport engineering, consulting and construction administration services at the Ottawa Municipal Airport (OWI). Benesch has assembled a team to provide comprehensive services necessary to properly position the airport for its next twenty years. It would be our pleasure to partner with the City of Ottawa as we pursue this goal together.

This proposal will provide you with information regarding our capabilities including personnel, capacity, expertise and past performance. We understand the challenges your airport faces and will work hard to deliver value on every project. Our business centered approach combined with demonstrated client service separates us from our competitors.

Our strength lies in the depth and breadth of work completed by our staff, as well as the number of complex projects our team has successfully completed. Our team brings experience and expertise working with general aviation airports throughout the Midwest. We will match project team members with tasks that will most benefit from their unique skill set and expertise. We also assist with proactive planning and project construction efforts.

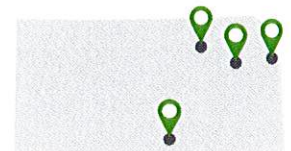
Benesch is currently registered and licensed to provide engineering services throughout the State of Kansas. Our team is an ideal partner that will offer the City of Ottawa the following benefits:

**Familiarity:** Since 1946, Benesch has worked with states, cities, counties, municipalities, local agencies and private clients throughout the Midwest on multiple aviation projects. Benesch has an unmatched understanding of your facilities and operations. Regardless of the assignment, the common denominator for success is often people. The right team can determine a project's relative success or failure. Finding an effective partner is essential and trusted relationships matter. You should insist on a partner who is proactive, responsive, has a history of successful past performance and is committed to quality. The Benesch Team is that partner.

Brad Waller, PE, has a good rapport with FAA and KDOT Aviation personnel and can deal with any challenges or encumbrances. The state and federal programs have many requirements that bring challenges; however, Brad is very familiar with both the FAA and KDOT Aviation requirements and can navigate your Airport through the process.



**Nationally**  
**750** Employees  
**39** Locations  
**19** States



**Kansas Division**  
**50+** Employees  
**4** Locations

Manhattan | Kansas City | Topeka | Wichita

**ENR**  
TOP 500 DESIGN FIRMS  
**#119**





**Responsiveness & Investment:** There is no substitute for personal investment – it is why one goes above and beyond. It is also the foundation of unmatched responsiveness, which is fundamental to serving as an effective partner. Brad's commitment to the airport and the community goes beyond the airport work by trying to be involved in local community events, such as supporting the yearly airport fly-in both as a sponsor and attendee. Brad's location from the Manhattan office provides logistical efficiencies, and this personal investment ensures you are our top priority. You will simply not find a more dedicated project manager with as much aviation experience located so conveniently close.

**Service Beyond the Contract:** While many firms will tell you what they can do, Benesch demonstrates our dedication to you and your airport with action. Our philosophy is to make your work life easier. As such, we will step forward to facilitate and enhance FAA and KDOT communications, tackle tough issues and simply help the airport reach its full potential. We coordinate with Airport Sponsors by attending Airport and City Council meetings to provide guidance and project understanding; to create and submit ACIP data sheets every year as required by the FAA in order to receive federal funding; assist in submitting paperwork for grants to the FAA and KDOT; and assist with completing all other required FAA and KDOT aviation documentation throughout the year. We look forward to providing you with quality engineering services.

**A Business Centered Approach:** As Project Manager, Brad Waller is dedicated to you as a licensed professional engineer. Airport financial planning, cost reduction measures, value engineering, maintenance, and general airport operations are always on our mind as we continue to face a difficult economic climate and work to maximize every dollar spent.

**Local Responsiveness:** Considering economics, logistics, and responsiveness, location matters. Our project manager and the primary team that will serve the Ottawa Municipal Airport is simply a phone call, text, or email away and can be at your airport in short order. We know this results in operational solutions and communication efficiencies that ultimately save you time, money, and stress. Our team is available to you 24 hours a day, 7 days a week.

**Bench Strength:** While it seems responsive customer service should be expected, many clients have said this is what distinguishes Benesch from the competition. Our local team is fully accessible, available and committed to responsiveness—delivering what you need, when you need it, wherever you need it. Team members featured in our proposal exemplify the depth of our staff, making it possible to undertake multiple concurrent projects, even those requiring a quick turnaround or emergency response. More than 750 professionals are available company-wide as additional resources for immediate, complex and sophisticated project needs.

We understand your challenges and have a proven record as a valuable partner. We invite you to review our qualifications to confirm that we are innovative thinkers who are solution oriented, budget minded, and quality driven. We appreciate the opportunity to submit our qualifications and look forward to continuing our legacy of service to the Ottawa Municipal Airport.

Sincerely,

Alfred Benesch & Company

*Brad Waller*

Brad Waller, PE, VMA  
Vice President / Aviation Services Group Manager  
E: [bwaller@benesch.com](mailto:bwaller@benesch.com)  
P: (785) 320-4811

*Michael,*

*thanks for giving me the opportunity to continue to work with you and your airport these past several years. I look forward to continuing to build on our Partnership!*  
*Brad*

# Table of Contents

Cover Letter

Section 1 // **Qualifications ..... 01**  
    Personnel ..... 02  
    Quality, Familiarity with Ottawa ..... 04

Section 2 // **Project Approach ..... 06**  
    Project Experience ..... 09

Section 3 // **Resumes ..... 11**



## QUALIFICATIONS

Since our founding in 1946, Benesch has provided full-service engineering, planning and environmental services to airports, cities, counties and private entities, as well as, federal, state and municipal agencies. Our projects range in size and complexity from large scale, high-profile improvements to smaller, more focused assignments. We continually showcase our engineering excellence and cutting-edge technical ability. We have the capability to take on projects of all types and sizes, while still maintaining our commitment to responsive, client-focused service.

We deliver solutions ranging from straightforward to highly innovative; all with a focus on value. We strive to improve the communities in which we live and work. Benesch is unique in that we are large enough to handle your most challenging assignments yet small enough to offer the level of customer service you would expect from a specialized provider. We have an exceptionally talented professional staff that love what they do and are committed to their work and the engineering profession. The reputation our firm was built on is the same one that exists today — we are a firm that our clients not only trust, but enjoy working with.

Benesch has provided environmental design, planning, airfield pavement design and pavement evaluations, equipment acquisition, design for installation of Navigational Aids (NAVAIDS), hangar design, fuel facility design, bidding services, construction observation, survey, geotechnical investigation, materials testing and other related services for airports in the FAA's Central Region for over 70 years. This experience also includes airport planning, environmental and engineering services for several hundred individual airport improvement projects at general aviation, municipal and commercial airports. We are proud that many of our clients have trusted us with new challenges and opportunities throughout much of our history.

## CAPABILITY TO PERFORM ALL ASPECTS OF THE PROJECT

As a full-service firm, Benesch has the capability to perform and manage all aspects of your assigned projects. Our project management approach is both client and project focused. Project Manager, Brad Waller, PE, VMA, will serve as the primary point of contact for the Ottawa Municipal Airport. This approach allows for a simplified communication path to project success.

### A DECADE OF SERVICE

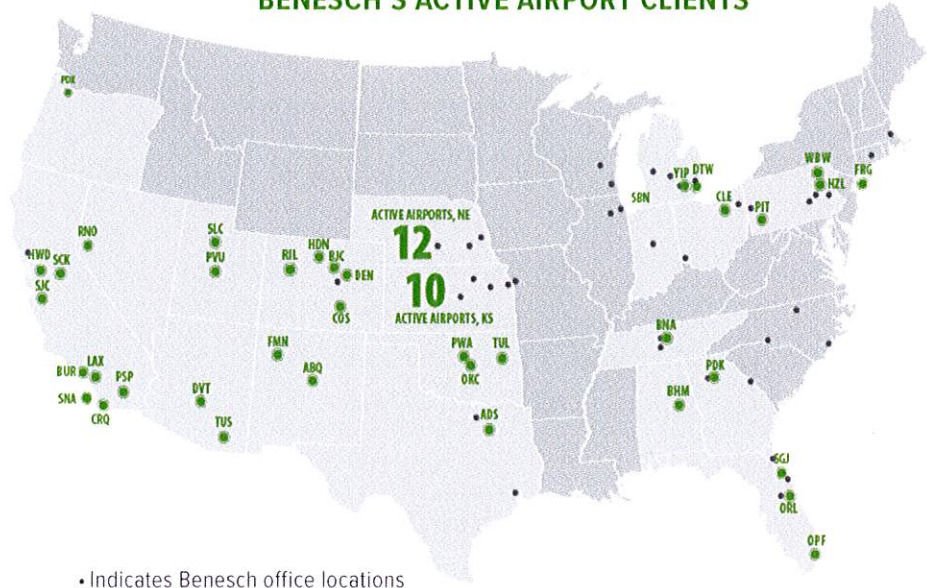
Over the past decade, Benesch's Midwest offices have expanded its airport services. Our practice has grown as a result of project success and a proven track record of effective project management.

**Brad Waller, PE, VMA**, is a skilled project manager — responsive to client needs and committed to quality. Below you will find a map demonstrating the past decade of growth of Benesch's aviation experience in the FAA Central Region and throughout the United States.

