



## **SPECIAL ANNOUNCEMENT REGARDING THE CITY COUNCIL MEETING**

The City Council Meeting will take place in the Council Chambers. However, the Council Chambers will be closed to the public. The City Council Meeting will be live streamed from the City Council Chambers to the following:

<https://www.kirkwoodmo.org/government/city-council/livestream>

[www.Facebook.com/cityofkirkwoodmo](http://www.Facebook.com/cityofkirkwoodmo)

[www.YouTube.com/kirkwoodcitymo](http://www.YouTube.com/kirkwoodcitymo)

[www.twitter.com/kirkwoodcity](http://www.twitter.com/kirkwoodcity)

### **PUBLIC COMMENTS**

If you wish to make a public comment, please submit your comment(s) to City Clerk Laurie Asche in writing, by either e-mailing the comment(s) to [aschelb@kirkwoodmo.org](mailto:aschelb@kirkwoodmo.org), or mailing them to 139 S. Kirkwood Road, Kirkwood, MO 63122, by no later than 5 p.m. on July 2<sup>nd</sup>. The City Clerk will then read your comment(s) into the record.

**\*\*SEE THE FOLLOWING PAGES FOR THE AGENDA**



**Kirkwood City Council  
Agenda  
Thursday, July 2, 2020, 7:00 p.m.  
Kirkwood City Hall  
Council Chambers  
139 S. Kirkwood Road  
Kirkwood, MO 63122  
*Posted on June 26, 2020***

- I. PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. INTRODUCTIONS AND RECOGNITIONS - NONE**
- IV. PRESENTATIONS - NONE**
- V. PUBLIC HEARINGS - NONE**
- VI. PUBLIC COMMENTS – 3 MINUTE LIMIT PER PERSON**

The Public Comments portion of the meeting is an opportunity for the City Council to listen to comments from citizens. It is not a question and answer session and the City Council will not respond to comments or answer questions during this period. The Mayor may refer any matter brought up to the City Council to the Chief Administrative Officer or City Clerk if action is needed.

**VII. CONSENT AGENDA**

All items within the Consent Agenda will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council. The expenditures listed in the consent agenda are items already approved in the current city budget.

- a) Approval of the June 18, 2020 Council Meeting Minutes
- b) Resolution 76-2020, appointing members to the Board of Adjustment and the Planning and Zoning Commission

**VIII. UNFINISHED BUSINESS - NONE**

**IX. NEW BUSINESS**

- 1. Bill 10833, appropriating funds from the Equitable Sharing Fund Balance to the Machinery and Equipment Account for the purchase of 60 Signal Sidearm Units from Axon Enterprises, Inc. for the Police Department (\$14,940)
- 2. Bill 10834, appropriating funds from the Medical Fund to the Medical Premiums Account for Fiscal Year 2019/2020 (\$272,770)
- 3. Bill 10835, appropriating funds from the Worker's Compensation Fund to the Other Professional Services Account for Fiscal Year 2019/2020 (\$21,681)



4. Bill 10836, appropriating funds from the Worker's Compensation Fund to the Worker's Compensation Premiums Account for Fiscal Year 2019/2020 (\$11,089)
5. Bill 10837, appropriating funds from the Medical Fund to the Claims Expense Account for Fiscal Year 2019/2020 (\$133,095)
6. Bill 10838, reappropriating to the Distribution System Improvements Account, Project #EL1803, from Fiscal Year 2019/2020 to Fiscal Year 2020/2021 for the final payments to Gerstner and CMT for the work performed for the Signal Modernization on Kirkwood Road (\$496,229)
7. Bill 10839, appropriating funds from the Sanitation Fund Balance to the Machinery and Equipment Account, Project #SA2002, for Fiscal Year 2019/2020 (\$548,221)
8. Resolution 75-2020, authorizing and directing the Mayor to enter into a Supplemental Agreement No. 1 to Engineering Services contract with EFK Moen, LLC (increasing the contract amount by \$11,052.09 for a not to exceed amount of \$156,417.20)
9. Resolution 77-2020, accepting the proposal of Lochmueller Group for Traffic Signal Engineering Services and Maintenance for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract (at the rates provided in the rate sheet)
10. Resolution 78-2020, accepting the bid of Compass Minerals America, Inc. for Bulk Rock Salt for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract (at the unit cost of \$59.35 per ton)
11. Resolution 79-2020, accepting the proposal of Oates Associates for 2020 Infrastructure Construction Engineering Services and authorizing and directing the Mayor to enter into a contract (in the amount not to exceed of \$58,000)
12. Resolution 80-2020, accepting the proposal of CDG Engineering for Substation Protection Engineering Services for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and authorizing and directing the Mayor to enter into a contract (at the rates provided in the rate sheet)
13. Resolution 81-2020, accepting the proposal of Brown and Caldwell for Risk and Resilience Assessment Services and authorizing and directing the Mayor to enter into a contract (in the amount not to exceed of \$41,013)

**X. CONSENT AGENDA ITEMS FOR DISCUSSION (IF ANY)**

**XI. CITY COUNCIL REPORTS**

**XII. CHIEF ADMINISTRATIVE OFFICER REPORTS**

**XIII. CITY ATTORNEY REPORTS**

**XIV. CITY CLERK REPORTS**

1. Certified results of the June 2, 2020 General Municipal Election

**XV. MEETING ADJOURNMENT**

**PLEASE NOTE:** The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on July 16, 2020.



**UPCOMING PUBLIC HEARINGS**

NONE

**CONTINUED ITEMS**

NONE

**TABLED ITEMS**

NONE

**Kirkwood City Council:** Mayor Tim Griffin; Council Members Maggie Duwe, Liz Gibbons, Bob Sears, Wallace Ward, Kara Wurtz, and Mark Zimmer

**Contact Information:** For full City Council contact information visit [www.kirkwoodmo.org/council](http://www.kirkwoodmo.org/council). To contact the City Clerk call 314-822-5802. To contact the Chief Administrative Officer call 314-822-5803.

**Accommodation:** The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.

# ***THE CONSENT AGENDA IS ATTACHED***

- a) Approval of the June 18, 2020 Council Meeting Minutes
- b) Resolution 76-2020, appointing members to the Board of Adjustment and the Planning and Zoning Commission



WHERE COMMUNITY AND SPIRIT MEET

# DRAFT

**Kirkwood City Council  
Council Chambers  
139 South Kirkwood Road  
Kirkwood, MO 63122  
Thursday, June 18, 2020, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, June 18, 2020, at 7:00 p.m. in the Council Chambers, 139 South Kirkwood Road, Kirkwood, MO 63122. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, and Wurtz. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Public Information Officer Freddy Doss, Director of Public Services Bill Bensing, and City Attorney John Hessel. Council Member Zimmer was absent and excused.

## **INTRODUCTIONS AND RECOGNITIONS**

NONE

## **PRESENTATIONS**

NONE

## **PUBLIC HEARINGS**

NONE

## **PUBLIC COMMENTS**

City Clerk Laurie Asche read the following comments received via e-mail into the record:

1. Michael Carmody, 352 Windgrove Drive. 1) Safer Streets for Kirkwood is pleased to announce the tangible, prompt responsive action from the STL County Transportation Department to address the dangerous water flowing over the roads of W Adams and S Ballas with work starting this past week. A continued effort is being made to complete this ASAP, the first area west of the intersection has been completed. Our communication was sent within the past month, the prompt STL County responsive action is noteworthy. As some of you know we have communicated this danger to our local Kirkwood elected officials over the past year. Not only did the County Transportation department respond, MSD also has addressed the storm sewer over flow on Bach, channeling that water away from Ballas Rd. Much Appreciation to the positive, quick response to remedy this serious problem by the STL County official's. 2) What streets do these Resolutions address 57-2020 /58-2020 /58-2020, these were in the consent agenda and voted approval by the city council. On May 19th of May a request was sent for what streets were being



WHERE COMMUNITY AND SPIRIT MEET

## DRAFT

asphalt overlaid. The response back was 3 maps that showed streets which were to be maintenance updated - but it included at least 7 streets already overlaid in the past 16 months. Assuming the maps were sent in error, another request was sent June 9th explaining at least 7 of these streets were recently overlaid, again the same 3 maps were sent with the same roads, nothing corrected. A third request was submitted on June 11th requesting clarification to the prior communications, again asking what streets were included in these resolutions, no reply has been received. Can one of you please let us know which streets you voted approval for relaying asphalt? One council member asked us to submit our suggestions for traffic calming last month but with out knowing what streets were approved to update maintenance at a cost of over \$1.4 million we can't possibly reply. 3) Manchester rd Phase 2 TAP funding. We have been told by a council member the sidewalk cost for this project is \$800k It is planned to be split with MoDot at a 49/51% which will cost Kirkwood \$400.k. If a TAP application would be submitted 80/20% it could save Kirkwood \$240k. Furthermore if the connectivity to Geyer Rd was included which should be bundled into the application, that would also raise the application score and provide that addition at a 80/20% funding opportunity. 4) Train Station Tap funding. East West Gateway TAP funding provides an opportunity to submit a application for \$1.5 million. We ask Kirkwood to submit an application for \$1.5 million funding. EWG will host a virtual project review workshop via Zoom on July 13 for Missouri applicants. At this workshop, applicants will receive feedback from a panel of experts in regard to their proposed application. This workshop is intended for applicants that have at the very least a specific project concept to present for review. Applicants are required to submit a Project Review Workshop Information Form or preliminary application before the workshop so the panelists can gain some knowledge of the projects they will be reviewing. Each applicant will have 30 minutes to discuss up to two projects. Attendance at this workshop is encouraged, but not required to submit a project application. Please use the link below to register for the workshop. We recommend Kirkwood elected official's tune into Kirkwood's 30 minute review. 5) TAP and TIP has no limits of application other then one per project submission as per East West Gateway. The awards are granted based on the submitted application scores that are provided by East West Gateway before application submissions are due. There have been communications from City Hall on this subject that demonstrate a misunderstanding of the application and the process. What can qualify, how many projects can be submitted in a cycle along with a host of other information. Kirkwood does not compete against itself, Kirkwood competes against a Regional pool of entities. We have provided twice in the past 8 months notice to council members of opportunities to participate East West Gateway Hosted tutorials. We believe being



WHERE COMMUNITY AND SPIRIT MEET

## DRAFT

conversant and knowledgeable of these funding matters should be a high priority by our elected official's serving the citizens.

2. Shannon Ross, 576 Andrews Avenue. City Council Members, I am submitting this comment as a resident of Kirkwood asking you to make the City of Kirkwood's current police policies and practices available to citizens of Kirkwood for review. After reviewing the city's current web page, including a review of the municipal code, I have not been able to find any references to current police policies and practices. In addition, a group of concerned citizens including myself and Cynthia Rogers, have reached out to council members requesting this information and received either no response from members, or the promise of a report/statement from the council that never came. I am particularly interested in learning what the City of Kirkwood's police department policies are regarding de-escalation. I believe that transparency on the part of the City in this matter will help build good faith and trust between the City and the Kirkwood community as we all work towards a goal of strong racial justice, defined as policies, beliefs, actions, practices, and attitudes that promote equal treatment for people of all races. I thank you for your time and hope that the council will promptly respond with a public statement regarding current practices as well as making current policies and practices available to the public for review.
3. Betty Montano, Former City of Kirkwood City Clerk, 104 Alta Mira Court, Dardenne Prairie, 63368. My dearest Nancy and Ellen I am so sad to see you go from the City Council. As the former city clerk I had the opportunity to see you in action and found both of you to be compassionate, intelligent and never self serving. During the time I worked with you I observed your ability to listen to debates, discussions and concerns from the Kirkwood citizens and always choosing to do what was right for the entire Kirkwood Community. Not only for the present time but having the ability to see what would be best to sustain Kirkwood as a fabulous place to live, work and play. Thank you for your commitment to the betterment of Kirkwood and its citizenry. I for one know it was not always easy. You have done an outstanding service. Love to both of you.

