



Agenda

City Council Meeting
20 Second Avenue SW, Oelwein
6:00 PM

November 22, 2021
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

Council Members: Matt Weber, Renee Cantrell, Tom Stewart, Lynda Payne, Karen Seeders

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

- [1.](#) Consideration of a motion to approve the minutes of the November 8, 2021 Council meeting
- [2.](#) Consideration of a motion to approve the Claims Resolution in the amount of \$349,397.25
- [3.](#) Consideration of a Class 'B' Ownership Update for Oelwein Chamber and Area Development
- [4.](#) Consideration of a Class 'B' Beer Permit renewal for Oelwein Chamber and Area Development, Inc.
- [5.](#) Consideration of a new Class 'E' Liquor and Sunday Sales permit for PMA Petroleum
- [6.](#) Consideration of a new Cigarette/Tobacco Permit for PMA Petroleum LLC dba Super Mart

Ordinances

- [7.](#) Consideration of an Ordinance granting to ITC MIDWEST LLC, a wholly owned subsidiary of ITC HOLDINGS CORP., its successors and assigns (the "Company"), the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City of Oelwein, Fayette County, Iowa, a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances, quipment and substations for the transmission of electric current and telecommunications along, under and upon the streets, avenues, alleys and public places in the City of Oelwein, Fayette County, Iowa; granting the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City of Oelwein, Fayette County, Iowa, for the period of twenty-five (25) years; and granting the right of eminent domain - Second Reading
- [8.](#) Consideration of an Ordinance Establishing Boundaries for Designated Wards of the City of Oelwein - Second Reading
- [9.](#) Consideration of an Ordinance Amending Section 3-71, Section 3-73, Section 3-78, Section 3-79, Section 3-81 to Modify City Administrator and City Clerk Duties - First Reading

Resolutions

- [10.](#) Consideration of a Resolution to Set Public Hearing on Proposed Vacation and Sale of the Public Right-of-Way located in Oelwein's 6th Addition, Oelwein, Fayette County, Iowa
- [11.](#) Consideration of a Resolution Approving Elimination of Full-Time Firefighter Position
- [12.](#) Consideration of a Resolution Directing the Sale of the City's Interest in 15 5th Avenue SW and 17 5th Avenue SW, Oelwein, Fayette County, Iowa
- [13.](#) Consideration of a Resolution Authorizing an Executive Agreement with AECOM for Engineering and Design Services for Oelwein Municipal Airport (OLZ) in association with the Airport Improvement Program

Motions

- [14.](#) Consideration of a motion to implement the Fire Department Transition Plan

- [15.](#) Consideration of a motion authorizing the Mayor to sign a three year contract for Voice Over IP Phone System with Bergan KDV
- [16.](#) Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2020-2021 TIF Debt Outstanding
- [17.](#) Consideration of a motion authorizing signatures on Contract for Services Between the City of Oelwein and Upper Explorerland Regional Planning Commission re: Revolving Loan Fund
- [18.](#) Consideration of a motion authorizing signatures on Towing Services Contract with Midwest Collision Center, Inc.

Committee Reports

- [19.](#) Report from Payne on November Library Board meeting
- [20.](#) Report from Cantrell on November Park and Recreation Commission meeting

Council Updates

Mayor's Report

City Attorney's Report

City Administrator's Report

- [A.](#) City Administrator's Report

Adjournment

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

City Council Meeting
20 Second Avenue SW, Oelwein
November 08, 2021 - 6:00 PM

Pledge of Allegiance

Call to Order by Mayor Pro Tem Fisk

Roll Call Present: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Also Present: Mulfinger, Rigdon, Dillon
 Absent: Mayor DeVore

Additions or Deletions

A motion was made by Cantrell, seconded by Weber to adopt the Agenda as presented. All voted aye.

Motion Carried

Citizens Public Comments

Paul Ganske, 116 Eastline Road opposes traffic cameras because people know where they're at and will speed in other places.

Consent Agenda

1. Consideration of a motion to approve the minutes of the October 25, 2021 Council Meeting
2. Consideration of a new Class 'C' Liquor and Sunday Sales License for Get R' Fried

A motion was made by Weber, seconded by Stewart to approve the Consent Agenda. All voted aye.