### BENESCH ACTIVE AIRPORTS NEARBY:

- » Phillipsburg Municipal Airport
- » Concordia Municipal Airport
- » Hays Municipal Airport
- » Great Bend Municipal Airport
- » Ellsworth Municipal Airport
- » Junction City Municipal Airport
- » **Ottawa Municipal Airport**
- » Clay Center Municipal Airport
- » Augusta Municipal Airport
- » Abilene Municipal Airport

### BENESCH'S ACTIVE AIRPORT CLIENTS



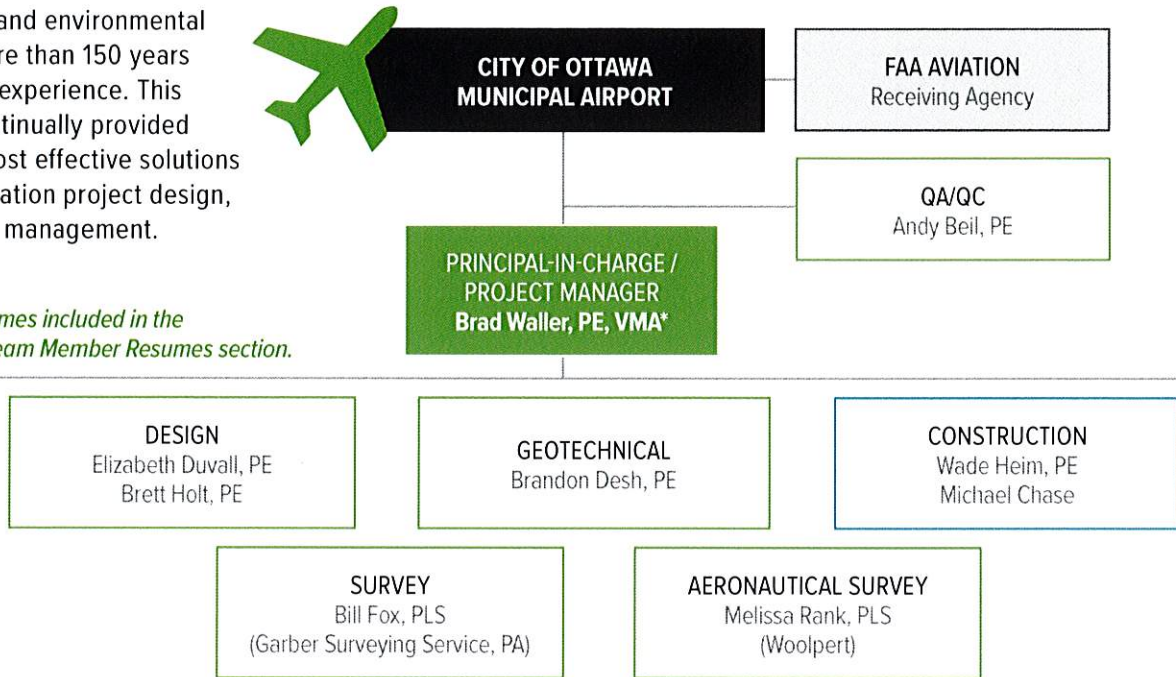


## PERSONNEL EXPERIENCE AND QUALIFICATIONS

Our aviation and environmental team has more than 150 years of combined experience. This team has continually provided innovative, cost effective solutions related to aviation project design, planning and management.



*\*Resumes included in the Key Team Member Resumes section.*



### **Brad Waller, PE, VMA** | Principal-In-Charge / Project Manager / Land Acquisition

Brad is Benesch's airport group manager for the state of Kansas. He has over 18 years of airport design, construction and environmental experience, all with Benesch. He is responsible for planning, design, bidding and construction observation services for airport improvement projects. His experience includes runway, taxiway apron, road, hangar, NAVAIDS, Environmental Assessments, and Master Plan and ALP projects for multiple airports throughout the state of Kansas. This experience has involved regular interaction with FAA, KDOT Aviation and construction contractors on numerous projects.



### **Andy Beil, PE** | QA/QC

Andy has over 17 years of airport project experience. He is responsible for engineering, planning, design (including FAA Airports GIS requirements), bidding and construction observation services for airport improvement projects, including runways, taxiways, aprons, roads, hangars, lighting/signage, NAVAIDS, Master Plans and ALPs for multiple airports throughout the Midwest and United States. In 2008 (VTN, Valentine), 2009 (BTA, Blair), 2015 (LNK, Lincoln) and 2016 (4V9, Neligh), Andy managed NDOT-Division of Aeronautics Projects of the Year.



### **Elizabeth Duvall, PE** | Design

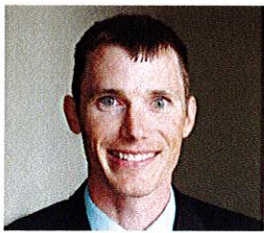
Elizabeth brings over 17 years of experience. Her responsibilities include project engineering and management for aviation projects at both civil and military airports, including planning, design and construction management services. She plans, designs and manages various kinds of engineering projects, as well as, develops engineering plans, specifications and bid documents for Aviation projects.



### **Brett Holt, PE** | Design

Brett has extensive experience in airfield design, planning, pavement management and construction observation. He has performed design and construction observation responsibilities throughout the FAA Northwest Mountain, Central, and Southwest regions on airports ranging in size from large commercial service airports, including Kansas City International Airport and Dallas-Love Field, to numerous general aviation airports.





### Brandon Desh, PE | Geotechnical

Brandon manages all of Benesch's subsurface exploration work and is responsible for soils evaluations and engineering studies related to structure foundations, embankments and flexible and rigid pavements. He specializes in geotechnical engineering projects involving soils mechanics and foundations. Brandon's duties also include personnel coordination, laboratory analyses direction, data analysis and report preparation.



### Wade Heim, PE | Construction

Wade is a project engineer who oversees construction and testing services for the airport's construction-related improvements throughout Kansas and Missouri. He brings 15 years of experience on airport construction projects and is certified in basic inspection, concrete field inspection, soils, asphalt paving, concrete strength and structures. During his career, he has overseen construction at dozens of airports and other construction projects.



### Michael Chase | Construction

Michael Chase is an engineering technician responsible for survey, construction staking, and construction observation, testing, and administration for aviation, transportation, and land development projects.



Garber Surveying Service, P.A. is qualified to provide engineering and construction surveys utilizing the latest surveying equipment including GPS, robotic total stations, aerial drones and AutoCAD software. Since 1978 Garber Surveying Service has been on the leading edge of the surveying industry providing outstanding service to its clients. With a staff of nearly 30 consisting of 3 Kansas Registered Land Surveyors, 3 Certified Floodplain Managers, 9 survey crews, project managers, drafting personnel and clerical workers, Garber Surveying Service has the qualified personnel needed to complete any survey project.



Woolpert offers several aviation services including aviation geospatial data development, planning, design and custom software deployment. Woolpert has been an innovator in FAA and National Geodetic Survey (NGS) Aeronautical Survey Programs since the early 1990s, helping to establish procedures and standards for geodetic control networks, collecting aerial photography and conducting airport base mapping. In 2003, Woolpert completed prototype aeronautical surveys for the FAA for what became a new national standard for conducting airport geospatial data development missions. Woolpert has completed aeronautical surveys and mapping at over 1,400 airports—300 of which are Part 139 certified—in 47 different states and five countries.

Woolpert has led or supplied data for over 525 aeronautical survey projects in FAA Airport GIS, of which 90% are completed. These services include aeronautical (obstruction) surveys, and also geodetic control establishment, mapping, geographic information system implementation and site design. Woolpert brings decades of experience working with NextGen technologies and spatial data at airports and within a regional airspace. Woolpert employs pilots, airport planners, GIS experts, business process experts all with extensive knowledge of complex airport and airspace issues working together to solve and provide the right solutions to its clients.

### BENCH STRENGTH

In addition to our project team, we have multiple local employees to support our aviation group. These professionals include project managers, project engineers, inspectors, materials engineers, material laboratory technicians, surveyors and environmental engineers/specialists. Our team can provide all services the Ottawa Municipal Airport may require and is available to begin immediately.





## QUALITY OF PREVIOUS AIRPORT PROJECTS UNDERTAKEN

At Benesch, our aviation team serves as an extension of your staff to ensure airport improvements are designed and delivered cost-efficiently and to the highest quality. Our extensive knowledge and understanding of the needs of general aviation airports benefit our clients, whose projects vary from short-term improvements to long-term expansion programs. You will find examples of our award-winning airport services on the following page.

## FAMILIARITY WITH OTTAWA MUNICIPAL AIRPORT

Benesch is familiar with OWI and the projects listed. Your Project Manager, Brad Waller, PE, has worked closely with the City of Ottawa and your Airport Advisory Board over the past five years. Having assisted in the planning efforts of the airport during this time, no one knows more about your airport challenges and opportunities than Brad. To accomplish this goal, aviation easements, updates to the Exhibit A property map and aeronautical surveys (AGIS), will be key items. Whether shifting the runway or protecting the airspace, Benesch has the planning, knowledge and experts to assist you with all your airport projects. Benesch has in-house land services to assist you with establishing aviation easements as well.

In short, Benesch has the support you need for all of your airport planning needs. We are a phone call away and are ready to hit the ground running to provide timely, quality solutions to your planning, and land needs at OWI.



## PROJECT MANAGER REFERENCES

The Benesch Team is proud of its successful track record of providing clients with quality projects that are delivered on time and within the established budget. Below are previous clients who can speak to Brad's expertise and dedication to successfully delivering quality aviation projects.

### Clay Center Municipal Airport

Kerry Rozman  
City Clerk  
785.632.5454

### Blosser Municipal Airport (Concordia)

Ron Copple  
Director of Public Works  
785.243.2670

### Ellsworth Municipal Airport

City Administrator  
Rusty Varnado  
785.205.9500



## ABILITY TO MEET SCHEDULES WITHIN BUDGET

One of the most important keys to success for any project is a strong project manager. Brad Waller is dedicating himself to the management of all project tasks from initial project kick-off through project completion. He is able to approach all projects with a desired emphasis on finance and budgets. His knowledge and involvement in documentation of planning will provide you with a project team that is proactive, rather than reactive, to overcome hurdles and constraints. The dynamic nature of the decision-making process, coupled with the coordination needed, requires a detailed documentation process. Our approach will include a Project Management Plan (PMP) that assures full achievement of City, KDOT Aviation and FAA expectations.



For any project to be successful, strong and efficient, project management is essential. We provide you with a high level of client service through our process of increased communication, better organization and proactive budget and schedule management. These factors lead to more successful projects, prevent surprises and allow us to meet your deadlines within identified budgets.



**RESPONSIVE.  
VESTED.  
TRUSTED.**



## QUALITY, SCHEDULE AND BUDGET MANAGEMENT

Benesch has a strong corporate commitment to quality control and quality assurance. Our Quality Management System (QMS) is in-place to provide Project Quality Management Plans (PQMPs) for all projects. This system helps project managers develop custom plans based on a number of parameters including the type, size and technical discipline of a project. It is a streamlined, thorough system that is mandatory for all Benesch projects. Because of the wide variety of potential project types, we will develop individual plans suited to each task. Documentation of quality control and quality assurance is critical. When comments are received on interim submittals, they will be responded to in writing. If there is a conflict between comments received, the task manager will discuss the issue with the airport manager and others as needed to resolve any issue. This will also be documented in writing.