### CONSENT AGENDA

Motion was made by Council Member Ward and seconded by Council Member Edman to approve the Consent Agenda. The Consent Agenda was unanimously approved.

- a) Approval of the June 4, 2020 Council Meeting Minutes

### UNFINISHED BUSINESS

NONE





WHERE COMMUNITY AND SPIRIT MEET

# DRAFT

## NEW BUSINESS

Resolution 68-2020, transferring funds in the amount of \$85,695 from various Police and Fire Department accounts to various Police and Fire Department accounts for Fiscal Year 2019/2020, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Luetzow to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 69-2020, transferring funds in the amount \$159,088 from the Electric Purchase Power Account to multiple Electric Department Accounts for Fiscal Year 2019/2020, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Edman to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 70-2020, adopting an Amended City of Kirkwood Flexible Spending Accounts Plan, effective June 19, 2020, was brought before the council. Motion was made by Council Member Ward and seconded by Council Member Edman to accept the Resolution as read.

Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"



WHERE COMMUNITY AND SPIRIT MEET<sup>1</sup>

# DRAFT

Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 71-2020, authorizing and directing the Mayor to enter into a contract with Personal Assistance Services for Employee Assistance Services effective through March 31, 2021 (a copy of which is attached hereto and incorporated by reference herein), was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Ward to accept the Resolution as read.

### Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 72-2020, updating information provided by the City of Kirkwood to UMB Bank regarding Banking Services as indicated in the Organization Resolution and Agreement (a copy of which is attached hereto and incorporated by reference herein), was brought before the council. Motion was made by Council Member Edman and seconded by Council Member Luetzow to accept the Resolution as read.

### Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 73-2020, accepting the proposal of Tech Electronics Inc. for Phone System Maintenance and Support Services for the MIS Department at the annual rate of \$13,476 with a \$138.00 hourly rate for additional support services (not to exceed budgeted funds) for a term of five years and authorizing and directing the Mayor to enter into a contract, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Ward to accept the Resolution as read.



WHERE COMMUNITY AND SPIRIT MEET<sup>1</sup>

# DRAFT

## Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

Resolution 74-2020, accepting the bid of E. Meier Contracting in the amount not to exceed of \$1,142,426.94 (which includes a contingency of \$149,012) for the STP 5502(608) Geyer Road Resurfacing – Phase I Project and authorizing and directing the Mayor to enter into a contract, was brought before the council. Motion was made by Council Member Luetzow and seconded by Council Member Edman to accept the Resolution as read.

## Roll Call:

Mayor Griffin	"Yes"
Council Member Ward	"Yes"
Council Member Wurtz	"Yes"
Council Member Luetzow	"Yes"
Council Member Duwe	"Yes"
Council Member Edman	"Yes"
Council Member Zimmer	Absent

## CONSENT AGENDA ITEMS FOR DISCUSSION

NONE

## CITY COUNCIL REPORTS

Council Member Ward stated that the peaceful march on Saturday, June 6<sup>th</sup> was a success.

### Comments regarding Council Member Luetzow:

- Mayor Griffin recognized the public service of Council Member Luetzow acknowledging that they have worked together for six years. He expressed appreciation for the invaluable work Council Member Luetzow has done in the eight years she has served including work with the Municipal League and that she will be missed.
- Council Member Duwe thanked Council Member Luetzow for all her years of service and expressed how much she has learned from Council Member Luetzow. She mentioned she looks forward to Council Member Luetzow's work with the Mizzou Extension and she will be missed.



WHERE COMMUNITY AND SPIRIT MEET™

## DRAFT

- Council Member Edman thanked Council Member Luetzow for helping her at the beginning as a new council member and for pushing the council to do a better job.
- Council Member Ward thanked Council Member Luetzow for her service. He mentioned that he learned how studious Council Member Luetzow was in learning every subject and sharing all she learned. He thanked her again for the contributions she made on behalf of the residents and the Council.
- Council Member Wurtz thanked Council Member Luetzow for all her years of service and for the wisdom she bestowed upon Council.
- City Attorney Hessel mentioned it has been a pleasure and honor working with Council Member Luetzow in the Planning and Zoning Committee as well as City Council and the Train Station Foundation Board. He admires her passion and dedication she has given to the City and thanked her for her continued service.
- Chief Administrative Officer Hawes expressed how he would miss getting together with Council Member Luetzow and having lengthy sessions on how things are going in the City. He mentioned it has been a privilege and pleasure working with Council Member Luetzow.
- City Clerk Asche stated it was a great pleasure to know and work with and for Council Member Luetzow over the years. She mentioned Council Member Luetzow has been a tremendous asset to the City of Kirkwood and will be sorely missed.

### **Comments regarding Council Member Edman:**

- Mayor Griffin recognized the public service of Council Member Edman's past four years of service and how much he has learned from her. He mentioned Council Member Edman as being most genuine and competent in everything she was involved with.
- Council Member Luetzow mentioned her appreciation of serving with Council Member Edman the last four years on the City Council as well as on sub committees. She hopes to work with Council Member Edman in the future.
- Council Member Duwe thanked Council Member Edman for her service the past four years and for teaching her and helping her.
- Council Member Ward thanked Council Member Edman for being compassionate and expressing concerns on issues brought before her. He noted and thanked her for her continued work while dealing with personal issues.
- Council Member Wurtz mentioned it has been a pleasure working with Council Member Edman for the past two years and she has had a great impact on her life. She thanked Council Member Edman for her service.
- City Attorney John Hessel expressed how blessed he feels for knowing and working with Council Member Edman. He mentioned he would sincerely miss her and thanked her for her service.
- Chief Administrative Officer Hawes mentioned how impressive Council Member Edman would look at all sides and cared for all issues that came before her. He mentioned it was a pleasure working with her.



WHERE COMMUNITY AND SPIRIT MEET

# DRAFT

- City Clerk Asche mentioned how honest and humble Council Member Edman is and she is a pleasure to work for. She has been a great asset to the City of Kirkwood.

## **Comments from Council Members Luetzow and Edman:**

- Council Member Luetzow thanked everyone for their appreciation and accolades of her service. She mentioned how proud she is of the City of Kirkwood community and thanked her fellow council members and staff for the good job everyone does. It has been her privilege to serve in this position of public trust and has been an experience of a lifetime.
- Council Member Edman thanked everyone for their expressions of support and kindness. She congratulated Council Member Duwe, Bob Sears and Liz Gibbons for being elected to the Council. Serving the City of Kirkwood and serving on the Council was a chance for her to repay the community that has enriched the lives of her family through three generations. She mentioned the best part of being on the Council was being able to work with and come to know so many amazing people. Council Member Edman showed her appreciation for the staff and a special thanks to City Attorney John Hessel, whom she learned so much about law and government. She showed her appreciation and gratitude to the Mayor and Council.

## **CHIEF ADMINISTRATIVE OFFICER REPORT**

Mr. Hawes had nothing to report.

## **CITY ATTORNEY REPORT**

Mr. Hessel had nothing to report

## **CITY CLERK REPORT**

Ms. Asche reported that the Swearing In Ceremony will take place on Thursday, June 25<sup>th</sup> at 7:00 p.m. in the Council Chambers. Due to COVID-19 and social distancing guidelines, there will be a limited number of attendees. The ceremony will be live streamed to the City of Kirkwood's social media sites.

## **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 7:53 p.m. The next regular council meeting is scheduled for July 2, 2020 at 7:00 p.m.

---

Laurie Asche, CMC/MRCC  
City Clerk

**Approved:**

RESOLUTION 76-2020

A RESOLUTION APPOINTING MEMBERS TO THE BOARD OF ADJUSTMENT AND THE PLANNING AND ZONING COMMISSION.

WHEREAS, Thomas Feiner's term has expired on the Board of Adjustment, and

WHEREAS, the City Council believes that Cindy Coronado, who currently serves as an Alternate Member on the Board of Adjustment, should be appointed as a full Member of the Board of Adjustment for a term to June 2025, and

WHEREAS, the City Council believes that Paul Ward should be appointed as Member to the Board of Adjustment to fill a vacancy for a term to June 2025, and

WHEREAS, Wanda Drewel has resigned from the Planning and Zoning Commission, and

WHEREAS, the City Council believes that Thomas Feiner should be appointed to the Planning and Zoning Commission to fill Wanda Drewel's position for a partial term to June 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Cindy Coronado hereby appointed as a full Member to of the Board of Adjustment to June 2025.

SECTION 2. Paul Ward is hereby appointed as Member to the Board of Adjustment for a term to June 2025.

SECTION 3. Thomas Feiner is hereby appointed to the Planning and Zoning Commission for a partial term to June 2022.

SECTION 4. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

---

Mayor, City of Kirkwood

ATTEST:

---

City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

Step #1:

Strategic Plan NO

Goal # & Title

Background To Issue:

There are vacancies on various boards and commissions that need to be filled.

Recommendations and Action Requested:

Appoint Thomas Feiner to the Planning and Zoning Commission to fill Wanda Drewel's unexpired term to June 2022.

Appoint Cindy Coronado (currently an Alternate to Board of Adjustment) as a full Member to the Board of Adjustment for a term to June 2025.

Appoint Paul Ward as Member to the Board of Adjustment to June 2025.

Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$0.00

Account #: 000000

Project #:

Budgeted: YES

If YES, Budgeted Amount: \$0.00

If NO, or if insufficient funding (Complete Step #3).


Department Head Comments:

BY: Laurie Asche

Date: 6/24/2020

Authenticated: aschelb

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...


Purchasing Director's Comments:


BY: Select...


Date:

Authenticated:

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Select...

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

BY: Select...

Date:

Authenticated:

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_



BILL 10833

ORDINANCE

AN ORDINANCE APPROPRIATING \$14,940 FROM THE EQUITABLE SHARING FUND BALANCE TO THE MACHINERY AND EQUIPMENT ACCOUNT FOR THE PURCHASE OF 60 SIGNAL SIDEARM UNITS FROM AXON ENTERPRISES, INC. FOR THE POLICE DEPARTMENT.

WHEREAS, the Police Department wishes to purchase 60 Signal Sidearm Units from Axon Enterprises, Inc., and

WHEREAS, funds in the amount of \$14,940 needs to be appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 (Machinery and Equipment).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$14,940 are hereby appropriated from the Equitable Sharing Fund Balance to Account #205-1201-429.75.05 (Machinery and Equipment) for the purchase of 60 Signal Sidearm Units from Axon Enterprises, Inc. for the Police Department.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO Goal # & Title

### Background To Issue:

The Police Department wishes to purchase an option from Axon for use with body worn cameras, called "Signal Sidearm." This small device mounts to an officer's holster, and activates the body worn camera when the officer's sidearm is removed from the holster. The significance of this is that it will ensure camera activation in critical incidents where an officer is faced with circumstances that make camera activation a secondary thought.

### Recommendations and Action Requested:

The Police Department is requesting Council approve the appropriation of \$14,940 from Equitable Sharing, and payment to Axon Enterprises, Inc. for the purchase and usage of 60 Signal Sidearm units.

### Alternatives Available:

This is not a budgeted item.

Does this project have a public information component?  Yes  No

Cost: \$14,940.00 Account #: 20512014297505 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Brian Murphy

Date: 6/19/2020

Authenticated: folluojd

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

### Approve

Purchasing Director's Comments:


BY: David Weidler


Date: 6/23/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Equitable Sharing Fund Balance

To Account # or Fund Name: 20512014297505

Finance Director's Comments:

The Equitable Sharing Fund 205 fund balance is sufficient to appropriate \$14,940 to account 205-1201-429-75-05, Machinery and Equipment as requested above.

BY: Sandra Stephens

Date: 6/23/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/24/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

BILL 10834

ORDINANCE

AN ORDINANCE APPROPRIATING \$272,770 FROM THE MEDICAL FUND TO THE MEDICAL PREMIUMS ACCOUNT FOR FISCAL YEAR 2019/2020.