Motion Carried

Public Hearing

3. Public Hearing on proposed adoption of an Ordinance Granting to ITC Midwest LLC, a wholly owned subsidiary of ITC Holdings Corp., a 25-Year Non-Exclusive Electric Transmission Franchise

Mayor Pro Tem Fisk opened the hearing. No comments were received oral or written. Fisk closed the hearing.
4. Public Hearing on Boundaries for Designated Wards of the City of Oelwein

Mayor Pro Tem Fisk opened the hearing. No comments either written or oral were received. City Administrator Mulfinger explained the changes. Fisk closed the hearing.

Ordinances

5. Consideration of an Ordinance granting to ITC MIDWEST LLC, a wholly owned subsidiary of ITC HOLDINGS CORP., its successors and assigns the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City of Oelwein, Fayette County, Iowa, a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances, equipment and substations for the transmission of electric current and telecommunications along, under and upon the streets, avenues, alleys and public places in the City of Oelwein, Fayette County, Iowa; granting the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City of Oelwein, Fayette County, Iowa, for the period of twenty-five (25) years; and granting the right of eminent domain - First Reading

A motion was made by Weber, seconded by Cantrell to adopt the first reading.

Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
Nays: None

Motion Carried

- 6. Consideration of an Ordinance Amending Oelwein Municipal Code Chapter 22 Vehicles and Traffic, Adding Article VII Automatic Traffic Enforcement Sections 22-180 through Section 22-189 - Third and Final Reading
 A motion was made by Payne, seconded by Seeders to adopt Ordinance No. 1194 on the third and final reading.
 Ayes: Seeders, Payne, Fisk, Cantrell
 Nays: Weber, Stewart

Motion Carried

- 7. Consideration of an Ordinance Establishing Boundaries for Designated Wards of the City of Oelwein - First Reading
 A motion was made by Seeders, seconded by Payne to adopt the first reading.
 Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Nays: None

Motion Carried

Resolutions

- 8. Consideration of a Resolution for the Hazard Mitigation Grant Program - Fire Department Generator
 A motion was made by Stewart, seconded by Cantrell to adopt Resolution No. 5314-2021.
 Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Nays: None

Motion Carried

- 9. Consideration of a Resolution Agreeing to apply for Financial Assistance with the United States Department of Agriculture, Rural Development to finance Oelwein Mobile Data and Incident Transparency Project
 A motion was made by Payne, seconded by Weber to adopt Resolution No. 5315-2021.
 Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Nays: None

Motion Carried

- 10. Consideration of a Resolution agreeing to apply for Financial Assistance with the United States Department of Agriculture, Rural Development to finance Oelwein Disaster Response and Coordination
 A motion was made by Cantrell, seconded by Weber to adopt Resolution No. 5316-2021.
 Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Nays: None

Motion Carried

- 11. Consideration of a Resolution Directing the Sale of the City's Interest in 318 7th Street SW, Oelwein, Fayette County, Iowa
 A motion was made by Stewart, seconded by Cantrell to adopt Resolution No. 5317-2021.
 Ayes: Weber, Stewart, Payne, Fisk, Cantrell
 Nays: Seeders

Motion Carried

- 12. Consideration of a Resolution ratifying Amended Development Agreement with Forsyth Management Company LLC
 A motion was made by Cantrell, seconded by Weber to adopt Resolution No. 5318-2021.
 Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell
 Nays: None

Motion Carried

- 13. Consideration of a Resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5319-2021.

Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell

Nays: None

Motion Carried

- 14. Consideration of a Resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to ICE Manufacturing, Inc.

A motion was made by Cantrell, seconded by Weber to adopt Resolution 5320-2021.

Ayes: Weber, Stewart, Seeders, Payne, Fisk, Cantrell

Nays: None

Motion Carried

Motions

- 15. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development re: Demolition Assistance for 323 1st Avenue SE

A motion was made by Seeders, seconded by Cantrell to approve the Planning, Finance, Enterprise and Economic Development Committees recommendation and deny the request for demolition assistance. All voted aye.

Motion Carried

- 16. Consideration of a motion approving signatures on Change Order No. 2 to Summers Enterprises in the amount of \$48,160 for Oelwein 2021 Water Main Improvements Project

A motion was made by Stewart, seconded by Payne to approve signatures. All voted aye.