### BENESCH AWARDS

#### **NDOT Division of Aeronautics**

##### **Project of Year:**

- » 2016 (Neligh, NE)
- » 2015 (Lincoln, NE)
- » 2009 (Blair, NE)
- » 2008 (North Platte, NE)
- » 2002 (York, NE)
- » 1999 (Ainsworth, NE)
- » 1996 (Wayne, NE)

#### **Iowa Asphalt Pavement Association, Airfield Smoothness Award:**

- » 2014 (Millard, NE)

#### **MO/KS ACPA Excellence in Paving - Airports:**

- » 2011 (Salina, KS)

#### **Nebraska Concrete Paving Award - Airports:**

- » 2018 x2 (Kearney, NE)
- » 2016 (Neligh, NE)
- » 2008 (Valentine, NE)

#### **KDOT Airport Asphalt Paving Project of the Year:**

- » 2007 (Ellsworth, KS)

#### **National American Concrete Paving Association Best Airport GA Paving:**

- » 2005 (Blair, NE)

#### **American Council of Civil Engineering - Nebraska:**

- » 2018 (Kearney, NE)

## CAPACITY

The Benesch Team is ready and able to commit the necessary time and resources needed to meet or exceed project timelines and requirements to keep all projects on schedule and on budget. We maintain a current database of all staffing commitments to ensure we do not over-commit. We can provide a detailed breakdown of our individual commitments over the next two years upon request. The Benesch Team is prepared to deliver what you need, when you need it.

## AFFIRMATIVE ACTION PLAN

Benesch has a written Affirmative Action Plan that is also incorporated into the company's personnel policies and procedures (section 3.2 Equal Employment Opportunity Policy). This plan is reviewed on an annual basis. Benesch provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Benesch complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities.

Benesch's complete Affirmative Action Plan can be provided upon request.

## KNOWLEDGE OF FAA/KDOT REGULATIONS, POLICIES AND PROCEDURES

Benesch frequently works with the FAA on all aviation projects and is very familiar with the regulations, policies and procedures that govern aviation projects. The Kansas, Missouri and Nebraska Divisions routinely work closely with FAA Central Region personnel on all aviation projects. Brad has also worked closely with the FAA Central Region on numerous Aviation projects. Benesch assists clients with ACIP submittals, grant paperwork and other required documentation for submittal to the FAA. Benesch is committed to maintaining our great working relationship with the FAA personnel to facilitate successful projects for our clients that meet or exceed the FAA requirements.



Our completed FAA airport improvement projects over the past several years have an average of less than a 1% project cost increase.

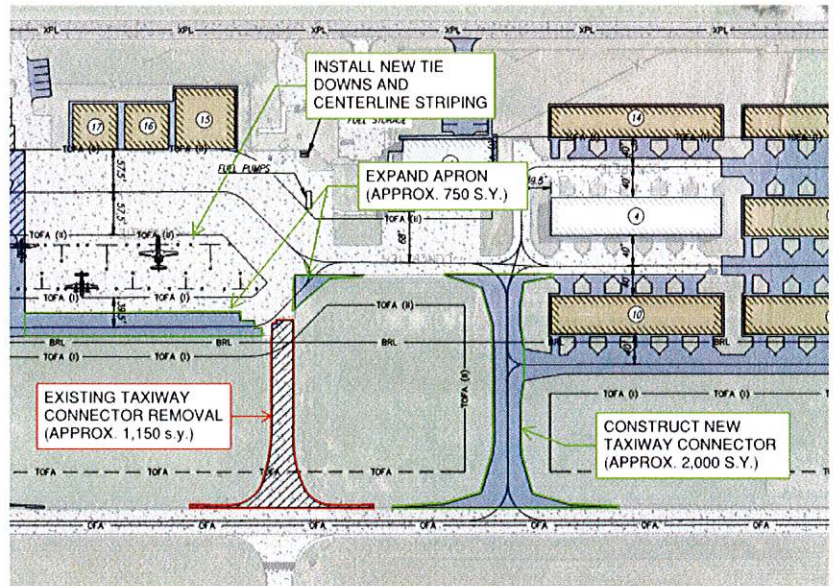


## PROJECT APPROACH

### Reconstructing Apron Connecting Taxiways

Benesch has a complete and thorough understanding of this project as we have helped to prepare the ACIP data sheets for FAA Submittal, and have coordinated with the City to prepare the project list. The plan for this project is the Airport will reconfigure and reconstruct the connecting taxiway from the parallel taxiway to the apron as shown on the Airport's updated ALP set (dated July 2018). This project will address the direct access geometry of the current connecting taxiway layout and will also include some apron expansion/reconstruction and demolition of the existing connecting taxiway to the maximum extent possible that FAA will allow. This project will increase safety at the airport and achieve an FAA directive to eliminate the direct access point.

The existing taxiway connector to be removed with this project currently consists of asphalt pavement that is in poor condition. Since this pavement has reached its useful life and would need to be reconstructed, it is ideal to construct the new pavement in its ultimate configuration. This new location will be designed according to the newest FAA Advisory Circulars (AC) including the most updated fillet geometry. Constructing this new connector will also set the framework for constructing the taxiway and t-hangar unit in the future. Completing the small apron expansion on the west side of the existing apron will allow for the movement of aircraft on both sides of the tie-down area yielding better aircraft taxiing flow.



Pictured: Taxiway to be removed.

Pavements will be designed in accordance with FAA AC 150/5320-6, Airport Pavement Design and Evaluation, and the latest version of FAARFIELD.

### Rehabilitate Parallel Taxiway

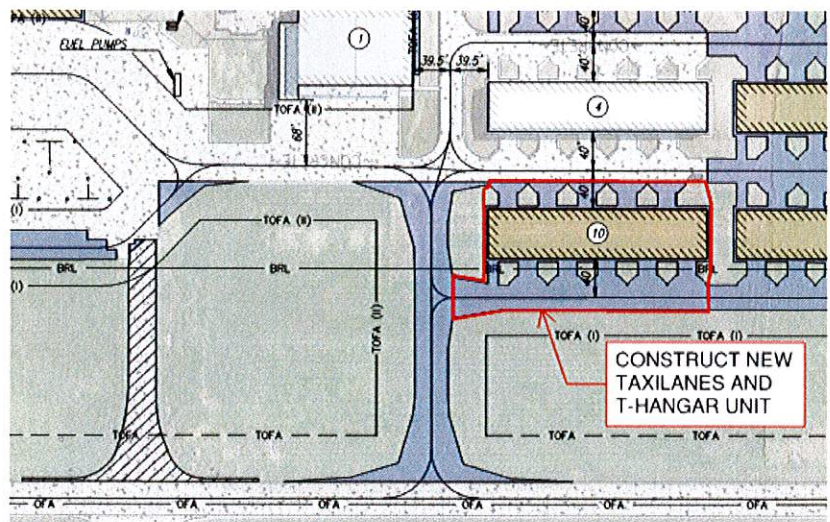
Benesch understands that the parallel taxiway pavement needs rehabilitation – this is already approved under a KDOT Aviation Grant that Benesch helped to secure. The existing parallel taxiway consists of concrete pavement in above average condition and is anticipated to be repaired by resealing of existing joints, repair of random cracks, full or partial depth panel replacement as needed, and restriping. Prior to starting the core project design, Benesch will perform a field investigation to determine the extent of repairs needed and in what locations. This field evaluation also assists in determining the best approach for the rehabilitation and is a double check that the project approach is appropriate.



In general, rehabilitation of concrete pavements consists of the following: Failed joint sealant will be removed and replaced. Panels that have cracks, spalls, and other deterioration are evaluated for repairs or replacement. Select full, half or quarter panel removal and replacements will be performed for panels that have substantial cracks. For areas with smaller deterioration, partial depth patches or spall repairs will be called out.



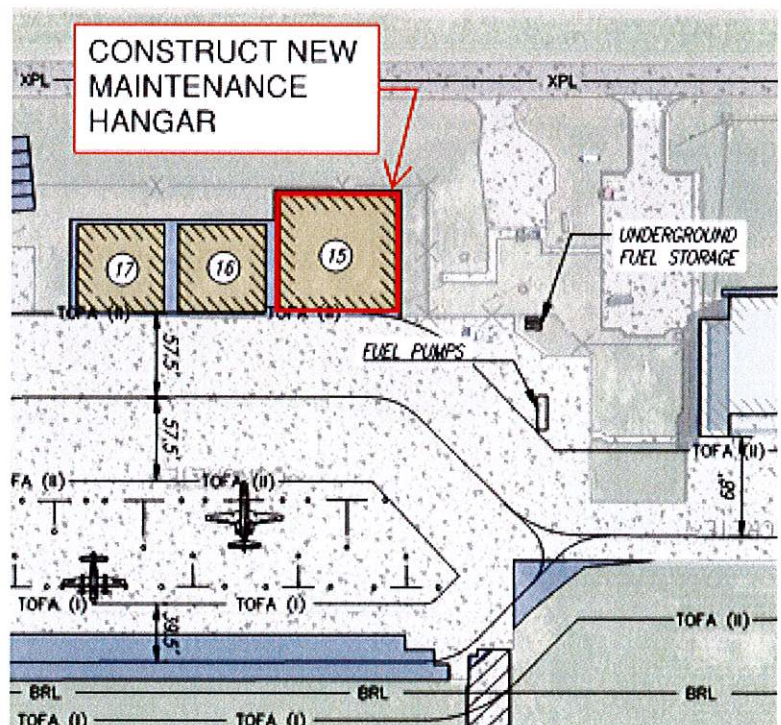
It is Benesch's understanding that this project will consist of constructing new taxiways and a new 10-unit nested T-Hangar unit for expansion of the Airport's facilities, as shown on the Airport's updated ALP. Expansion of the facilities will help the Airport continue to grow and meet the demand of local pilots. Taxiway geometry will be designed to meet the current safety area requirements and the most current FAA criteria. Two important factors that we will evaluate for your taxiway include existing and new building configuration and the drainage around those buildings. Benesch will coordinate with the airport for the details of the hangar to ensure tenant needs are met. This includes items such as door clear span needs, interior lighting configurations and type.



Design for the taxilane will follow the most current FAA standards and guidelines including Advisory Circular 150/5300-13A Airport Design and 150/5370-10H Standard Specifications for Construction of Airports to ensure federal funding eligibility.

It is Benesch's understanding that the Airport desires to construct a new maintenance hangar on the east side of the existing apron area. This building would be approximately 75' x 75' and could be built with minimal site preparation on existing airport property.

As part of any upcoming building project, there are several considerations to contemplate during design so that the facility best serves the airport needs. Benesch works with airport representatives on all projects to make decisions and formulate project specific cost saving alternatives.