WHEREAS, Medical Premiums expenses exceeded the budgeted amount for Fiscal Year 2019/2020 and requires an appropriation of funds, and

WHEREAS, funds in the amount of \$272,770 needs to be appropriated from the Medical Fund to Account 601-3110-451.52.10 (Medical Premiums).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$272,770 are hereby appropriated from the Medical Fund to Account 601-3110-451.52.10 (Medical Premiums) for Fiscal Year 2019/2020.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO Goal # & Title

### Background To Issue:

In the Medical Fund budget for FY20 account 60131104415210 Medical Premiums expenses exceeded the budgeted amount by \$272,770 and requires an appropriation.

### Recommendations and Action Requested:

Appropriate \$272,770 from the Medical Fund fund balance to 601-3110-441-52.10 Medical Premiums for FY20.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$272,770.00 Account #: 60131104415210 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

The City pays for approximately 2/3 of the cost of providing health insurance to employees. The amount varies per individual depending on the type of coverage and plan design chosen. For example, the amount that the City pays for single coverage is far less than the amount paid towards Family coverage. For FY20 staff badly underestimated the amount necessary for this line item.

BY: Georgia Ragland

Date: 6/23/2020

Authenticated: raglangl

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler

Date: 6/23/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Medical Fund

To Account # or Fund Name: 60131104415210 Medical Premiums

Finance Director's Comments:

Medical Fund 601 fund balance is sufficient to appropriate \$272,770 to 601-3110-451-52-10, Medical Premiums as requested above.

BY: Sandra Stephens

Date: 6/23/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/24/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

BILL 10835

ORDINANCE

AN ORDINANCE APPROPRIATING \$21,681 FROM THE WORKER'S COMPENSATION FUND TO THE OTHER PROFESSIONAL SERVICES ACCOUNT FOR FISCAL YEAR 2019/2020.

WHEREAS, general liability claims exceeded the budgeted amount for Fiscal Year 2019/2020 and requires an appropriation of funds, and

WHEREAS, funds in the amount of \$21,681 needs to be appropriated from the Worker's Compensation Fund to Account #602-3112-442.31.10 (Other Professional Services).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$21,681 are hereby appropriated from the Worker's Compensation Fund to Account #602-3112-442.31.10 (Other Professional Services) for Fiscal Year 2019/2020.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

---

Mayor, City of Kirkwood

ATTEST:

---

City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

Step #1:

Strategic Plan NO Goal # & Title

Background To Issue:

For FY20 expenses exceeded the budgeted amount in line item 602-3112-442-31-10 Other Professional Services.

Recommendations and Action Requested:

Appropriate \$21,681 from the Workers Compensation Fund fund balance to 602-3112-442-31-10.

Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$21,681.00 Account #: 60231124423110 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

Department Head Comments:

This account is used to pay general liability claims through our third party administrator. These are claims such as paying for the damage of a vehicle in a traffic accident when an employee driving a city vehicle is at fault in an accident. The number and severity of such claims is extremely difficult to predict.

BY: Georgia Ragland

Date: 6/23/2020

Authenticated: raglangl

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:





BY: David Weidler


Date: 6/23/2020

Authenticated: weidledc

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Workers Compensation Fund

To Account # or Fund Name: 60231124423110

Finance Director's Comments:

Worker's Compensation Self-Insurance Fund 602 fund balance is sufficient to appropriate \$21,681 to account 602-3112-442-31-10, Other Professional Services as requested above.

BY: Sandra Stephens

Date: 6/23/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/24/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

BILL 10836

ORDINANCE

AN ORDINANCE APPROPRIATING \$11,089 FROM THE WORKER'S COMPENSATION FUND TO THE WORKER'S COMPENSATION PREMIUMS ACCOUNT FOR FISCAL YEAR 2019/2020.

WHEREAS, the Worker's Compensation Premiums Account exceeded the budgeted amount for Fiscal Year 2019/2020 and requires an appropriation of funds, and

WHEREAS, funds in the amount of \$11,089 needs to be appropriated from the Worker's Compensation Fund to 602-3111-442.52.11 (Worker's Compensation Premiums).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$11,089 are hereby appropriated from the Worker's Compensation Fund to 602-3111-442.52.11 (Worker's Compensation Premiums) for Fiscal Year 2019/2020.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

---

Mayor, City of Kirkwood

ATTEST:

---

City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO Goal # & Title

### Background To Issue:

For FY20 actual expenses in the Workers Compensation budget in line item 60231114425211 WC Premiums exceeded the budgeted amount by \$11,089.

### Recommendations and Action Requested:

Appropriate \$11,089 from the Workers Compensation Fund fund balance to 602-3111-442-52.11 for FY20.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$11,089.00 Account #: 60231114425211 Project #: Budgeted: NO

If YES, Budgeted Amount: If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

Workers compensation insurance renews early in the fiscal year so it is hard to budget for what to expect the following year. Expenses in this line item also pay for various fees set by the state Department of Revenue and the Missouri Division of WC which vary widely from year to year.

BY: Georgia Ragland

Date: 6/23/2020

Authenticated: raglangl

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

### Approve


Purchasing Director's Comments:


BY: David Weidler

Date: 6/23/2020

Authenticated: weidledc

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Workers Compensation Fund

To Account # or Fund Name: 60231114425211

Finance Director's Comments:

Workers Compensation Self-Insurance Fund 602 fund balance is sufficient to appropriate \$11,089 to account 602-3111-442-52-11, Work. Comp. premium as requested above.

BY: Sandra Stephens

Date: 6/23/2020

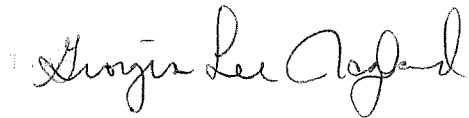
Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/24/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

BILL 10837

ORDINANCE

AN ORDINANCE APPROPRIATING \$133,095 FROM THE MEDICAL FUND TO THE CLAIMS EXPENSE ACCOUNT FOR FISCAL YEAR 2019/2020.

WHEREAS, the Claims Expense Account exceeded the budgeted amount for Fiscal Year 2019/2020 and requires an appropriation of funds, and

WHEREAS, funds in the amount of \$133,095 needs to be appropriated from the Medical Fund to Account #601-3110-441.21.02 (Claims Expense).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$133,095 are hereby appropriated from the Medical Fund to Account #601-3110-441.21.02 (Claims Expense) for Fiscal Year 2019/2020.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO                      Goal # & Title

### Background To Issue:

For FY20 the actual amounts for Claims Expense in the Medical Fund exceeded the budgeted amount. Staff wanted to wait until we were sure that all claims had been received before addressing this matter.

### Recommendations and Action Requested:

Appropriate \$133,095 from the Medical Fund fund balance to 601-3110-441-21-02 Claims Expense.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$133,095.00      Account #: 60131104412102      Project #:                      Budgeted: NO

If YES, Budgeted Amount:                      If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

Attached is a comparison report to show total expenses for the health insurance plan for FY20 and the first two months of FY21. A break-even point would be a 100% Loss Ratio. Overall, the health insurance program underestimated expenses by 7.4%. Actual dollar amounts will not match our accounting of City expenses because the plan also includes coverage for Library, SBD and Housing Authority employees which pay for their own employees. However, this report shows the various funding and expense components and serves and illustrative purpose. This is an exceedingly difficult area to budget for as there can be wide variance in how employees and their dependents utilize the plan.

BY: Georgia Ragland

Date: 6/23/2020

Authenticated: raglangl

*You can attach up to 3 files along with this request.*



20200623102741903.pdf  
Adobe Acrobat Document  
294 KB

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler

Date: 6/23/2020

Authenticated: weidledc

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (Must have Finance Department's approval).

Appropriation From Account # or Fund Name: Medical Fund

To Account # or Fund Name: 60131104412102 Claims Expense

Finance Director's Comments:

Medical Fund 601 fund balance is sufficient to appropriate \$133,095 to account 601-3110-441-21-02, Claims expense as requested above.

BY: Sandra Stephens

Date: 6/23/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/24/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

**City of Kirkwood  
Total PPO Budget Comparison Report - All Plans**

4/1/2020 through 3/31/2021

Month	Funding/Budget		Total Net Paid Claims			Total Gross Plan Costs			Funding Variance		Loss Ratio		
	Employees	\$	Paid Medical Claims	Paid Rx Claims	Claims over \$125k Stop Loss Level	\$	PEPMM	Admin and Stop Loss Expenses	Health Care Reform Expenses	\$		PEPMM	
Apr-20	296	\$302,208	\$186,988	\$17,567	\$0	\$204,555	\$691.06	\$81,360	\$99	\$286,014	\$966.26	\$54.71	94.6%
May-20	297	\$303,733	\$185,473	\$53,829	\$0	\$219,302	\$738.39	\$82,471	\$100	\$301,873	\$1,016.41	\$6.26	99.4%
Jun-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Jul-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Aug-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Sep-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Oct-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Nov-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Dec-20	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Jan-21	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Feb-21	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
Mar-21	0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0.00	\$0	0.0%
<b>Total</b>	<b>593</b>	<b>\$602,941</b>	<b>\$272,461</b>	<b>\$51,295</b>	<b>\$0</b>	<b>\$423,857</b>	<b>\$714.77</b>	<b>\$163,831</b>	<b>\$200</b>	<b>\$587,887</b>	<b>\$991.38</b>	<b>\$18,054</b>	<b>97.0%</b>

4/1/2019 through 3/31/2020

Month	Funding/Budget		Total Net Paid Claims			Total Gross Plan Costs			Funding Variance		Loss Ratio		
	Employees	\$	Paid Medical Claims	Paid Rx Claims	Claims over \$125k Stop Loss Level	\$	PEPMM	Admin and Stop Loss Expenses	Health Care Reform Expenses	\$		PEPMM	
Apr-19	290	\$271,968	\$137,067	\$61,866	\$0	\$198,892	\$685.84	\$78,955	\$99	\$277,943	\$958.45	(\$2,975)	101.1%
May-19	289	\$276,343	\$200,880	\$56,657	\$0	\$257,522	\$891.08	\$78,680	\$100	\$336,501	\$1,165.67	(\$207,47)	121.7%
Jun-19	291	\$276,785	\$248,819	\$61,242	\$0	\$310,059	\$1,065.49	\$79,225	\$100	\$389,383	\$1,338.09	(\$386.94)	140.7%
Jul-19	287	\$275,569	\$164,150	\$54,767	\$0	\$218,918	\$762.78	\$78,156	\$98	\$297,152	\$1,035.57	(\$82.17)	108.6%
Aug-19	286	\$275,571	\$250,727	\$53,606	(\$69,429)	\$234,904	\$821.54	\$77,864	\$98	\$312,865	\$1,093.95	(\$40,494)	114.9%
Sep-19	285	\$273,330	\$223,204	\$40,911	(\$79,582)	\$184,534	\$647.49	\$77,291	\$99	\$262,224	\$920.08	\$58.97	95.9%
Oct-19	288	\$274,538	\$171,673	\$68,349	(\$32)	\$239,991	\$833.30	\$78,408	\$99	\$318,497	\$1,105.89	(\$43,959)	115.0%
Nov-19	295	\$278,441	\$209,053	\$54,221	(\$79,582)	\$183,692	\$626.94	\$79,769	\$100	\$265,561	\$909.55	\$14,879	94.7%
Dec-19	294	\$279,923	\$174,468	\$43,765	\$0	\$218,233	\$742.29	\$80,042	\$101	\$298,375	\$1,014.88	(\$18,452)	106.6%
Jan-20	295	\$278,649	\$184,829	\$40,120	(\$39,739)	\$185,211	\$632.12	\$79,769	\$100	\$265,080	\$904.71	\$13,569	95.1%
Feb-20	291	\$277,182	\$248,422	\$45,584	(\$88,580)	\$205,426	\$705.93	\$79,225	\$99	\$284,750	\$978.52	(\$7,569)	102.7%
Mar-20	298	\$281,161	\$250,789	\$27,140	(\$83,778)	\$174,151	\$584.40	\$81,151	\$101	\$255,382	\$856.99	\$86.50	90.8%
<b>Total</b>	<b>3,485</b>	<b>\$3,317,260</b>	<b>\$2,444,083</b>	<b>\$608,229</b>	<b>(\$40,720)</b>	<b>\$2,611,532</b>	<b>\$749.36</b>	<b>\$948,791</b>	<b>\$1191</b>	<b>\$3,561,514</b>	<b>\$1,021.96</b>	<b>(\$244,255)</b>	<b>107.4%</b>

*This analysis is for illustrative purposes only and is not a guarantee of future expenses. Actual rates may vary. There are many variables that can affect future health care costs including utilization patterns, demographic trends, changes in plan design, health care cost trends, etc. This analysis does not include actual, or other, data provided by the actual insurance policies and contracts. Please refer to your policy or contract for the specific information or further details in this report.*



BILL 10838

ORDINANCE

AN ORDINANCE REAPPROPRIATING \$496,229 TO THE DISTRIBUTION SYSTEM IMPROVEMENTS ACCOUNT, PROJECT #EL1803, FROM FISCAL YEAR 2019/2020 TO FISCAL YEAR 2020/2021 FOR THE FINAL PAYMENTS TO GERSTNER AND CMT FOR THE WORK PERFORMED FOR THE SIGNAL MODERNIZATION ON KIRKWOOD ROAD.