Pictured: From the Terminal Area Plan,  
Ottawa Municipal Airport (OWI), Updated  
ALP, dated July 2018

- Primary Function vs. Secondary Functions
- Utility needs
- Electrical, mechanical, water and sewer needs
- Environmental considerations
- Color scheme
- Door Type and Clear Span Width
- Office Space and/or Restrooms
- Site constraints



## LAND ACQUISITION STEPS

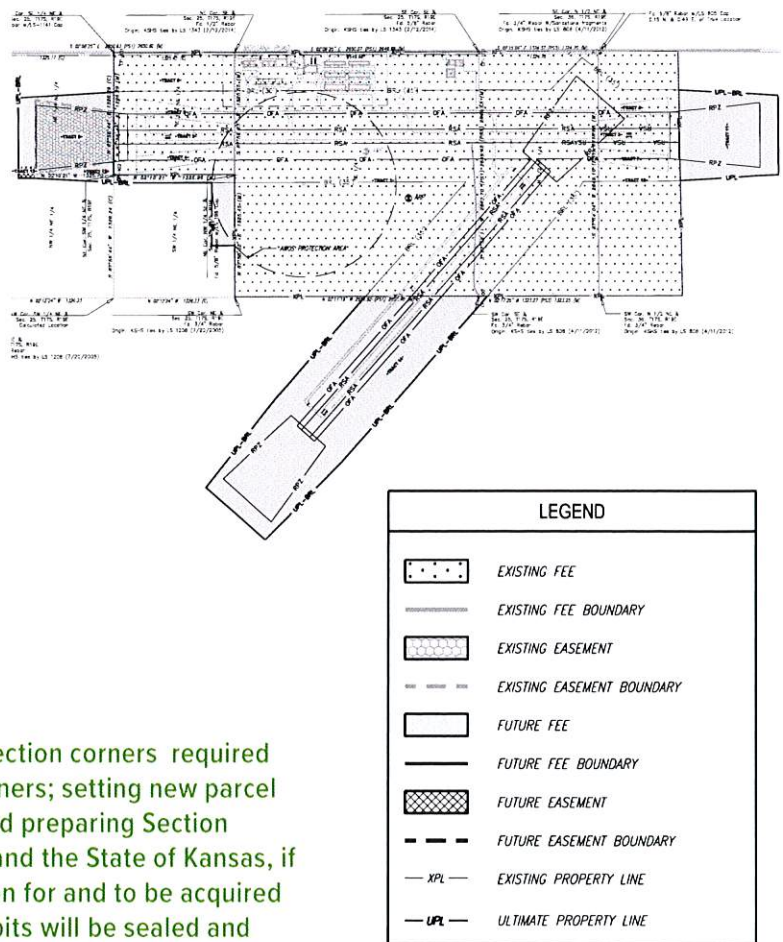
- 1 Pre-Project Kick-Of Meeting
- 2 Develop Ownership Records
- 3 Update of the Existing Airport Layout Plan (ALP) and Exhibit A Property Map
- 4 Legal Document Creation
- 5 Initial Landowner Contact
- 6 Primary Appraisals
- 7 Review Appraisals
- 8 Submittal of Offer Letter Package To the City for Review
- 9 Approval of Offer Letters/Provides Acquisition Agreement (City of Ottawa). Presentation of Written Offer to Landowner (Benesch)
- 10 Negotiations With Landowners [if needed]
- 11 Submit Signed Paperwork / Terms of Agreement to the City
- 12 Close on Property Acquisitions
- 13 File Acquisitions at Atchison County Register of Deeds
- 14 Condemnation Proceedings (If Necessary)
- 15 Update Airport Layout Plan (ALP) and Exhibit A Property Map

Other activities include recovering or verifying existing section corners required for legal descriptions; searching for existing property corners; setting new parcel property corners at corners of fee simple acquisitions; and preparing Section Corner Recovery Reports for delivery to Franklin County and the State of Kansas, if needed. Legal exhibits used for appraisals and negotiation for and to be acquired in fee simple and easement will be prepared. These exhibits will be sealed and signed by a Registered Land Surveyor licensed in the State of Kansas.

## Land Acquisition for Approaches

It is understood that the Airport needs to acquire land for the ultimate Runway 35 runway protection zone (RPZ) and plans to do so in fee. This acquisition is in preparation for extending the runway 1,000' at the 35 end for an ultimate runway dimension of 5,500' x 75'. The north end of the runway also requires some land acquisition to improve the safety areas. While not necessary, it is advisable to complete all land acquisition at the same time to save time and energy on duplicated efforts.

The Benesch Team will complete all work associated with the land acquisition in accordance with the Uniform Relocation and Assistance and Real Properties Acquisition Policies Act of 1970, as amended (Uniform Act). The Benesch Team has been specifically formulated to meet the needs and requirements of the City of Ottawa and the Uniform Act. One strength of this team is that all members have worked together on similar land acquisition projects in the past, and therefore can hit the ground running on this project. The Benesch Team will complete the work in the steps shown to the left. A schedule of each step and the planned timeframe for completion is shown following this section.





### Extend Runway (Design & Construction)

Existing Runway 17/35 is 4,500' x 75' and is the primary runway at the Ottawa Airport. Benesch understands that the Airport desires to extend the runway 1,000' at the 35 end. Since the environmental clearances, development of approaches, and design are lengthy with this type of project, Benesch recommends approaching the design in year one and construction in year two for a project of this type.

At the start of design, Benesch will coordinate and complete a site survey and geotechnical investigation. As with all Benesch projects, during design, Benesch involves the State and FAA to ensure geometry and other design critical criteria are approved throughout the process. Review deadlines are coordinated with the City, State and FAA to allow the project to stay on track. Benesch will follow all FAA AC's and design criteria and coordinate with the FAA for critical determinations. Once the FAA has approved the project for Bid, Benesch will assist the Airport and City through the bidding process and can be involved as much or little as needed throughout this process.

Benesch has construction management and closeout services to fit every project. We gear our inspection to your airport and project needs. We work with either subconsultants or our in-house QC services for construction materials testing to ensure we meet the FAA requirements during construction. Benesch construction inspectors will ensure materials comply with the specifications and will observe the construction for conformance to the plans and specifications. Benesch completes closeout in a timely manner because we know the closeout of a grant to receive final reimbursement is ideal for our clients. Closeout documentation will follow FAA requirements and we can also assist with completing the FAA required financial reports.

With such an involved and coordinated effort, it is imperative that design and construction is approached in a well thought out manner. This approach often results in cost and time savings through consistency. If the entire project is not well thought out, the entire process can result in wasted resources and efforts due to unanticipated issues. The Benesch approach will incorporate our working knowledge of several similar projects to maximize allocated engineering and construction resources and provide you with the greatest return on investment.

| Benesch Runway and Taxiway Experience |   |         |
|---------------------------------------|---|---------|
| Kearney Regional                      | Parallel Taxiway Rehabilitation                           | Ongoing |
| Blosser Municipal                     | Runway 17/35 Reconstruction with Full Parallel Taxiway    | Ongoing |
| Ellsworth Municipal                   | Runway 17/35 Reconstruction with Full Parallel Taxiway    | Ongoing |
| Ellsworth Municipal                   | Primary Taxiway Reconstruction                            | 2019    |
| Kearney Regional                      | Runway 18/36 Reconstruction & Taxiway Construction        | 2018    |
| Blosser Municipal                     | Primary Taxiway Reconstruction & Lighting                 | 2010    |
| Manhattan Regional                    | Parallel Taxiway 'A' Reconstruction, Extension & Lighting | 2010    |
| Mortiz Memorial                       | Taxiway Widening  | 2009    |
| Freeman Field                         | Taxilane Reconstruction                                   | 2008    |

## PROJECT EXPERIENCE



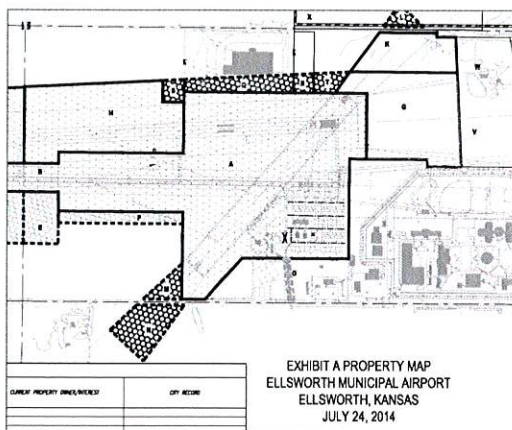
### OTTAWA MUNICIPAL AIRPORT | OTTAWA, KANSAS

Benesch began working closely with the Ottawa Regional Airport with update to the Master Plan and Airport Layout Plan (ALP). The two-year long process evaluated the airport existing conditions and provided a road map for future airport expansion and projects over the next 20 years. Primarily, the main changes included the extension of the runway by 500', geometric changes to the apron and connector taxiway, and expansion of the terminal area. All of the projects included in this current RFQ were identified by Benesch in this process.

In 2019 and 2020, Benesch assisted the airport in an FAA grant to install new parallel taxiway & taxiway connectors edge lighting. The project installed over 130 stake mounted blue LED edge lights with bases and improvements to the electrical vault to accommodate the new system. In conjunction with this project, the airport installed a new segmented circle with lighted windcone.

**Client Contact:** Michael Haeffele, Director of Public Works | City of Ottawa, KS | P: (785) 229-3631



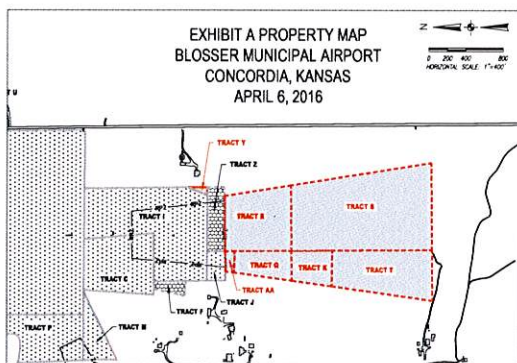


### ELLSWORTH MUNICIPAL AIRPORT | ELLSWORTH, KANSAS

Benesch recently completed work with City officials, representatives and appraisers to acquire land in fee and easement to construct Runway 18/36. The engineering portion of this project included design of a realigned runway, full parallel taxiway with connectors, subsurface edge drain system, lighting and electrical vault upgrades, PAPIs, REILs, relocation of the primary wind cone and pavement markings.

Previous work at the airport includes: milling and overlay of Runway 17/35 and the primary taxiway (a project that won first place for the Kansas Asphalt Paving Association's Airfield Paving Award in 2007); parking lot rehabilitation; installation of an automated weather observation system; master plan updates; and survey, design, bidding and construction engineering services for reconstruction of a deteriorated asphalt apron with new concrete.

**Client Contact:** Rusty Varnado, City Administrator | City of Ellsworth, KS | P: (785) 205-9500

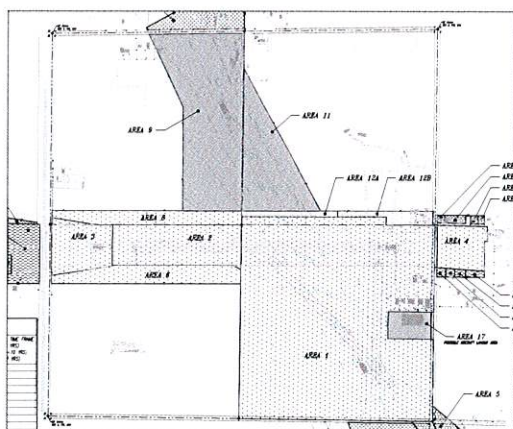


### BLOSSER MUNICIPAL AIRPORT | CONCORDIA, KANSAS

Benesch has provided many project services throughout the years including: airport alternatives; an airport layout plan and a capital improvement plan; development of a sample zoning ordinance; organization of an airport community day, an airport master plan; construction of a new primary taxiway; survey, design and bidding services on a fast-paced schedule; and a NEPA phase I environmental assessment (EA).

Most recently, Benesch completed the design of Runway 18/36. The engineering portion of this project included design of a shifted runway, utilization of the old runway pavement as a parallel taxiway with extension, taxiway connectors, subsurface edge drain system, airfield drainage, lighting and electrical vault upgrades, PAPIs, REILs, relocation of the primary wind cone and pavement markings.

**Client Contact:** Ron Copple, Public Works Director | City Concordia, KS | P: (785) 243-2670



### RUNWAY 18/36 EXTENSION & WIDENING | BELOIT, KANSAS

Using FAA Entitlement funds, Benesch acquired land and permanent easement in order to lengthen and extend the runway from 3,600-feet x 60-feet to 4,200-feet x 75-feet. The acquisition secured the airspace required to ensure all runway approaches were protected prior to commencing design on the project. The airport is located in between two residential areas of town, and therefore most of the land acquisition was completed for tree removals located on residential properties. Ultimately, the land was acquired through tedious negotiations and the project was successfully constructed.

**Client Contact:** Jason Raby, City Manager | City of Beloit, KS | P: (785) 738-3551



## BRAD WALLER, PE, VMA

Project Manager

Brad specializes in project management aviation projects at commercial and general aviation airports around the State of Kansas. His work includes airport land acquisition, master plans, hangars, and design, bidding, and construction engineering services of runways, taxiways, aprons and vehicular parking areas. He is intimately familiar with both the FAA and KDOT Airport Improvement Program grant funding.

### **Ellsworth Municipal Airport, Ellsworth, KS**

Numerous design and construction projects that include the reconstruction of an existing apron, the mill and overlay of the primary runway, reconstruction of the vehicular parking lot, and expansion of the primary parking ramp.

### **Concordia Municipal Airport, Concordia, KS**

In addition to the master plan and land acquisition projects, completed a reconstruction of the primary taxiway and apron area expansion

### **Blosser Municipal Airport – Concordia, KS – Land Acquisition**

Benesch completed land acquisition services following the Uniform Act to purchase 8 properties totaling over 50 acres of fee simple and easements. The land was purchased for the construction of a new runway that is currently under design.

### **Ottawa Municipal Airport Master Plan, Ottawa, KS**

Updated the Master Plan and Airport Layout Plan (ALP) by evaluating existing airport operations and facilities. The update forecasted future aviation activity by quantity and type and outlined facility requirements. Other project deliverables included airport alternatives, Airport Layout Plan and Capital Improvement Plan to assist in implementing the recommended development plan.

### **Freeman Field Airport Master Plan, Junction City, KS**

Updated the Master Plan and Airport Layout Plan (ALP) by evaluating existing airport operations and facilities. The update forecasted future aviation activity by quantity and type and outlined facility requirements. Other project deliverables included airport alternatives, Airport Layout Plan and Capital Improvement Plan to assist in implementing the recommended development plan.

### **Abilene Municipal Airport Master Plan, Abilene, KS**

Updated the Master Plan and Airport Layout Plan (ALP) by evaluating existing airport operations and facilities. The update forecasted future aviation activity by quantity and type and outlined facility requirements. Other project deliverables included an aeronautical survey, airport alternatives, Airport Layout Plan and Capital Improvement Plan to assist in implementing the recommended development plan.

### **Clay Center Airport Master Plan, Clay Center, KS**

Update involved evaluating existing airport operations and facilities. The update forecasted future aviation activity by quantity and type and outlined facility requirements. Other project deliverables included airport alternatives, Airport Layout Plan and Capital Improvement Plan to assist in implementing the recommended development plan.

### **Forbes Field Airport Taxiway & Parking Ramp Reconstruction, Topeka, KS**

The project involved 32,000 square yard of milling and white-topping and 7,000 of full depth concrete pavement to rehabilitate the Blackhawk helicopter facility for the Kansas Army National Guard at Forbes Field.

#### **Education**

MBA, Kansas State University

BS, Civil Engineering,  
University of Kansas

**Years of Experience:** 18

#### **Registrations and Certifications**

**Professional Engineer:**

Kansas (19136)

#### **Professional Affiliations**

Kansas Airport Association

American Public Works Association

## ANDY BEIL, PE, VMA

QA/QC

Mr. Beil has over a decade of experience providing project leadership on a variety of infrastructure improvements. He is responsible for planning and design of transportation related projects. He routinely provides coordination and management for multidisciplinary projects. Andrew has special expertise in aviation, project planning, project administration, and construction observation.

As part of his aviation experience, he has worked on numerous 20-year planning documents to layout needed infrastructure to accommodate the future demands of a facility. The development plans were created in short-, intermediate-, and long-term development phases to allow the Owners flexibility in meeting the local funding needs.

He has further served as the Project Engineer on numerous infrastructure development projects which have included design aspects such as geotechnical investigations; pavement designs; water and storm sewer design; land acquisition; topographical surveys; pre-engineered metal buildings; fuel facilities; electrical; funding/cost planning; overall client management.

### General Aviation

- » Ainsworth Municipal Airport (ANW): Runways, taxiways, aprons, lighting, signage, NAVAIDs, airfield marking.
- » Beatrice Municipal Airport (BIE): Runways, taxiways, aprons, lighting, signage, NAVAIDs, airfield marking, access roads, parking lots.
- » Blair Municipal Airport (BTA): Runways, taxiways, aprons, lighting, signage, NAVAIDs, electrical vault, airfield marking, hangars, fuel facility, access roads.
- » Columbus Municipal Airport: Electrical vault upgrades.
- » David City Municipal Airport (93Y): Runways, taxiways, aprons, lighting, signage, electrical vault improvements, airfield markings.
- » Fairbury Municipal Airport (FBY): Runways, taxiways, aprons, lighting, signage, electrical vault improvements, airfield markings, fuel facility, access roads, parking lots.
- » Gordon Municipal Airport (GRN): Hangar.
- » (Holdrege) Brewster Field (HDE): Hangar, lighting, NAVAIDs.
- » Millard Airport (MLE): Runway, runway roughness assessment.
- » (Neligh) Antelope County Airport (4V9): Runways, taxiways, aprons, lighting, signage, NAVAIDs, airfield marking.
- » North Platte Regional Airport (LBF): Lighting, signage.

### Education

BS, Civil Engineering,  
University of Nebraska-Lincoln

**Years of Experience:** 17

### Registrations and Certifications

#### Professional Engineer:

Nebraska (E-12422)

Kansas (19900)

Iowa (18934)

Pennsylvania (PE077923)

Illinois (062-062730)

Michigan (6201027395)

Nevada (23469)

Colorado (PE.0050172)

Utah (9558596-2202)

Ohio (80901)

Wisconsin (41030-006)

Indiana (PE11600434)

Florida (83453)

Georgia (PE044445)



## ELIZABETH DUVAL, PE

### Design/Engineering

Elizabeth is a Project Manager who brings over 17 years of experience. She effectively manages aviation projects as well as all required federal and state documentation for multiple aviation projects. She has experience coordinating with the FAA and State DOTs to ensure compliance and grant assurances are met, grant documentation deliverables achieved, and grant closeout documentation. She has experience resolving conflicts and facilitating agreements between parties in order to reach win-win solutions to disagreements and clarify misunderstandings.

#### **Abilene Municipal Airport (K78), Abilene, KS**

Master Plan and Airport Layout Plan (ALP) Update - Assisted with the Master Plan narrative, QC reviews and ALP drawings.

#### **Ellsworth Municipal Airport (9K7), Ellsworth, KS**

Runway 17/35 Reconstruction with Realignment - Assisted with the project specifications, contract documents, quality control reviews, and the airfield construction safety plan.

#### **Blosser Municipal Airport (CNK), Concordia, KS**

Construct New Runway 18/36 - Assisted with the project specifications, contract documents, quality control reviews, and the airfield construction safety plan.

#### **Eldon Model Airpark (H79) Taxiway Construction, Eldon, MO\***

Design Engineer of Record for the design and bidding services for a new 500-foot-long taxiway to accommodate future hangar expansion including the environmental CATEX with Archeological survey, drainage, grading and pavement markings. This project required the evaluation of a new development space north of the existing terminal area, including several possible layouts and alignments, to ensure the space was optimized. Coordination with the MoDOT Traffic Division was required for site access point improvement.

#### **Runway 4/22 Rehabilitation and Shoulder Grading, Vichy, MO\***

Design Engineer of Record for the design and bidding services for the rehabilitation of Runway 4/22 at Rolla National Airport (VIH) utilizing the FAA's new in-place, full depth reclamation (FDR) recycled asphalt aggregate base course (P-207) specification. This design also consisted of shoulder grading to improve the runway safety area grades and completing a Runway Safety Area (RSA) Determination. An obstruction analysis for the runway approaches was also completed with a deliverable to the Airport to assist in tree removal.

#### **New Terminal Building at Rolla National Airport (VIH), Vichy, MO\***

Project Engineer: Managed the design, bidding and construction management services for construction of a new 2,592 sq. ft. terminal building and coordinated with an Architectural/MEP subconsultant. This project also included coordination with the FAA and NWS for their dedicated leased space inside the building.