WHEREAS, the Electric Department requests a reappropriation of funds for the final payments to Gerstner and CMT for the work performed under existing contracts for the signal modernization on Kirkwood Road from Manchester Road to Big Bend , and

WHEREAS, staff recommends that \$496,229 be reappropriated to Account #501-2115-480.75.15 (Distribution System Improvements), Project #EL1803 from Fiscal Year 2019/2020 to Fiscal Year 2020/2021.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$496,229 are hereby reappropriated to Account #501-2115-480.75.15 (Distribution System Improvements), Project #EL1803 from Fiscal Year 2019/2020 to Fiscal Year 2020/2021.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF .

---

Mayor, City of Kirkwood

ATTEST:

---

City Clerk

1<sup>st</sup> Reading:

2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES

Goal # & Title Goal #1 - Enhance the Quality of Life of Citizens

### Background To Issue:

The Electric Department has funded the project associated with the upgrade of the Kirkwood Rd. Traffic Signals from Manchester to Big Bend. The project is now completed and the outstanding balances from the previous year are available for the final payments to the contractors that performed the signal upgrades.

### Recommendations and Action Requested:

The Electric Department recommends approval of an ordinance to reappropriate \$496,229 from the Electric Kirkwood Rd. CMAQ Traffic Signal Project Account (501-2115-480-7515, Project EL1803 - \$496,229) to fund the final payments to Gerstner and CMT for the work performed under existing contracts for the signal modernization.

### Alternatives Available:

Kirkwood's City Engineer has managed the project and determined that this compensation is the appropriate amount for the contractors.

Does this project have a public information component?  Yes  No

Cost: \$496,229.00 Account #: 50121154807515 Project #: EL1803 Budgeted: YES

If YES, Budgeted Amount: \$3,887,202.00 If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

The signal modernization project is a great success story for Kirkwood. The new signals have improved the movement of traffic. All totaled, the project cost an estimated \$5M with grants covering approximately \$4M. The department recommends approval of the ordinance.

BY: Mark Petty

Date: 6/15/2020

Authenticated: pettyma

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

### Approve

Purchasing Director's Comments:

BY: David Weidler


Date: 6/24/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Funds are available to reappropriate \$496,229 from FY2020 to FY2021 account 501-2110-480-75-15, Distribution System Improvements, Project EL1803 Rose Hill to Essex as requested above.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

BILL 10839

ORDINANCE

AN ORDINANCE APPROPRIATING \$548,221 FROM THE SANITATION FUND BALANCE TO THE MACHINERY AND EQUIPMENT ACCOUNT, PROJECT #SA2002, FOR FISCAL YEAR 2019/2020.

WHEREAS, on July 3, 2019 the City Council approved Ordinance 10607 approving the financing for the purchase of roll-off carts to automate solid waste collection within the City, and

WHEREAS, this project has been completed and has been operating successfully for the past nine months, and

WHEREAS, recently in review of the Sanitation's budget it has been determined that the actual allocation of funds for the purchase of these roll-off carts has not been approved by the City Council, and

WHEREAS, funds in the amount of \$548,221 needs to be appropriated from the Sanitation Fund Balance to Account #509-2315-482.75.05 (Machinery and Equipment), Project #SA2002.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Funds in the amount of \$548,221 are hereby appropriated from the Sanitation Fund Balance to Account #509-2315-482.75.05 (Machinery and Equipment), Project #SA2002 for Fiscal Year 2019/2020.

SECTION 2. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS DAY OF.

---

Mayor, City of Kirkwood

ATTEST:

---

City Clerk  
1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:

# Legislation Request

## Ordinance

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO      Goal # & Title

### Background To Issue:

On July 3rd, 2019 the City Council approved Ordinance No. 10607 approving the financing for the purchase of roll-off carts to automate solid waste collections within the City. This project has been completed and has been operating successfully for the past nine months. Recently in review of the Sanitation's budget it has been determined that the actual allocation of funds the in the amount of \$548,221 for the purchase of these roll-off carts has not been approved by the City Council. Therefore, this ordinance is requesting that \$548,221 be appropriated from the Sanitation Fund Balance to Account 509-2315-482.75-05 project SA2002 for Fiscal Year 2020.

### Recommendations and Action Requested:

It is recommended that the City Council authorize the appropriation of \$548,221 from the Sanitation Fund Balance to Account 509-2315-482.75-05 project SA2002 for the purchase of roll-off carts for the solid waste automated collection project

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$548,221.00      Account #: 50923154827505      Project #: SA2002      Budgeted: NO

If YES, Budgeted Amount:      If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Bill Bensing

Date: 6/25/2020

Authenticated: bensinwe

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Select...

Purchasing Director's Comments:

BY: Select...


Date:

Authenticated:

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Appropriation

From Account # or Fund Name: Fund Balance

To Account # or Fund Name: 509-2315-482.75-05 Project SA2002

Finance Director's Comments:

Sanitation Fund balance is available and sufficient to appropriate \$548,221 to account 509-2315-482-75-05, Machinery and Equipment, Project SA2002, Roll Carts for FY2020 as requested above. Please note that the council approved the lease financing on Substitute Bill 10768 on 7/3/2019.

BY: Sandra Stephens

Date: 6/25/2020

Authenticated: stephesf

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

RESOLUTION 75-2020

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A SUPPLEMENTAL AGREEMENT NO. 1 TO ENGINEERING SERVICES CONTRACT WITH EFK MOEN, LLC, AND INCREASING THE CONTRACT AMOUNT BY \$11,052.09 FOR A NOT TO EXCEED AMOUNT OF \$156,417.20.

WHEREAS, the City of Kirkwood entered into a contract with EFK Moen on June 20, 2019 for Preliminary and Right-of-Way Plans on Manchester Road, and

WHEREAS, the City of Kirkwood has entered into an agreement with MoDOT to provide additional enhancements to MoDOT's Manchester Road Phase 2 Project, which includes an 8' shared used path along the south side of Manchester Road between Ormond and the western city limit, and

WHEREAS, staff recommends that the council approve a Supplemental Agreement to the Engineering Services Contract with EFK Moen, LLC for and increasing the contract amount by \$11,052.09 for a not to exceed amount of \$156,417.20, and

WHEREAS, funds are available in Account #301-1401-600.75.15, Project #PW2108.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor is hereby authorized and directed to enter into a Supplemental Agreement No. 1 to Engineering Services Contract with EFK Moen, LLC and increasing the contract amount by \$11,052.09 for a not to exceed amount of \$156,417.20.

SECTION 2. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES

Goal # & Title Goal 5. Invest for the future through public infrastructure

### Background To Issue:

The City of Kirkwood has entered into an agreement with MoDOT to provide additional enhancements to MoDOT's Manchester Road Phase 2 project. This supplemental agreement covers the design cost for an 8' shared used path along the south side of Manchester Road between Ormond and the western city limit.

### Recommendations and Action Requested:

The Engineering Department recommends approval of the Supplemental Agreement to the Engineering Services Contract with EFK Moen, LLC in an amount not to exceed \$11,052.09.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$11,052.09 Account #: 30114016007514 Project #: PW2108 Budgeted: YES

If YES, Budgeted Amount: \$11,052.09 If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Christopher Krueger

Date: 6/22/2020

Authenticated: kruegeca

You can attach up to 3 files along with this request.



EFK Supplemental Agreement  
#1.pdf  
Adobe Acrobat Document  
0.97 MB

File Attachment

File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**



Approve

Purchasing Director's Comments:

The request by the Engineering Department is for a supplemental agreement to Contract #13163, as approved by Resolution 96-2019. This supplement, or change order, will increase the contract value by the amount of \$11,052.09, resulting in the change of total value from not to exceed \$145,365.11 to a not to exceed value of \$156,417.20.

BY: David Weidler

Date: 6/24/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$11,053.00 in account 301-1401-600-75-14, Streets, Project PW2108 Manchester Engineering to approve the above request.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/25/2020

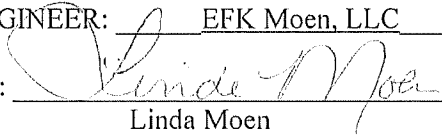
BY: \_\_\_\_\_

Date: \_\_\_\_\_

**SUPPLEMENTAL AGREEMENT NO. 1  
TO  
ENGINEERING SERVICES CONTRACT  
Contract No. 13163**

This Supplemental Agreement is made part of an agreement dated June 25, 2019 between the City of Kirkwood, MO and EFK Moen, LLC for design of Manchester Road Improvements Project Phase II. These additional services, for the 8' shared used path along the south side of Manchester Road between Ormond and western city limits, are broken out in the attached Exhibit I & II, and shall be kept within the current contract amount, not requiring additional fee without further authorization. The total design services with this additional work shall not exceed one hundred fifty six thousand, four hundred seventeen dollars and twenty cents (\$156,417.20).

Supplement Agreement No. 1 accepted as defined herein:

OWNER: <u>City of Kirkwood</u>	ENGINEER: <u>EFK Moen, LLC</u>
BY: _____	BY: <u></u> Linda Moen
TITLE: _____	TITLE: <u>President</u>
DATE: _____	DATE: <u>6/12/2020</u>

Executed by the City on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_

## General Project Scope Modification:

The City of Kirkwood, MO, wishes to amend the scope for Manchester Road Enhancements Phase II Project. These modifications include:

- Change sidewalk typical section on the south side of Manchester from east of Cedargate to Ormond from 5' sidewalk to an 8' shared used path.

## Scope of Consulting Services

In order to achieve the above project goals and objective, EFK Moen will provide:

### I. PRELIMINARY DESIGN PHASE

No preliminary design submittals are included in this scope of services

### II. Right of Way Design Phase

- Sidewalk Design Change
  1. Updating Typical Sections
  2. Updating plan sheets (sidewalk and driveway layouts, construction notes, easement needs, etc)
  3. Updating Cross Sections & Driveway Cross Sections
  4. Updating Quantities for R/W Construction Cost Estimate
  5. Resubmittal of R/W Plan Set & Estimate
- Right of Way Design Phase
- Sidewalk Design Change

***Note: This scope of services continues to assume that the Kirkwood enhancements will be incorporated at the MoDOT Right of Way Design Plan (J6S3259), however, two (2) parallel designs will be performed to track quantities and impacts. One design will only take place in CADD and not represented on plan sheets, while the other design will be developed in CADD and represented on the Right of Way plans.***

### III. FINAL DESIGN PHASE

No additional scope is anticipated in Final Design for the scope modification.