#### **St. Charles County Airport (SET), St. Charles County, MO\***

Runway Lighting Rehabilitation - Project Engineer for the design of the rehabilitation of the existing medium intensity lighting system for Runway 9/27 and Runway 18/36 including replacement of all runway lights, wire, a new regulator, a new electrical vault meeting floodplain requirements, three location signs, and removal and replacement of the primary wind cone.

#### **Fairbury, NE (FBY) Pavement Maintenance, Fairbury, NE**

Airfield pavement maintenance and marking - Assisted with the project management through the design, bidding and construction management phases of the project.

#### **Education**

MS, Engineering Management,  
Missouri University of Science and  
Technology

BS, Civil Engineering, University of  
Kansas

#### **Years of Experience: 17**

#### **Registrations and Certifications**

Professional Engineer:

Kansas (PE23179)

Missouri (2008002153)

Illinois (62065606)

#### **Professional Affiliations**

Missouri Society of Professional  
Engineers

National Society of Professional  
Engineers

\* denotes projects completed while  
working for another firm

## BRETT HOLT, PE

### Design/Engineering

Brett has extensive experience in airfield design, planning, pavement management, and construction observation. He has performed design and construction observation responsibilities throughout the FAA Northwest Mountain, Central, and Southwest regions on airports ranging in size from large commercial service airports, including Kansas City International Airport and Dallas-Love Field, to numerous general aviation airports.

#### **Yampa Valley Regional Airport, Hayden, CO**

Project Manager/Project Engineer: Mr. Holt led the airside design for a Fixed Based Operator consisting of a 35,700 SY ramp, deicing pad and connecting taxiways. Services provided include: grading, storm water, earthwork, asphalt and concrete pavement section design and marking layout.

#### **Rocky Mountain Metropolitan Airport, Broomfield, CO**

Project Manager/Project Engineer: Design of a facility for a Fixed Based Operator, consisting of an aircraft parking apron expansion, drainage improvements and marking layout. Services provided include: grading, storm water, earthwork, asphalt and concrete pavement section design and marking layout.

#### **Grant County International Airport, Moses Lake, WA**

Project Manager/Project Engineer: This project involved the correction of the existing runway (14L-32R) profile which created a line of sight issue. In order to accomplish this approximately 4,700-feet of the runway would need to be reconstructed and lowered between 3'-6'. Services provided include: preliminary grading, asphalt and concrete pavement section design, marking and lighting layout.

#### **McAllen-Miller International Airport - Runway Safety Area Enhancements, McAllen, TX**

Design Engineer: This project consisted of the installation of an Emergency Materials Arresting System and relocation of the airport perimeter road and berm road to meet FAA Runway Safety Area grading requirements.

#### **Dallas-Love International Airport - Runway Safety Area Enhancements, Dallas, TX**

Design Engineer: Mr. Holt provided surface modeling to meet FAA Runway Safety Area Grading requirements, as well as marking and lighting layouts.

#### **Kansas City International Airport - Terminal Advance Planning, Kansas City, MO**

Design Engineer: Advance planning for a new airport terminal at Kansas City International Airport. Project included design of a new terminal, aircraft parking apron, arrival and departure roadways and parking structure.

#### **Atkinson Municipal Airport, Pittsburg, KS**

Lead Project Engineer/Construction Observer: This project included design of a 600-foot runway extension, relocation of airport perimeter fence, installation of a new MIRL and MITL system, installation of a new four-box PAPI, relocation of REIL and extensive drainage design. Services provided include: grading, storm water, earthwork, asphalt pavement section design, lighting and marking layout, drainage design and perimeter fence relocation.

#### **Omar N Bradley Airport, Moberly, MO**

Design Engineer/Construction Observer: Construction of a new T-hangar along with the associated apron and taxiway. Services provided include: grading, pavement section design, marking layout and construction observation.

#### **Education**

BS, Civil Engineering, Kansas State University

#### **Years of Experience: 9**

#### **Registrations and Certifications**

##### **Professional Engineer:**

Colorado (54220)

Kansas (24803)

Washington (55154)

Nebraska (E-17174)



## WADE HEIM, PE

### Construction Management

Wade is responsible for design of transportation and other civil engineering projects from preliminary design to final phase. He also provides construction and geotechnical engineering services.

#### **Forbes Field Taxiway & Parking Ramp Reconstruction**

Coordinated complete engineering design for the reconstruction of the apron ramp at Forbes Field. Assisted in rehabbing 60,000 square yards of apron pavement and two hangars. Benesch completed design, bidding and (future) construction administration services to the pavement.

#### **Salina Training Center Airfield Pavement Repair**

Provided design, bidding and construction administration services for this project. Benesch rehabilitated 30,000 square yards of hangar apron and parking areas. Repairs involved partial-depth replacement of deteriorating asphalt at Salina Municipal Airport in Salina, Kansas.

#### **Manhattan Regional Airport**

Duties included on-site construction observation of several projects, including East General Aviation Ramp (awarded second place for Airfield Pavement, 1999), Taxiway A Extension (national award from ACPA), Primary Runway 3/21 and Crosswind Runway 13/31. Construction involved shifting Primary Runway 3/21 to provide required 1,000 feet of safety areas. Benesch was responsible for construction administration, management and testing for both runway projects in Manhattan, Kansas.

#### **Moritz Memorial Airport**

Duties included removing dilapidated hangar approaches, installing new concrete pavement, tie downs, and pavement making. Benesch provided survey, construction observation and materials acceptance testing services. Benesch also assisted in extending and widening Runway 17/35. Duties include extending the runway to 4,200' x 100', aeronautical survey and design services in Beloit, Kansas.

#### **Freeman Field**

Coordinated NEPA Environmental Assessment (EA), constructed new runway to 4,100 feet in length and removed/replaced maintenance hangar. Assisted in concrete apron expansion project in 2005, followed by concrete apron reconstruction. Taxiway Reconstruction included correcting severe drainage. Duties included removing deteriorated asphalt taxiways and replacing with new concrete. Benesch assisted with obtaining grant funding to construct an aviation fuel containment system in Junction City, Kansas.

#### **Blosser Municipal Airport Master Plan**

Duties involved updated future aviation activity by quantity and type by outlining facility requirements of airfield capacity. Coordinated construction of a new taxiway connecting Runway 17/35 to the apron area. Duties also involved public cooperation to minimize impact on construction accessibility in Concordia, Kansas.

#### **Education**

Bachelor of Science, Civil Engineering  
with Construction Emphasis, Kansas  
State University

#### **Years of Experience: 13**

#### **Registrations and Certifications**

##### **Professional Engineer:**

Kansas (22046)

##### **Kansas Department of Transportation Certified Inspector (# 3236):**

- Basic Inspection
- Concrete Field Inspection
- Soils Field
- Asphalt Paving Inspection
- Structures
- Concrete Strength

Troxler Nuclear Gauge Certification



## BRANDON DESH, PE

### Geotechnical

Wade is responsible for design of transportation and other civil engineering projects from preliminary design to final phase. He also provides construction and geotechnical engineering services.

#### **Airport Rescue and Firefighting Station (ARFF) - Kearney Regional Airport (EAR)**

Coordinated the geotechnical investigation and laboratory testing, performed geotechnical analyses, and prepared geotechnical report for a new driveway, approach pavement and 6,500 square foot building at the Kearney Airport. In addition, provided support with materials testing and special inspection services during construction of project.

#### **Blair Airport Authority, Nested T-Hangar & Executive Hangar**

Coordinated the geotechnical investigation and laboratory testing, performed geotechnical analyses, and prepared geotechnical report for two new hangars at the Blair Municipal Airport. These hangars consisted of one new 10-place aircraft nested T-hangar and a new 4-place aircraft executive hangar. The project also included a new concrete hangar approach from existing taxiway to hangar. In addition, provided support with materials acceptance testing services during construction of project.

#### **Holdrege Airport Authority, Brewster Field Aircraft Hangar**

Coordinated the geotechnical investigation and laboratory testing, performed geotechnical analyses, and prepared geotechnical report for three new bay aircraft storage hangars at Brewster Field. The project also included a new concrete taxiway from the existing apron to the new hangar on prepared aggregate base course. In addition, provided support with materials acceptance testing services during construction of project.

#### **York Municipal Airport, Two-Place Aircraft Hangar & Apron Expansion**

Coordinated the geotechnical investigation and laboratory testing, performed geotechnical analyses, and prepared geotechnical report for a new 150-foot-by-75-foot hangar with two internal bays with radiant heating system in one bay with potential for future expansion into the second bay in the future. The project also included a new concrete apron expansion on a stabilized CTB base. In addition, provided support with materials acceptance testing services during construction of project.

### Education

MS, Engineering and Technology Management,  
Colorado School of Mines

BS, Engineering - Civil Specialty,  
Colorado School of Mines

**Years of Experience:** 17

### Registrations and Certifications

#### **Professional Engineer:**

Nebraska (E-12416)  
Colorado (PE.0049888)  
Iowa (19195)  
Missouri (PE-2015028391)  
Nevada (023407)  
Kansas (20293)  
Ohio (PE.80982)  
Arizona (62949)

Nuclear Gauge Safety Training  
Certification, Troxler Electronic  
Laboratories, Inc.

# Memorandum

**To:** Richard U. Nienstedt, City Manager and Honorable City Commissioners  
**From:** Dennis Tharp, Director of Utilities and Laurel Gimzo, Assistant Finance Director  
**Date:** 10/22/2020  
**Re:** Electric rate increase

In this unique year we have been hesitant to discuss electric rate increases. That said, we believe it can wait no longer and our analysis of the numbers bears that out. The resolution adopted in October 2019 put in place a 10% increase to take place in October of 2020 with a 60-day notice for such an increase. It is apparent by the spreadsheets attached that while our 2019 increase has helped us achieve positive numbers, we are still unable to build reserves to the level ordinance suggests.(i.e. approximately \$3 million). With our loads remaining flat and our employees holding tight lines on spending, we see no alternative to our next step in the rate increase plan. We all understand the criticality of keeping our electric utility healthy as has been outlined before, we are well below local competitors with our current rates. Laurel and I will walk through these numbers with you and answer any questions.

Thank You for your attention on this issue,  
Dennis

RESOLUTION NO. 1817-19

**A RESOLUTION FINDING THE ADVISABILITY OF AND ORDERING THE ADOPTION OF APPLICABLE RATES, CHARGES, RULES AND REGULATIONS, CONDITIONS AND AVAILABILITY OF THE SERVICES RENDERED BY THE ELECTRIC DEPARTMENT OF THE CITY OF OTTAWA, KANSAS, AND ESTABLISHING AN EFFECTIVE DATE THEREFORE, AND PROVIDING FOR THE ENFORCEMENT THEREOF AND RESCINDING PRIOR RESOLUTIONS.**

**Whereas**, Section 13-304, of the Code of the City of Ottawa, Kansas, 2015 edition, provides for the establishment of rates, conditions of service, rules and regulations pertaining to the availability of electrical service to be set by resolution of the Governing Body of the City of Ottawa.

**Now, therefore, be it resolved by the Governing Body of the City of Ottawa:**

**Section 1:** Electrical service furnished by the Utilities Department of the city shall be furnished in accordance with rates, charges, rules and regulations, conditions and availability provided for in this resolution.

**Section 2:** Electrical service shall be grouped and identified by the following classifications evidenced by schedules so designated, which are attached to this resolution and incorporated herein, the same as if fully set out.

|                               |       |
|-------------------------------|-------|
| Residential – Urban           | RU    |
| Residential – Rural           | RR    |
| General Service/Small – Urban | GS/SU |
| General Service/Small – Rural | GS/SR |
| General Service/Large         | GS/L  |
| Special Contract Power        | SCP   |
| School and City Use           | SC    |
| Street Lighting               | SL    |
| Area Lighting                 | AL    |
| Electric Service Fee          | ESF   |
| Energy Cost Adjustment Clause | ECA   |

**Section 3:** The City Manager, or designee, is charged with the enforcement of these rates, charges, rules and regulations, conditions and availability for specified quantities.

**Section 4:** The rates, charges, rules and regulations, conditions and availability for specified quantities shall remain in full force and effect until rescinded or modified by subsequent resolution(s) of the Governing Body of the City of Ottawa, Kansas.

**Section 5:** This resolution shall take effect and be in full force and effect for all accounts in which the bills are created according to the following steps as indicated within the designated rate schedules:

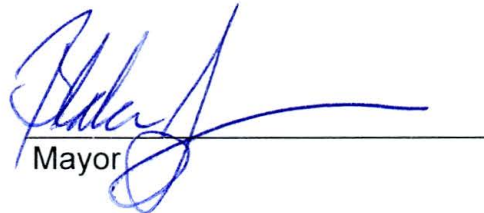
Step 1: On or after October 1, 2019

Step 2: On or after October 1, 2020

**Section 6:** The Governing Body shall review the rates, charges, rules and regulations, conditions and availability for specified quantities not less than annually and not less than 60 days prior to any step increase scheduled in this resolution.

**Section 7:** Prior resolutions on this subject are hereby rescinded when in conflict with this resolution, and all other rates, charges, rules and regulations, conditions and availability for specified electrical service which are in conflict with the rates, charges, rules and regulations, conditions and availability for specified electrical service set out herein are rescinded.

Adopted this 18<sup>th</sup> day of September 2019.

  
Mayor

ATTEST:

  
City Clerk

**RESIDENTIAL – URBAN**  
**(RU)**

|                                 | <u>Step 1</u> | <u>Step 2</u> |
|---------------------------------|---------------|---------------|
| <u>Monthly Customer Charge:</u> | \$ 15.50      | \$ 15.50      |

Energy Charge (c/kwh/mo):

|                     |      |      |
|---------------------|------|------|
| First 2000 kwh/mo @ | 8.64 | 9.51 |
| Over 2000 kwh/mo @  | 9.01 | 9.92 |

(Plus applicable Energy Cost Adjustment Charges)

Minimum Bill:     The monthly Customer charge

Available:        Within the city limits of Ottawa

Application:

- a) To all residential consumers, including rooming houses, with two or fewer units available for rent, apartment buildings and trailer courts, for customary domestic uses.
- b) To any combination residential and business consumer otherwise complying with residential zoning restrictions, where rendering of services and production or handling of goods is only incidental to domestic uses, and none other than the resident is employed thereat.

Service Conditions:

- a) Each dwelling unit (i.e. house, duplex, apartment unit, trailer, etc.) is to be individually metered and billed.
- b) All uses are to be metered through a single meter. (For existing arrangements with more than one meter, the readings shall be added together.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.
- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower nor, for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.



**RESIDENTIAL – RURAL**  
**(RR)**

|                                  |                           |                           |
|----------------------------------|---------------------------|---------------------------|
| <u>Monthly Customer Charge:</u>  | <u>Step 1</u><br>\$ 21.40 | <u>Step 2</u><br>\$ 21.40 |
| <u>Energy Charge (c/kwh/mo):</u> |                           |                           |
| First 2000 kwh/mo @              | 8.92                      | 9.81                      |
| Over 2000 kwh/mo @               | 9.30                      | 10.23                     |

(Plus applicable Energy Cost Adjustment Charges)

Minimum Bill: The monthly Customer charge

Available: All qualified consumers outside Ottawa.

Application:

- a) To all residential consumers, including rooming houses, with two or fewer units available for rent, apartment buildings and trailer courts, for customary domestic uses.
- b) To any combination residential and business consumer otherwise complying with residential zoning restrictions, where rendering of services and production or handling of goods is only incidental to domestic uses, and no one other than the resident is employed thereat.
- c) To any farm consumer, for domestic plus customary farm uses, where consumption does not exceed 10,000 kwh per month or metered demand does not exceed 30 kw in any two-summer months in any year (these being the months of May through September.)

Service Conditions:

- a) Each dwelling unit (i.e. house, duplex, apartment unit, trailer, etc.) is to be individually metered and billed.
- b) All uses are to be metered through a single meter. (For existing arrangements with more than one meter, the readings shall be added together.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.
- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower, nor for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.

**GENERAL SERVICE/SMALL – URBAN**  
**(GS-SU)**

|                                 | <u>Step 1</u> | <u>Step 2</u> |
|---------------------------------|---------------|---------------|
| <u>Monthly Customer Charge:</u> | \$ 22.50      | \$ 22.50      |

Energy Charge (c/kwh/mo):

|                      |      |       |
|----------------------|------|-------|
| First 200 kwh/mo @   | 9.37 | 10.31 |
| Next 800 kwh/mo @    | 9.03 | 9.93  |
| Next 4000 kwh/mo @   | 8.53 | 9.39  |
| Next 5000 kwh/mo @   | 8.40 | 9.24  |
| Over 10,000 kwh/mo @ | 8.16 | 8.98  |

(Plus applicable Energy Cost Adjustment Charges)

Minimum Bill: 25% of the highest monthly bill in the immediately prior summer (May through September), but not less than the Customer charge, plus any applicable Energy Cost Adjustment charges.

Available: Within the city limits of Ottawa.

Application:

- a) To all business and institutional users, unless classified as Residential, General Service/Large, or School and City.
- b) To any combination residential and business consumer not qualifying as Residential, or who elects to be classified hereunder.

Service Conditions:

- a) All uses at any one contiguous location are to be metered through a single meter, except at the Utility's sole option to do otherwise. (For such multi-meter arrangements, readings shall be added together.)
- b) Each meter is to be considered an individual customer (unless the Utility has opted to install more than one meter at one contiguous location.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.
- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower, nor for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.



- e) Lighting loads aggregating over 10 kw on multi-phase service shall be balanced between phases.
- f) Customers operating equipment having a highly fluctuating or large instantaneous demand, or power factor regularly lower than 80%, or which require electric service of quality exceeding customary industry standards, shall be required to provide adequate corrective equipment or isolating transformers, or as otherwise found necessary so as to not unduly interfere with or be affected by customary service to other customers.

**GENERAL SERVICE/SMALL – RURAL**  
**(GS-SR)**

|                                 | <u>Step 1</u> | <u>Step 2</u> |
|---------------------------------|---------------|---------------|
| <u>Monthly Customer Charge:</u> | \$ 25.35      | \$ 25.35      |

Energy Charge (c/kwh/mo):

|                      |      |       |
|----------------------|------|-------|
| First 200 kwh/mo @   | 9.91 | 10.90 |
| Next 800 kwh/mo @    | 9.17 | 10.08 |
| Next 4000 kwh/mo @   | 8.68 | 9.54  |
| Next 5000 kwh/mo @   | 8.55 | 9.40  |
| Over 10,000 kwh/mo @ | 8.28 | 9.11  |

Plus applicable Energy Cost Adjustment Charges

Minimum Bill: 25% of the highest monthly bill in the immediately prior summer (May through September), but not less than the Customer charge, plus any applicable Energy Cost Adjustment charges.

Available: All qualified consumers outside Ottawa

Application:

- a) To all business and institutional users, unless classified as Residential, General Service/Large, or School and City.
- b) To any combination residential and business consumer not qualifying as Residential, or who elects to be classified hereunder.
- c) To any farm consumer not qualifying as Residential-Rural, or who elects to be billed hereunder.

Service Conditions:

- a) All uses at any one contiguous location are to be metered through a single meter, except at the Utility's sole option to do otherwise. (For such multi-meter arrangements, readings shall be added together.)
- b) Each meter is to be considered an individual customer (unless the Utility has opted to install more than one meter at one contiguous location.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.

- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower, nor for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.
- e) Lighting loads aggregating over 10 kw on multi-phase service shall be balanced between phases.
- f) Customers operating equipment having a highly fluctuating or large instantaneous demand, or power factor regularly exceeding customary industry standards, shall be required to provide adequate corrective equipment or isolating transformers, or as otherwise found necessary so as to not unduly interfere with or be affected by customary service to other customers.

**GENERAL SERVICE/LARGE**  
**(GS-L)**

|                                  |                           |                           |
|----------------------------------|---------------------------|---------------------------|
| <u>Monthly Customer Charge:</u>  | <u>Step 1</u><br>\$150.00 | <u>Step 2</u><br>\$150.00 |
| <u>Demand Charge (\$/kw/mo):</u> |                           |                           |
| First 40 kw/mo @                 | 8.25                      | 8.25                      |
| Next 110 kw/mo @                 | 8.82                      | 8.82                      |
| Over 150 kw/mo @                 | 9.38                      | 9.38                      |
| <u>Energy Charge (c/kwh/mo):</u> |                           |                           |
| First 50,000 kwh/mo @            | 5.46                      | 6.01                      |
| Next 50,000 kwh/mo @             | 5.20                      | 5.72                      |
| Next 100,000 kwh/mo @            | 5.01                      | 5.52                      |
| Over 200,000 kwh/mo @            | 4.46                      | 4.90                      |

(Plus applicable Energy Cost Adjustment Charges)

Minimum Bill: The monthly Customer charge plus the Demand charge (unless a higher minimum has been stipulated in an individually negotiated contract).