### IV. BIDDING AND CONSTRUCTION PHASE

It is still assumed that this project will be let in combination with MoDOT's J6S3259 and that MoDOT's construction forces will provide construction administration and inspection.

Therefore, Bidding and Construction Phase Services for these additional services will include:

Manchester Road Enhancements Phase 2 (City of Kirkwood)

Supplement No. 1

Exhibit I – Scope of Services

- a. Additional hours for answering contractor questions during construction, when requested by MoDOT or the City, for special issues regarding plan conformance or plan interpretation.

V. EXCLUSIONS TO THIS PROPOSAL

- a. Traffic Modeling & Analysis
- b. Completion of traffic counts neither by automated means nor by hand count;
- c. Right of way acquisition Services;
- d. Noise Analyses;
- e. Air Quality Analyses;
- f. Wetland Mitigation / Soil Mitigation Plan;
- g. Archeological / Historical / Cultural Exploration;
- h. Hazardous Waste Investigations/Exploration;
- i. Full size mylars at final submission;
- j. Any fees required for approvals or permits;
- k. Any work related to condemnation of specific parcels;
- l. Design for relocation of existing utilities;
- m. Sanitary design
- n. Water line design
- o. Water quality or quantity design;
- p. Review of contractor submittals and shop drawings;
- q. Temporary Traffic Control – assumes J6S3259 temporary traffic control is sufficient;
- r. Temporary Erosion Control – assumes J6S3259 temporary traffic control is sufficient;
- s. Signing, except illuminated street signs on signals.
- t. Boundary survey – assumes J6S3259 boundary survey is sufficient;
- u. Shop Drawing Review
- v. The preparation of any certified land corner documents
- w. The physical monumentation of any proposed right of way or property corners, or the re-establishment of existing corners which may have been damaged, removed, or not found for this project.



**Manchester Road - Phase 2**  
**City of Kirkwood, MO**

	Design Hours		Cost
R/W Phase - Sidewalk Design Change	82	\$	3,706.96
<hr/>			
Total Design Hours	82		\$3,706.96
		Overhead 161.53%	\$5,987.85
		<b>Subtotal</b>	<b>\$9,694.81</b>
		Fixed Fee 14%	\$1,357.27
		<b>Subtotal</b>	<b>\$11,052.09</b>

**Direct Costs**

**CONTRACT CEILING** **\$11,052.09**



RESOLUTION 96-2019

A RESOLUTION ACCEPTING THE PROPOSAL OF EFK MOEN IN THE NOT TO EXCEED AMOUNT OF \$145,365.11 FOR PRELIMINARY AND RIGHT-OF-WAY PLANS ON MANCHESTER ROAD AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a request for proposals was developed and proposals were received for Preliminary and Right-of-Way Plans on Manchester Road, and

WHEREAS, MoDOT is designing roadway improvements on Manchester Road from Kirkwood Road westward to I-270, and

WHEREAS, MoDOT's planned work is focusing on ADA improvements within this corridor and resurfacing the roadway with asphalt, and

WHEREAS, the Engineering Department is requesting that the City contract with MoDOT's design firm, EFK Moen, to provide design of enhancements to the MoDOT project within the City limits on Manchester Road, and

WHEREAS, staff recommends EFK Moen as the most qualified to provide Preliminary and Right-of-Way Plans on Manchester Road in an amount not to exceed \$145,365.11, and

WHEREAS, funds are available in Account #301-1401-600.75.14, Project #PW2001.

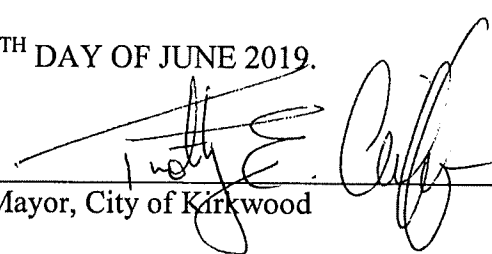
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of EFK Moen in the not to exceed amount of \$145,365.11 for Preliminary and Right-of-Way Plans on Manchester Road is hereby accepted and approved.

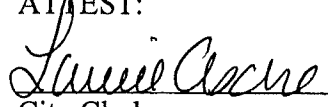
SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with EFK Moen in the not to exceed amount of \$145,365.11 for Preliminary and Right-of-Way Plans on Manchester Road.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 20<sup>TH</sup> DAY OF JUNE 2019.

  
\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

  
\_\_\_\_\_  
City Clerk

RESOLUTION 77-2020

A RESOLUTION ACCEPTING THE PROPOSAL OF LOCHMUELLER GROUP AT THE RATES PROVIDED IN THE RATE SHEET (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN), AMOUNT NOT TO EXCEED BUDGETED FUNDS, FOR TRAFFIC SIGNAL ENGINEERING SERVICES AND MAINTENANCE FOR AN INITIAL TERM OF 12 MONTHS WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL 12 MONTH TERMS PENDING BUDGETARY APPROVAL AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for Traffic Signal Engineering Services and Maintenance, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Director of Public Services, City Engineer, Electric Director, Assistant Director of Procurement, and Senior Procurement Buyer/Analyst reviewed the proposals, and

WHEREAS, the Selection Committee recommends Lochmueller Group as the most qualified to provide Traffic Signal Engineering Services and Maintenance at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval, and

WHEREAS, funds are available in Account #501-2110-480.31.10.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Lochmueller Group at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Traffic Signal Engineering Services and Maintenance for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Lochmueller Group at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Traffic Signal Engineering Services and Maintenance for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk



# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES

Goal # & Title Goal #1 - Enhance the Quality of Life of Citizens

### Background To Issue:

The Procurement Department conducted a selection process for a firm to perform traffic signal engineering and maintenance services.

### Recommendations and Action Requested:

The Electric Department recommends approval of a resolution to authorize the Procurement Department to enter into a contract for Traffic Signal Engineering and Maintenance Services to the Lochmueller Group Inc. at the hourly rates provided in their proposal for an amount not to exceed budgetary costs.

### Alternatives Available:

City Engineering performs the engineering for the traffic signals and historically Kirkwood Electric has assisted with the engineering and maintenance for the signals. Now, City Engineering is staffed to manage the engineering and maintenance. Kirkwood has new modernized signals that were designed by the Lochmueller Group. Lochmueller uses Gerstner as a subcontractor for traffic signal maintenance. Gerstner installed the Kirkwood Rd. traffic signals. Kirkwood is now in a position to improve the maintenance and engineering of its traffic signals.

Does this project have a public information component?  Yes  No

Cost: \$30,000.00 Account #: 50121104803110 Project #: Budgeted: YES

If YES, Budgeted Amount: \$58,600.00 If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

The traffic signal engineering and maintenance is best performed by staff that are certified specialists in this subject matter. Transitioning to these resources for traffic signal maintenance and engineering will better serve the City of Kirkwood and enable Kirkwood Electric to focus on its core business. The department anticipated this expense and budgeted funds in the 501-2110-480-3110 Professional Services Account. annual expenditures for these services are expected to be \$30,000. The department recommends approval of the resolution.

BY: Mark Petty

Date: 6/15/2020

Authenticated: pettyma

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler

Date: 6/24/2020

Authenticated: weidledc

*You can attach up to 3 files along with this request.*



13626 Resolution Letter.pdf  
Adobe Acrobat Document  
184 KB

File Attachment

File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$30,000 in account 501-2110-480-31-10, Other Professional Services to approve the above request.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:

Handwritten signature of Shoyra Lee Oglord in black ink.

6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

June 24, 2020

**To:** Russell B. Hawes, Chief Administrative Officer

**For Your Consideration:** Traffic Signal Engineering Services and Maintenance, RFP # 13626 ref RFQ # 13542

Per Article VI. Procurement of the City of Kirkwood's Code of Ordinances, a Selection Committee was appointed by the Chief Administrative Officer and chaired by the Director of Procurement to review and recommend to Council a qualified firm to provide Traffic Signal Engineering Services and Maintenance.

A Request for Qualifications was sent to CBB, East-West Gateway, George Butler Associates, Inc., Hill and Smith, Lochmueller Group, Mid America Signal, MoboTrex, OMJC Signal Inc., Peek Traffic, Inc., Power & Telephone Supply Company, and Traffic Control Corporation.

Qualifications were received from CBB, Lochmueller Group, and Traffic Control Corporation.

A selection committee which consisted of David Weidler, Director of Procurement, Bill Bensing, Director of Public Services, Chris Krueger, City Engineer, Mark Petty, Electric Director, Sara Foan-Oliver, Assistant director of Procurement, and Cassandra James, Senior Procurement Buyer/Analyst, reviewed the qualifications.

The Selection Committee reviewed and evaluated the qualifications based on:

- Specialized experience and technical competence of Firm with respect to the type of services required.
- Capacity and capability of Firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
- Past record of performance of Firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
- Firm's proximity to and familiarity with the area in which the projects are located.

After review of the qualifications, the Selection Committee selected Lochmueller Group to provide a proposal based on a defined scope which was to include pricing for Traffic Signal Engineering Services and Maintenance. This selected qualified firm will provide these services for the Electric and Engineering Departments at the rates provided in their proposal response not to exceed budgetary funds. The anticipate agreement will have an initial term of one year, with the option to renew for up to four additional one year terms, contingent upon budgetary approval.

Funding is available in account number 501-2110-480.31-10 in the amount of \$58,600.00.

Attached is a request from Mark Petty, Electric Director, requesting a contract to be issued to Lochmueller Group at the rates provided in their proposal response in the amount of not to exceed budgetary funds with an initial term of one year and the option to renew for up to four additional one year terms, contingent upon budgetary approval, for Traffic Signal Engineering Services and Maintenance.

Respectfully,

A handwritten signature in cursive script that reads "David Weidler, CPPO, CPPB". The signature is written in black ink and is positioned above the printed name and title.

David Weidler, CPPO, CPPB  
Director of Procurement



411 North 10<sup>th</sup> Street, Suite 220, St. Louis, Missouri 63101  
 5650 Mexico Road, Suite 2, St. Peters, Missouri 63376

**2020 HOURLY RATE SCHEDULE**  
**PROFESSIONAL ENGINEERING AND PLANNING SERVICES**

Classification	Hourly Rate
Principal .....	\$275
Senior Project Manager III .....	\$250
Senior Project Manager II .....	\$225
Senior Project Manager I .....	\$200
Senior Project Engineer .....	\$195
Project Liaison .....	\$180
Project Engineer IV .....	\$195
Project Engineer III .....	\$160
Project Engineer II .....	\$140
Project Engineer I .....	\$125
Engineering Intern III .....	\$117
Engineering Intern II .....	\$110
Engineering Intern I .....	\$100
Senior Transit/NEPA Specialist .....	\$190
Planner III.....	\$125
Planner II.....	\$115
Planner I.....	\$95
Engineering Designer III .....	\$125
Engineering Designer II .....	\$115
Engineering Designer I .....	\$95
Senior Appraiser .....	\$195
Right of Way Services Specialist .....	\$155
Realty Specialist.....	\$115
Senior Graphic Designer .....	\$95
Administrative Assistant .....	\$65
Student Intern.....	\$65
Field Technician.....	\$60

DIRECT EXPENSES will be charged to the client in addition to the above quoted rates. Mileage will be charged at a rate of .50 per mile. Direct expenses include but are not limited to: mileage, filing fees, testing costs and express mail costs, provided that they are reasonable and necessary for the accomplishment of the work.

These rates may be changed on an annual basis at the discretion of Lochmueller Group, Inc.

## Attachment 2

### Fee Structure

#### A. Inventory

- \$350 per signal cabinet location

#### B. Preventative Maintenance (periodic basis)

- \$500 per signal cabinet location
- Additional costs would be required for video detection or CCTV camera cleaning (requires authorization from City staff before proceeding). Flasher, beacon/RRFB, and LED sign locations without a signal cabinet would not be included in this task

#### C. Non-Emergency Maintenance (2 day response time)

- 1 Man & Bucket Truck - \$120/hour (1 hour minimum)
- Additional Man - \$85/hour

#### D. Emergency Maintenance

- 7:00 AM to 3:30 PM (1 hour response)
  - 1 Man & Bucket Truck - \$120/hour (1 hour minimum)
  - Additional Man - \$85/hour
- 3:30 PM to 5:30 PM (2 hour response)
  - 1 Man & Bucket Truck - \$170/hour (2 hour minimum)
  - Additional Man - \$120/hour
- After Hours & Weekends
  - 1 Man & Bucket Truck - \$220/hour (2 hour minimum)
  - Additional Man - \$160/hour

#### E. Signal Timing and Programming

- Pay item will be paid on an hourly basis using the attached Lochmueller Group billing rates

#### F. Signal Locate Services

- \$205 per location

#### G. Additional Services

- Negotiable based on attached billing rates

### Included Locations

#### Traffic Signal Intersections

1. Kirkwood Road at Essex Avenue
2. Kirkwood Road at Washington
3. Kirkwood Road at Adams
4. Kirkwood Road at Jefferson
5. Kirkwood Road at Argonne
6. Kirkwood Road at Madison
7. Kirkwood Road at Monroe
8. Kirkwood Road at Woodbine
9. Kirkwood Road at Rose Hill
10. Quan Avenue at Taylor
11. Quan Avenue at Woodlawn
12. Geyer Road at Argonne
13. N Geyer at Jewel
14. Jefferson Avenue at 200 Mid-block

#### Hawk Signals

1. Kirkwood Road at Morningside

#### Rectangular Rapid Flashing Beacons

1. Fillmore at Geyer Road
2. Clinton at Windsor
3. Craig at Craigwoods (RFB/Hawk)

#### LED Lighted Sign

1. Quan Avenue at Curran

RESOLUTION 78-2020

A RESOLUTION ACCEPTING THE BID OF COMPASS MINERALS AMERICA, INC. AT THE UNIT COST OF \$59.35 PER TON FOR BULK ROCK SALT FOR AN INITIAL TERM OF 12 MONTHS WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL 12 MONTH TERMS PENDING BUDGETARY APPROVAL AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, pursuant to law, the City obtained bids for Bulk Rock Salt, and

WHEREAS, the most responsible bid received was that of Compass Minerals America, Inc. at the unit cost of \$59.35 per ton with an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval and which bid acceptance is approved by the Chief Administrative Officer and recommended by the Director of Procurement and the Director of Public Services, and

WHEREAS, funds are available in Account #101-1402-431.66.12.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The bid of Compass Minerals America, Inc. at the unit cost of \$59.43 per ton for Bulk Rock Salt for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Compass Minerals America, Inc. at the unit cost of \$59.35 per ton for Bulk Rock Salt for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan NO                      Goal # & Title

### Background To Issue:

The Procurement Department annually seeks bids for bulk rock salt used by the Street Division during winter weather. The lowest bidder this season is Compass Minerals at \$59.35/ton, Compass has supplied rock salt to the City over the past two seasons.

### Recommendations and Action Requested:

It is recommended that the City Council accept the bid proposal of Compass Minerals in the amount of \$59.35/ton of rock salt delivered.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$75,000.00      Account #: 10114024316612      Project #:                      Budgeted: YES  
If YES, Budgeted Amount: \$75,000.00                      If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Bill Bensing

Date: 6/22/2020

Authenticated: bensinwe

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

### Approve

Purchasing Director's Comments:



BY: David Weidler


Date: 6/24/2020


Authenticated: weidledc

You can attach up to 3 files along with this request.



13640 Resolution Letter.pdf  
Adobe Acrobat Document  
52.6 KB

 File Attachment

 File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$75,000 in account 101-1402-431-66-12, Salt & Calcium Chloride to approve the above request.

---

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:



6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

June 24, 2020

**To:** Russell B. Hawes, Chief Administrative Officer

**For Your Consideration:** For the purchase of Bulk Rock Salt, Bid #13640.

Sealed bids were publicly opened on June 16, 2020. The bid tabulation is as follows:

<b>Vendor</b>	<b>1500-2000 Tons</b>
Compass Minerals America Inc.	\$59.35 per ton
Morton Salt, Inc.	\$66.35 per ton
Cargill, Incorporated-Deicing	\$70.93 per ton
Maxi Salt North America	\$81.00 per ton
Gunther Salt Company	\$87.00 per ton

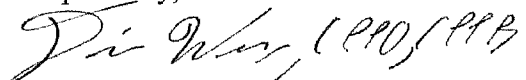
Bid requests were also sent to Cannon Company, Earth City Supply, and Fastenal; however, they did not submit a bid.

The bids were provided to Bill Bensing, Public Services Director, for evaluation. It is recommended that the bid be awarded to Compass Minerals America Inc., as their bid for bulk Rock Salt at \$59.35 per ton, is the lowest responsible bid meeting specifications.

Funds are available in account number 101-1402-431.66-12, in the amount of \$75,000.

Attached is a request from Bill Bensing, Public Services Director, for a resolution authorizing a contract to be issued to Compass Minerals America Inc., at the unit cost of \$59.35 per ton with a contract term of one year and the option to renew for up to four additional one year terms pending budgetary approval for Bulk Rock Salt.

Respectfully,



David Weidler, CPPO, CPPB  
Director of Procurement

RESOLUTION 79-2020

A RESOLUTION ACCEPTING THE PROPOSAL OF OATES ASSOCIATES IN THE AMOUNT NOT TO EXCEED OF \$58,000 (WHICH INCLUDES A CONTINGENCY OF \$6,560) FOR 2020 INFRASTRUCTURE CONSTRUCTION ENGINEERING SERVICES AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for 2020 Infrastructure Construction Engineering Services, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Director of Public Services, City Engineer, Assistant City Engineer, Assistant Director of Procurement, and Senior Procurement Buyer/Analyst reviewed the proposals, and

WHEREAS, the Selection Committee recommends Oates Associates as the most qualified to provide 2020 Infrastructure Construction Engineering Services in the amount not to exceed \$58,000 (which includes a contingency of \$6,560), and

WHEREAS, funds are available in Account #301-1401-600.75.14.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Oates Associates in the amount not to exceed of \$58,000 (which includes a contingency of \$6,560) for 2020 Infrastructure Construction Engineering Services is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Oates Associates in the amount not to exceed of \$58,000 (which includes a contingency of \$6,560) for 2020 Infrastructure Construction Engineering Services.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES

Goal # & Title Goal 5. Invest for the future through public infrastructure

### Background To Issue:

The City of Kirkwood has bid out three asphalt projects that require construction engineering services and approved the bids at the May 21st City Council Meeting. These projects include the Asphalt Mill & Overlay, Ultra-thin Bonded Asphalt Wearing Surfacing and Asphalt Rejuvenator Projects. These projects are anticipated to start in late July. Recently the Project Engineer position within the Engineering Department has not been filled after the employee left the City in May of 2020. To provide for construction engineering services, a review of qualifications from 5 engineering firms that provide construction engineering services was completed. Oates and Associates was selected as the most qualified firm. Oates and Associates has provided an proposal in the amount of \$51,440.

### Recommendations and Action Requested:

The Engineering Department recommends approval of a contract with Oates and Associates in an amount not to exceed \$58,000, that includes a contingency of \$6,560.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$58,000.00 Account #: 30114016007514 Project #: PW2101 Budgeted: YES

If YES, Budgeted Amount: \$2,969,144.00 If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Christopher Krueger

Date: 6/23/2020

Authenticated: kruegeca

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler

Date: 6/24/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.



13649 Resolution Letter.pdf  
Adobe Acrobat Document  
177 KB

File Attachment

File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$58,000 in account 310-1401-600-75-14, Streets, Project PW2101, Street Restoration to be approved as requested above.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:

A handwritten signature in black ink, appearing to read "George Lee O'Neil".

6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

June 24, 2020

**To:** Russell B. Hawes, Chief Administrative Officer

**For Your Consideration:** 2020 Infrastructure Construction Engineering Services, RFP # 13649

Per Article VI. Procurement of the City of Kirkwood's Code of Ordinances, a Selection Committee was appointed by the Chief Administrative Officer and chaired by the Director of Procurement to review and recommend to Council a qualified firm to provide 2020 Infrastructure Construction Engineering Services.

City staff reviewed qualifications through MoDOT's LPA on call list for Construction Engineering Services. Qualifications were reviewed from Access Engineering, Oates Associates, CMT, CDG, and HR Green.

A selection committee which consisted of David Weidler, Director of Procurement, Bill Bensing, Director of Public Services, Chris Krueger, City Engineer, Richard Holesinger, Assistant City Engineer, Sara Foan-Oliver, Assistant Director of Procurement, and Cassandra James, Senior Procurement Buyer/Analyst, reviewed the qualifications.

The Selection Committee reviewed and evaluated the qualifications based on:

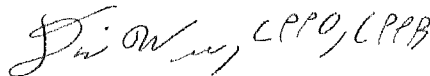
- Specialized experience and technical competence of Firm with respect to the type of services required.
- Capacity and capability of Firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
- Past record of performance of Firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
- Firm's proximity to and familiarity with the area in which the projects are located.

After review of the qualifications, the Selection Committee selected Oates Associates to provide a proposal based on a defined scope for 2020 Infrastructure Construction Engineering Services. This selected qualified firm will provide these services for the Engineering Department in the amount of \$51,440 with a contingency of \$6,560, for a total not to exceed value of \$58,000.

Funding is available in account number 301-1401-600.75-14 in the amount of \$2,969,144.

Attached is a request from Chris Krueger, City Engineer, requesting a contract to be issued to Oates Associates in the amount of \$51,440, with a contingency of \$6,560, for a total not to exceed value of \$58,000 for 2020 Infrastructure Construction Engineering Services.

Respectfully,



David Weidler, CPPO, CPPB  
Director of Procurement

RESOLUTION 80-2020

A RESOLUTION ACCEPTING THE PROPOSAL OF CDG ENGINEERING AT THE RATES PROVIDED IN THE RATE SHEET (A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN), AMOUNT NOT TO EXCEED BUDGETED FUNDS, FOR SUBSTATION PROTECTION ENGINEERING SERVICES FOR AN INITIAL TERM OF 12 MONTHS WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL 12 MONTH TERMS PENDING BUDGETARY APPROVAL AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for Substation Protection Engineering Services, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Electric Director, Assistant Director of Procurement, and Senior Procurement Buyer/Analyst reviewed the proposals, and

WHEREAS, the Selection Committee recommends CDG Engineering as the most qualified to provide Substation Protection Engineering Services at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval, and

WHEREAS, funds are available in Account #501-240-480.32.03.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of CDG Engineering at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Substation Protection Engineering Services for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with CDG Engineering at the rates provided in the rate sheet (a copy of which is attached hereto and incorporated by reference herein), amount not to exceed budgeted funds, for Substation Protection Engineering Services for an initial term of 12 months with the option to renew for up to four additional 12 month terms pending budgetary approval.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES      Goal # & Title    Goal #1 - Enhance the Quality of Life of Citizens

### Background To Issue:

The Procurement Department conducted a selection process for Substation Protection System Engineering Services for the Electric Department.

### Recommendations and Action Requested:

The Electric Department recommends approval of a resolution to authorize the Procurement Department to enter into an agreement for Substation Protection system Engineering Services with CDG Engineers at the hourly rates provided by their proposal for an amount not to exceed budgetary costs.

### Alternatives Available:

Kirkwood's substation network requires protective system studies and the proper equipment configurations in order to deliver reliable energy services to its customers.