Determination of Billing Demand:

The maximum metered 15-minute demand in the month (corrected for power factor, as appropriate), but not less than 60% of the highest demand established in the most recent prior 12 month period.

Discounts:

- a) A credit of 1.5% of the total charge shall be granted for primary metering.
- b) A credit of 3.5% of the demand charge only shall be granted for customer ownership, installation and maintenance of transformers and low voltage service entrance.

Power Factor Adjustment:

The rates set forth in this schedule are based on the maintenance by the customer of a power factor of not less than 80% at all times. If it is determined by measurement that the power factor at time of customer's peak load is less than 80%, the metered demand shall be increased by the ratio of 80% to the customer's power factor.

Available: At any location on the electric system.

Application:

- a) To all business, institutional and farm users which elect, by signed request, to be served hereunder. Such commitment shall be not less than of 12 months duration, renewable automatically and indefinitely, until rescinded by the customer.
- b) To such other business, institutional and farm users as are assigned to this classification at the sole discretion of the Utility. Criteria for such assignment are:
  - i) Whenever the customer's metered demand in any summer month (May through September) exceeds 40 kw; or
  - ii) Whenever the average power factor during the period of customer's annual peak demand is measured as less than 80%; or
  - iii) Whenever, in the judgment and sole discretion of the Utility, the customer requests or exhibits any abnormal service conditions, capacities or voltage requirement.
  - iv) The Utility, at its sole discretion and cost, may install needed metering whenever consumption in any summer month (May through September) exceeds 10,000kwh.

Service Conditions:

- a) All uses at any one contiguous location are to be metered through a single meter, except at the Utility's sole option to do otherwise. (For such multi-meter arrangements, readings shall be added together.)
- b) Each meter is to be considered an individual customer (unless the Utility has opted to install more than one meter at one contiguous location.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.
- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower, nor for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.
- e) Lighting loads aggregating over 10 kw on multi-phase service shall be balanced between phases.
- f) Customers operating equipment having a highly fluctuating or large instantaneous demand, or power factor regularly lower than 80% or which require electric service of quality exceeding customary industry standards, shall be required to provide adequate corrective equipment or isolating transformers, or as otherwise found necessary so as to not unduly interfere with or be affected by customary service to other customers.

Customers otherwise qualifying as General Service/Large may be granted special rates by contract, at the discretion of the City Commission. Criteria for such may include (but not be limited to) the following:

- a) Unusually and consistently high load factors
- b) Multiple-shift operations
- c) Interruptible service conditions
- d) Off-peak service conditions
- e) Guarantees of operations of size and character which will markedly benefit the utility and/or community

Rates:

Contract rates shall be predicted upon the General Service/Large schedule, insofar as the load conditions and guarantees permit. To the extent that the Utility is not forced to install additional generating capacity, nor purchase Firm capacity from others, in order to meet the additional load, demand and energy charges may be predicted upon the calculated incremental capacity and/or energy costs, with appropriate additions to cover relevant costs of service and return on investment.



**SCHOOL AND CITY**  
**(SC)**

|                                 | <u>Step 1</u> | <u>Step 2</u> |
|---------------------------------|---------------|---------------|
| <u>Monthly Customer Charge:</u> | \$ 22.50      | \$ 22.50      |

Energy Charge (c/kwh/mo):

|                      |      |      |
|----------------------|------|------|
| First 100 kwh/mo @   | 8.92 | 9.81 |
| Next 100 kwh/mo @    | 8.55 | 9.40 |
| Next 800 kwh/mo @    | 8.18 | 8.99 |
| Next 4,000 kwh/mo @  | 7.66 | 8.43 |
| Next 15,000 kwh/mo @ | 7.55 | 8.31 |
| Over 20,000 kwh/mo @ | 7.31 | 8.05 |

(Plus applicable Energy Cost Adjustment Charges)

Minimum Bill:     The monthly Customer charge

Available:        Any location on the Ottawa electric system.

Application:

- a) All uses by any accredited school, including but not limited to, Unified School District 290, Ottawa, Kansas, Sacred Heart School, Ottawa University and Neosho County Community College.
- b) All uses by the City of Ottawa (excepting street lighting, which is served under a separate schedule, and any uses declared by the City to be exempt from service schedules).

Service Conditions:

- a) All uses at any one contiguous location are to be metered through a single meter, except at the Utility's sole option to do otherwise. (For such multi-meter arrangements, readings shall be added together.)
- b) Each meter is to be considered an individual customer (unless the Utility has opted to install more than one meter at one contiguous location.)
- c) Such voltage and phase as the Utility has immediately available to the site will be furnished without additional charge.

- d) Single-phase service shall not be utilized on individual motors of over 5 horsepower, nor for non-lighting loads aggregating over 20 kw (rated), except by special permission at the sole discretion of the Utility. All motors over 1.5 horsepower are to be nominal 220V.
- e) Lighting loads aggregating over 10 kw on multi-phase service shall be balanced between phases.
- f) Customers operating equipment having a highly fluctuating or large instantaneous demand, or power factor regularly lower than 80% or which require electric service of quality exceeding customary industry standards, shall be required to provide adequate corrective equipment or isolating transformers, or as otherwise found necessary so as to not unduly interfere with or be affected by customary service to other customers.



**STREET LIGHTING**  
**(SL)**

|                              |               |               |
|------------------------------|---------------|---------------|
|                              | <u>Step 1</u> | <u>Step 2</u> |
| <u>Monthly Meter Charge:</u> | \$ 8.00       | \$ 8.00       |

(billed per meter or estimated usage for which an individual bill is computed)

|                                       |         |         |
|---------------------------------------|---------|---------|
| <u>Unitary charge (per mo/light):</u> | \$ 2.27 | \$ 2.27 |
|---------------------------------------|---------|---------|

|                               |         |         |
|-------------------------------|---------|---------|
| <u>Energy charge (c/kwh):</u> | \$ 3.98 | \$ 3.98 |
|-------------------------------|---------|---------|

(Plus applicable Energy Cost Adjustment Charges)

|                      |      |
|----------------------|------|
| <u>Minimum bill:</u> | None |
|----------------------|------|

Application:

To the City of Ottawa for lighting along streets and alleys

Service Conditions:


All units to be furnished, installed, maintained and owned by the Utility. Includes luminaries, lamp, ballast, mast, pole controller, wiring and energy for each light, of whatever kind.

**AREA LIGHTING**  
**(AL)**

|                              | <u>Step 1</u> | <u>Step 2</u> |
|------------------------------|---------------|---------------|
| <u>Monthly Meter Charge:</u> | \$ 14.75      | \$ 14.75      |

For each fixture (including energy)

Plus Energy Cost Adjustment charges  
(on presumption of 75 kwh per month per fixture)

For each additional pole \$ 1.25 per month  *This is not a change from what is being charged currently*

Minimum bill: None

Available:

To all classes of customers at any location on the electric system

Service Condition:

- a) Minimum contract period: 12 months; automatically renewing.
- b) All units to be furnished, installed, maintained and owned by the Utility. Includes luminaries, lamp, ballast, mast, pole controller, wiring and energy for each light, of whatever kind.
- c) Each unit to be mercury vapor or high-pressure sodium lamp, of size and character selected by the Utility, automatically controlled.



**ELECTRIC SERVICE FEE**  
**(ESF)**

An Electric Service Fee shall be billed to each customer each time service is initiated (whether as a new or as a reconnection following service disconnect). This fee covers connect/disconnect services and customer account processing.

**Rate:**

|        |                       |
|--------|-----------------------|
| Step 1 | \$ 35.00 per occasion |
| Step 2 | \$ 35.00 per occasion |

### **ENERGY COST ADJUSTMENT CLAUSE** **(ECA)**

Whenever the three-month running, weighted-average cost of energy (fuel and purchased electrical energy) exceeds (or is less than) 40.0 mills/kwh sold, a charge shall be added to (or deducted from) each customer's next monthly electric service bill in the amount of 0.105 m/kwh for each 0.1 mill, or major fraction thereof, by which said average cost exceeds (or is less than) 40.0 m/kwh.

This ECA shall be applied to all users to whom bills are rendered and from whom money is normally collected; likewise, all and only the energy sold to such users shall be the basis for the determination of the average cost.

Computed cost of energy shall include all the direct costs for fuel and energy purchased (including taxes and fees, surcharges or adjustments applied thereon), excepting the cost of Firm Power demand charges levied by suppliers of purchased energy where such charges reflect increments in capacity to meet capacity and associated reserve requirements of the Ottawa electric system.

The running, weighted-average shall be for the most recent three consecutive months, being the sum of those energy costs actually paid in the period divided by the sum of energy sold in the same periods (there periods being the normal periods for billing and for bill payment most nearly coinciding under the City's normal accounting practices).



# Memorandum

To: Richard U. Nienstedt, City Manager and Honorable City Commissioners

From: Dennis Tharp, Director of Utilities; Laurel Gimzo, Assistant Finance Director

Date: 10/22/2020

Re: Financing for Replacement of Vaccon and Backhoe

Bids to finance the replacement of a backhoe and Vaccon in the Water Distribution and Wastewater Collection Department have been received and reviewed. It is evident on the attachment that Kansas State Bank is the low bid in this process. This is vital equipment for all utility operations, and we propose to make payment by dividing it equally between 5 utility budgets. We are asking for your approval to move forward with this purchase.

Thank you for attention to this matter.

**Bid Tabs for Utilities Vacuum Truck & Backhoe Lease Purchase Agreement  
Utilities Division - October 15, 2019 at 1:00 p.m.**

| Bidder Name:                 | Bank Midwest | Welch State Bank | Kansas State Bank | Arvest       | Leasing 2    |
|------------------------------|--------------|------------------|-------------------|--------------|--------------|
| 3-year term                  | x            | x                | x                 | x            | x            |
| Total Payment Amount         | \$168,834.23 | \$168,173.63     | \$162,472.70      | \$167,337.70 | \$167,361.14 |
| average annual interest rate | 3.22%        | 2.93%            | 1.20%             | 2.68%        | 2.72%        |
| 5-year term                  | x            | x                | x                 | x            | x            |
| Total Payment Amount         | \$104,684.42 | \$105,183.89     | \$98,762.64       | \$103,959.11 | \$103,085.44 |
| average annual interest rate | 3.30%        | 3.39%            | 1.24%             | 2.97%        | 2.72%        |