Does this project have a public information component?  Yes  No

Cost: \$50,000.00      Account #: 50121104803203      Project #:      Budgeted: YES

If YES, Budgeted Amount: \$63,861.00      If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

Kirkwood Electric is currently modernizing its network. The protection system is also being upgraded. The engineering services provided by CDG will enable the department to improve its power quality and maintenance operations. The department recommends approval of the resolution and has budgeted funding for the expense in the engineering account (501-2110-480-3203). The estimated annual expense for these services is \$50,000.

BY: Mark Petty

Date: 6/19/2020

Authenticated: pettyma

*You can attach up to 3 files along with this request.*

 File Attachment

 File Attachment

 File Attachment

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

### Approve

Purchasing Director's Comments:



BY: David Weidler

Date: 6/24/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.



13669 Resolution Letter.pdf  
Adobe Acrobat Document  
185 KB

File Attachment

File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$50,000 in account 501-2110-480-32-03, Engineering to approve as requested above.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:

*Sergey Lee Olegov*

6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

June 24, 2020

**To:** Russell B. Hawes, Chief Administrative Officer

**For Your Consideration:** Substation Protection Engineering Services, RFP # 13669 ref RFQ # 13623

Per Article VI. Procurement of the City of Kirkwood's Code of Ordinances, a Selection Committee was appointed by the Chief Administrative Officer and chaired by the Director of Procurement to review and recommend to Council a qualified firm to provide Substation Protection Engineering Services.

A Request for Qualifications was sent to Black & Veatch, Burns and McDonnell, CDG Engineering, Electric Power Systems, Luzco Technologies, Nema7 Engineering, Schneider Electric Services, Schweitzer Engineering Laboratories, and TRC.

Qualifications were received from Burns and McDonnell, CDG Engineering, and Luzco Technologies.

A selection committee which consisted of David Weidler, Director of Procurement, Mark Petty, Electric Director, Sara Foan-Oliver, Assistant director of Procurement, and Cassandra James, Senior Procurement Buyer/Analyst, reviewed the qualifications.

The Selection Committee reviewed and evaluated the qualifications based on:

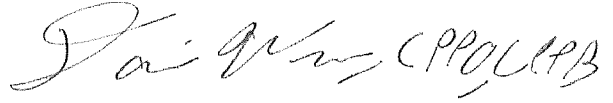
- Specialized experience and technical competence of Firm with respect to the type of services required.
- Capacity and capability of Firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
- Past record of performance of Firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
- Firm's proximity to and familiarity with the area in which the projects are located.

After review of the qualifications, the Selection Committee selected CDG Engineering to provide a proposal based on a defined scope which was to include pricing for Substation Protection Engineering Services. This selected qualified firm will provide these services for the Electric and Department at the rates provided in their proposal response not to exceed budgetary funds. The anticipate agreement will have an initial term of one year, with the option to renew for up to four additional one year terms, contingent upon budgetary approval.

Funding is available in account number 501-2110-480.32-03 in the amount of \$63,861.00.

Attached is a request from Mark Petty, Electric Director, requesting a contract to be issued to CDG Engineering at the rates provided in their proposal response in the amount of not to exceed budgetary funds with an initial term of one year and the option to renew for up to four additional one year terms, contingent upon budgetary approval, for Substation Protection Engineering Services.

Respectfully,

A handwritten signature in black ink, appearing to read "David Weidler, CPPO, CPPB". The signature is written in a cursive style.

David Weidler, CPPO, CPPB  
Director of Procurement



## SCHEDULE OF BILLING RATES:

Billing Rates – Effective through December 31, 2020

<b>POSITION</b>	<b>HOURLY BILLING RATES</b>
Project Executive	\$176.50 - \$253.50
Senior Project Manager	\$178.50 - \$196.50
Project Manager	\$136.50 - \$168.50
T&D Automation & Testing Specialist	\$125.00 - \$215.00
Project Engineer / Project Architect	\$128.00 - \$190.00
Senior Engineer / Senior Architect	\$125.00 - \$181.50
Engineer / Architect	\$ 94.00 - \$137.00
Designer	\$ 94.00 - \$149.50
CADD Technician	\$ 68.50 - \$113.00
Administrative Assistant	\$ 46.00 - \$100.50

General expenses already included in the above Billing Rates include the costs for general office and administrative overhead, supplies, networked computer work stations, typical project software, local area phone service, standard postage, in-house printing and plotting, long distance telephone calls, cell telephone charges, and local travel (within twenty miles of CDG Engineers' office).

### **Reimbursable Expenses:**

Reimbursable expenses will be included as authorized. Receipts will be provided for items in excess of twenty-five dollars (\$25).

### **Travel Expenses:**

- Travel expenses for airline or rental cars will be invoiced at cost. CDG Engineers will arrange travel plans economically. However, airline prices are subject to date and availability.
- Trips beyond twenty (20) miles from CDG Engineers' offices will be invoiced based on the current standard IRS rate (currently \$0.575/mile).
- Overnight lodging and meals will be invoiced at cost. Personnel will make arrangements at reasonably priced facilities relative to the region.

### **Sub-Consultant Fees:**

- Sub-consultant fees will be billed including a five percent (5%) mark-up to cover CDG's overhead and liability insurance costs.

### **Miscellaneous:**

- Out of house printing, or additional printing requested by the client, which has not been indicated in the proposal/contract will be invoiced at cost.
- Expenses for delivery services, i.e.: courier, FedEx, etc. will be invoiced at cost.
- Total Station Surveyor equipment will be invoiced at \$200/day; Ultrasonic Thickness Gauge will be invoiced at \$100/day.
- LIDAR Scanner equipment will be invoiced at \$900/day, \$2,900 per week or \$5,000 per month.
- If special equipment is needed (i.e. GPS equipment, etc.), rental costs will be provided upon use and invoiced at cost.

RESOLUTION 81-2020

A RESOLUTION ACCEPTING THE PROPOSAL OF BROWN AND CALDWELL IN THE AMOUNT NOT TO EXCEED OF \$41,013 FOR RISK AND RESILIENCE ASSESSMENT SERVICES AND AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT.

WHEREAS, a Request for Proposals was developed and proposals were received for Risk and Resilience Assessment Services, and

WHEREAS, a Selection Committee consisting of the Director of Procurement, Director of Public Services, Water Superintendent, City Engineer, Water Distribution Lead Man, Assistant Director of Procurement, and Senior Procurement Buyer/Analyst reviewed the proposals, and

WHEREAS, the Selection Committee recommends Brown and Caldwell as the most qualified to provide Risk and Resilience Assessment Services in the amount not to exceed \$41,013, and

WHEREAS, funds are available in Account #505-2215-481.75.15.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. The proposal of Brown and Caldwell in the amount not to exceed of \$41,013 for Risk and Resilience Assessment Services is hereby accepted and approved.

SECTION 2. The Mayor is hereby authorized and directed to enter into a contract with Brown and Caldwell in the amount not to exceed of \$41,013 for Risk and Resilience Assessment Services.

SECTION 3. This Resolution shall be in full force and effect after its passage and approval.

PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY 2020.

\_\_\_\_\_  
Mayor, City of Kirkwood

ATTEST:

\_\_\_\_\_  
City Clerk

# Legislation Request

## Resolution

Place On The Agenda Of: 7/2/2020

### Step #1:

Strategic Plan YES                      Goal # & Title

### Background To Issue:

Section 2013 of America's Water Infrastructure Act (AWIA), signed into law on October 23, 2018, requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). Deadlines for assessment completion have been set by the Environmental Protection Agency (EPA) and are based on the population served. The City serves a population of over 27,000 people. Therefore, risk assessments will need to be completed by June 30, 2021. Components. Upon completion of the risk assessment the city will be able to update its ERP.

### Recommendations and Action Requested:

It is recommended that the City Council accept the proposal from Brown and Caldwell in the amount of \$41,013 to complete a risk assessment and resilience assessment for the City's water infrastructure.

### Alternatives Available:

Does this project have a public information component?  Yes  No

Cost: \$41,013.00      Account #: 50522154817515      Project #: WA2103      Budgeted: YES

If YES, Budgeted Amount: \$100,000.00      If NO, or if insufficient funding (Complete Step #3).

### Department Head Comments:

BY: Bill Bensing

Date: 6/22/2020

Authenticated: bensinwe

You can attach up to 3 files along with this request.

 File Attachment

 File Attachment

 File Attachment

---

Step #2: If request involves approval of bids, contracts, proposals, purchases, etc. **(Must have Purchasing Director's approval).**

Approve

Purchasing Director's Comments:

BY: David Weidler

Date: 6/24/2020

Authenticated: weidledc

You can attach up to 3 files along with this request.



13638 Resolution Letter.pdf  
Adobe Acrobat Document  
182 KB

File Attachment

File Attachment

---

Step #3: If budgetary approval is required (**Must have Finance Department's approval**).

Budgetary Approval

From Account # or Fund Name:

To Account # or Fund Name:

Finance Director's Comments:

Budgetary appropriation is available and sufficient for \$41,013 in account 505-2215-481-75-15, Distribution System Improvements, Project WA2103, Operational Improvements to approve the above request.

BY: Sandra Stephens

Date: 6/24/2020

Authenticated: stephesf

---

Step #4: All Requests Require Chief Administrative Officer Approval for Placement on Meeting Agenda.

Approve     Disapprove

Chief Administrative Officer's Comments:

6/25/2020

BY: \_\_\_\_\_

Date: \_\_\_\_\_

June 24, 2020

**To:** Russell B. Hawes, Chief Administrative Officer

**For Your Consideration:** Risk and Resilience Assessment Services, RFP # 13638, RFQ # 13528

Per Article VI. Procurement of the City of Kirkwood's Code of Ordinances, a Selection Committee was appointed by the Chief Administrative Officer and chaired by the Director of Procurement to review and recommend to Council a qualified firm to provide Risk and Resilience Assessment Services.

A Request for Qualifications was sent to Applied Ecological Services, SCS Engineers, Horner & Shifrin, IMEG Corp, Weis Design Group, EDM Incorporated, Premier Engineering, Architecture, and Survey, RJN Group, The Sterling Company, TWM, Lochmueller Group, Frontenac Engineering, Wind Engineering Co., GBA, Brown & Caldwell, Crawford, Murphy & Tilly, and Intuition & Logic Engineering

Qualifications were received from Brown & Caldwell, Crawford, Murphy & Tilly, and Intuition & Logic Engineering;

A selection committee which consisted of David Weidler, Director of Procurement, Bill Bensing, Director of Public Services, Clarence Patterson, Water Superintendent, Chris Krueger, City Engineer, Mathew Maiden, Water Distribution Lead Man, Sara Foan-Oliver, Assistant Director of Procurement, and Cassandra James, Senior Procurement Buyer/Analyst, reviewed the qualifications.

The Selection Committee reviewed and evaluated the qualifications based on:

- Specialized experience and technical competence of Firm with respect to the type of services required.
- Capacity and capability of Firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
- Past record of performance of Firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
- Firm's proximity to and familiarity with the area in which the projects are located.

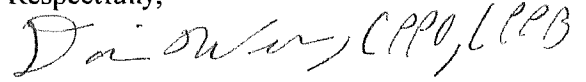
After review of the qualifications, the Selection Committee selected Brown and Caldwell to provide a proposal based on a defined scope for Risk and Resilience Assessment Services. This selected qualified firm will provide these services for the Water Department in the amount of not to exceed \$41,013.

Funding is available in account number 505-2215-481.75-15 in the amount of \$100,000.



Attached is a request from Bill Bensing, Director of Public Services, requesting a contract to be issued to Brown and Caldwell in the amount of not to exceed \$41,013 for Risk and Resilience Assessment Services.

Respectfully,

A handwritten signature in black ink that reads "David Weidler, CPPO, CPPB". The signature is written in a cursive style.

David Weidler, CPPO, CPPB  
Director of Procurement

Official Results

2020 General Municipal Results

Run Time 4:24 PM  
Run Date 06/11/2020

ST. LOUIS COUNTY, MISSOURI

GENERAL MUNICIPAL ELECTION

4/7/2020

Page 133

Official Results

Registered Voters

102594 of 638717 = 16.06%

Polling Places Reporting

160 of 160 = 100.00%

CITY OF KIRKWOOD - MAYOR - Four year term Vote For One

	TIMOTHY E. GRIFFIN	Cast Votes	Consolidated Results Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
--	--------------------	------------	-----------------------------------	--------------------	-------------------	--------------------

Precinct

BON - 001	464	464	559	559	1,338	41.78%
BON - 002	255	255	303	303	862	35.15%
BON - 004	97	97	111	111	295	37.63%
BON - 005	362	362	433	433	1,174	36.88%
BON - 006	532	532	626	626	1,597	39.20%
BON - 007	146	146	184	184	313	58.79%
BON - 008	327	327	407	407	950	42.84%
BON - 009	686	686	822	822	1,722	47.74%
BON - 011	164	164	191	191	440	43.41%
BON - 012	538	538	645	645	1,649	39.11%
BON - 013	210	210	248	248	606	40.92%
BON - 014	5	5	5	5	17	29.41%
BON - 017	77	77	87	87	518	16.80%
BON - 018	55	55	77	77	180	42.78%
BON - 019	238	238	295	295	742	39.76%
BON - 022	94	94	114	114	236	48.31%
BON - 023	161	161	187	187	539	34.69%
BON - 024	206	206	248	248	904	27.43%
BON - 026	41	41	48	48	179	26.82%
BON - 027	204	204	248	248	800	31.00%

Official Results

2020 General Municipal Results

Run Time 4:24 PM

Run Date 06/11/2020

ST. LOUIS COUNTY, MISSOURI

GENERAL MUNICIPAL ELECTION

4/7/2020

Page 134

Official Results

Registered Voters

102594 of 638717 = 16.06%

Polling Places Reporting

160 of 160 = 100.00%

CITY OF KIRKWOOD - MAYOR - Four year term Vote For One

Precinct	TIMOTHY E. GRIFFIN	Cast Votes	Consolidated Results Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
BON - 029	234	234	283	283	757	37.38%
BON - 031	219	219	266	266	814	32.68%
BON - 032	322	322	387	387	1,090	35.50%
BON - 033	273	273	346	346	770	44.94%
BON - 034	115	115	134	134	573	23.39%
BON - 036	89	89	101	101	370	27.30%
CLA - 006	312	312	373	373	1,060	35.19%
CLA - 015	182	182	227	227	612	37.09%
<b>Totals</b>	<b>6,608</b>	<b>6,608</b>	<b>7,955</b>	<b>7,955</b>	<b>21,107</b>	<b>37.69%</b>

CITY OF KIRKWOOD - COUNCIL MEMBER - Four year term Vote For Three

Precinct	JOE (VOGELGESANG) FUCHS	ELLEN Z. EDMAN	MAGGIE DUWE	BOB SEARS	LIZ GIBBONS	SANDY WASHINGTON	Cast Votes	Consolidated Results Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
BON - 001	87	219	300	225	370	171	1,372	559	559	1,338	41.78%
BON - 002	52	113	172	128	181	74	720	303	303	862	35.15%
BON - 004	22	46	66	59	61	26	280	111	111	295	37.63%
BON - 005	82	175	248	185	257	106	1,053	433	433	1,174	36.88%
BON - 006	115	298	321	287	400	133	1,554	626	626	1,597	39.20%
BON - 007	35	48	81	82	103	32	381	184	184	313	58.79%
BON - 008	77	162	219	175	230	101	964	407	407	950	42.84%
BON - 009	175	293	406	337	512	262	1,985	822	822	1,722	47.74%
BON - 011	34	86	107	81	113	48	469	191	191	440	43.41%
BON - 012	127	257	341	295	405	171	1,596	645	645	1,649	39.11%
BON - 013	35	123	161	106	123	58	606	248	248	606	40.92%
BON - 014	0	3	3	1	5	0	12	5	5	17	29.41%
BON - 017	18	33	36	32	44	25	188	87	87	518	16.80%
BON - 018	14	29	46	28	46	14	177	77	77	180	42.78%
BON - 019	94	134	156	107	186	68	745	295	295	742	39.76%
BON - 022	22	41	70	65	63	28	289	114	114	236	48.31%
BON - 023	37	78	109	87	107	57	475	187	187	539	34.69%
BON - 024	63	81	122	90	143	76	575	248	248	904	27.43%
BON - 026	7	22	29	30	32	13	133	48	48	179	26.82%
BON - 027	64	89	142	99	134	76	604	248	248	800	31.00%

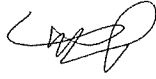
CITY OF KIRKWOOD - COUNCIL MEMBER - Four year term Vote For Three

Precinct	JOE (VOGELGESANG) FUCHS	ELLEN Z. EDMAN	MAGGIE DUWE	BOB SEARS	LIZ GIBBONS	SANDY WASHINGTON	Cast Votes	Consolidated Results Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
BON - 029	51	134	180	131	153	81	730	283	283	757	37.38%
BON - 031	50	109	136	125	166	73	659	266	266	814	32.68%
BON - 032	77	196	206	162	218	118	977	387	387	1,090	35.50%
BON - 033	61	136	171	140	186	94	788	346	346	770	44.94%
BON - 034	36	53	63	57	88	29	326	134	134	573	23.39%
BON - 036	14	48	60	43	68	32	265	101	101	370	27.30%
CLA - 006	72	159	169	202	214	83	899	373	373	1,060	35.19%
CLA - 015	61	92	112	99	125	65	554	227	227	612	37.09%
<b>Totals</b>	<b>1,582</b>	<b>3,257</b>	<b>4,232</b>	<b>3,458</b>	<b>4,733</b>	<b>2,114</b>	<b>19,376</b>	<b>7,955</b>	<b>7,955</b>	<b>21,107</b>	<b>37.69%</b>

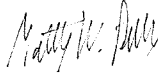
WE, THE BOARD OF ELECTION COMMISSIONERS OF ST. LOUIS COUNTY, MISSOURI, ACTING AS THE VERIFICATION BOARD PURSUANT TO SECTION 115.507, RSMo, HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT ABSTRACT OF VOTES CAST FOR THE CANDIDATES AND ISSUES AT THE GENERAL MUNICIPAL ELECTION HELD IN ST. LOUIS COUNTY, MISSOURI, ON JUNE 2, 2020. IN TESTIMONY WHEREOF, WE HAVE HEREUNTO SET OUR HAND AT OUR OFFICE IN ST. ANN, ST. LOUIS COUNTY, MISSOURI, ON JUNE 12, 2020.



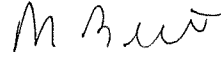
SHARON BUCHANAN-MCCLURE, CHAIR



TRUDI MCCOLLUM FOUSHEE, SECRETARY



MATTHEW W. POTTER, COMMISSIONER



PEGGY BARNHART, COMMISSIONER



# AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI  
COUNTY OF ST. LOUIS

} S.S.

Before the undersigned Notary Public personally appeared **Kathy Travis** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **May 20, 2020** edition and ending with the **May 20, 2020** edition, for a total of 1 publications:

05/20/2020

3510 - M45

### NOTICE OF

### GENERAL MUNICIPAL ELECTION CITY OF KIRKWOOD, MISSOURI

Notice is hereby given that a General Municipal Election will be held in the City Of Kirkwood, St. Louis County, Missouri, on Tuesday, June 2, 2020 between the hours of 6:00 a.m. and 7:00 p.m., CDT, for the purpose of presenting the following ballot to the duly qualified electors of said city.

#### MAYOR

FOUR Year Term  
(Vote for ONE)

TIMOTHY E. GRIFFIN

#### COUNCIL MEMBER

FOUR Year Term  
(Vote for THREE)

JOE (VOGELGESANG) FUCHS

ELLEN Z. EDMAN

MAGGIE DUWE

BOB SEARS

LIZ GIBBONS

SANDY WASHINGTON

**IN WITNESS WHEREOF**, the undersigned composing the Board of Election Commissioners of St. Louis County, Missouri has caused this notice to be signed at the office of said Board in the City of St. Ann, Missouri, on Tuesday, January 28, 2020.

SHARON BUCHANAN-MCCLURE,  
Chairman

TRUDI McCOLLUM FOUSHEE,  
Secretary

MATTHEW W. POTTER, Commissioner

PEGGY BARNHART, Commissioner

Attest: TRUDI McCOLLUM FOUSHEE,  
Secretary

BOARD OF ELECTION COMMISSIONERS  
11886678 County May 20, 2020

*Kathy Travis*

Kathy Travis

Subscribed & sworn before me this 28<sup>th</sup> day of May, 2020  
(SEAL)

*Chanel Jones*

Notary Public

CHANEL JONES  
Notary Public - Notary Seal  
State of Missouri  
Commissioned for St Louis County  
My Commission Expires: August 08, 2022  
Commission Number: 14397721

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI
COUNTY OF ST. LOUIS

} S.S.

Before the undersigned Notary Public personally appeared Kathy Travis on behalf of THE COUNTIAN, ST. LOUIS COUNTY who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the May 27, 2020 edition and ending with the May 27, 2020 edition, for a total of 1 publications:

05/27/2020

3510 - M45

NOTICE OF GENERAL MUNICIPAL ELECTION CITY OF KIRKWOOD, MISSOURI

Notice is hereby given that a General Municipal Election will be held in the City Of Kirkwood, St. Louis County, Missouri, on Tuesday, June 2, 2020 between the hours of 6:00 a.m. and 7:00 p.m., CDT, for the purpose of presenting the following ballot to the duly qualified electors of said city.

MAYOR

FOUR Year Term (Vote for ONE)

[ ] TIMOTHY E. GRIFFIN

COUNCIL MEMBER

FOUR Year Term (Vote for THREE)

[ ] JOE (VOGELGESANG) FUCHS

[ ] ELLEN Z. EDMAN

[ ] MAGGIE DUWE

[ ] BOB SEARS

[ ] LIZ GIBBONS

[ ] SANDY WASHINGTON

SAID ELECTION WILL BE HELD IN THE FOLLOWING POLLING PLACE LOCATIONS:

- GREENTREE COMMUNITY CHURCH
100 Kirkwood Pl
BON005, 023, 024, 036
HOUGH TECHNOLOGY LEARNING CTR
106 N Sappington Rd
BON001, 002, 004, 018
KEYSOR ELEMENTARY SCHOOL
725 N Geyer Rd
BON009, 019 CLA015
KIRKWOOD COMMUNITY CENTER
111 S Geyer Rd
BON007, 008, 012, 022
KIRKWOOD SCHOOL DISTRICT OFFICE
11289 Manchester Rd
BON006, 031, 032 CLA006
OAKBEND BRANCH LIBRARY
842 S Holmes Ave
BON014, 017
ROBINSON ELEMENTARY SCHOOL
803 Couch Ave
BON011, 013, 026, 027, 029, 033, 034

IN WITNESS WHEREOF, the undersigned composing the Board of Election Commissioners of St. Louis County, Missouri has caused this notice

[Handwritten signature of Kathy Travis]

Kathy Travis

Subscribed & sworn before me this 27th day of May, 2020 (SEAL)

[Handwritten signature of Chanel Jones]

Notary Public

CHANEL JONES
Notary Public - Notary Seal
State of Missouri
Commissioned for St Louis County
My Commission Expires: August 08, 2022
Commission Number: 14397721



# AFFIDAVIT OF PUBLICATION

Page 2 of 2

to be signed at the office of said Board  
in the City of St. Ann, Missouri, on  
Tuesday, January 28, 2020.  
SHARON BUCHANAN-MCCLURE,  
Chair  
TRUDI McCOLLUM FOUSHEE,  
Secretary  
MATTHEW W. POTTER, Commissioner  
PEGGY BARNHART, Commissioner  
Attest: TRUDI McCOLLUM FOUSHEE,  
Secretary  
BOARD OF ELECTION COMMISSIONERS  
11888433 County May 27, 2020