Motion Carried

- 17. Consideration of a motion authorizing signatures on Task Order No. 2003-20A-1 Oelwein NE Sanitary Sewer Improvements Project with Fox Engineering

A motion was made by Weber, seconded by Cantrell to authorize signatures. All voted aye.

Motion Carried

- 18. Consideration of a motion to make roof repairs on City Hall and the Fire Station in the amount of \$7,165.00

A motion was made by Weber, seconded by Cantrell approving repairs. All voted aye.

Motion Carried

- 19. Consideration of a motion to approve Bergan KDV for work to complete the city phone and internet infrastructure upgrade in the amount of \$31,978.00

A motion was made by Cantrell, seconded by Weber to approve the upgrade. 5 voted aye, 1 (Payne) voted nay.

Motion Carried

- 20. Consideration of a motion approving Maximum Sight and Sound for internet infrastructure and wiring of City Hall, Fire Station and Utilities in the amount of \$25,850.00

A motion was made by Weber, seconded by Stewart to approve the Maximum Sight and Sound for wiring. 5 voted aye, 1 (Payne) voted nay.

Motion Carried

- 21. Consideration of a motion to approve West Union Trenching for work on internet infrastructure and wiring of City Hall, Fire Station and Utility Buildings in the amount of \$12,051.50

A motion was made by Weber, seconded by Stewart to approve West Union Trenching.

5 voted aye, 1 (Payne) voted nay.

Motion Carried

Adjournment

A motion was made by Cantrell, seconded by Weber to adjourn at 6:42 P.M. All voted aye.

Motion Carried

Warren Fisk, Mayor Pro Tem

ATTEST:

Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held November 08, 2021 and copy of said proceedings was furnished to the Register November 9, 2021.

Dylan Mulfinger, City Administrator

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-1100-61810 UNIFORM					
CARDMEMBER SERVICES	8023 JL 2021 1	AMAZON - SHIRTS	11/03/2021	164.12	164.12
CARDMEMBER SERVICES	8023 JL 2021 1	AMAZON - SHIRTS	11/03/2021	26.03	26.03
Total 001-1100-61810 UNIFORM:				190.15	190.15
001-1100-61990 EMPLOYEE PERSONNEL EXPENSE					
BRANDON DEJONG	2021 11 01	MEALS-TRAINING	11/01/2021	39.63	39.63
CARDMEMBER SERVICES	8023 JL 2021 1	TOWNEPLACE SUITES - HOTEL	11/03/2021	275.52	275.52
CARDMEMBER SERVICES	8023 JL 2021 1	PAYPAL GO LAW ENFORCEMEN	11/03/2021	80.00	80.00
CARDMEMBER SERVICES	8023 JL 2021 1	FACEBOOK - JOB ADS	11/03/2021	310.00	310.00
CODI WURZER	2021 11 01 A	REIMBURSEMENT MEALS - AC	11/01/2021	33.30	33.30
CODI WURZER	2021 11 01 B	REIMBURSEMENT MEALS - AC	11/01/2021	22.85	22.85
Total 001-1100-61990 EMPLOYEE PERSONNEL EXPENSE:				761.30	761.30
001-1100-63100 BUILDING					
ACE HARDWARE	A223486	CONCRETE SEALER/CAULK	10/26/2021	149.95	.00
LUMBER RIDGE HOME SOURC	B74024	CONCRETE SEALANT	10/26/2021	54.35	.00
LUMBER RIDGE HOME SOURC	B74026	SEALANT	10/26/2021	45.93	.00
PARMELY CONSTRUCTION	2021 11 03	REMOVE/REPLACE CAULK, RE	11/03/2021	550.00	.00
Total 001-1100-63100 BUILDING:				800.23	.00
001-1100-63310 VEHICLE					
ADVANCED AUTOMOTIVE INC	63549	CAR 10 SERVICED	11/03/2021	40.70	.00
ADVANCED AUTOMOTIVE INC	63556	CAR 9 SERVICED/REPAIRS	11/03/2021	217.87	.00
ARNOLD MOTOR SUPPLY LLP	09NV062530	CAR 9 REPAIRS	11/08/2021	10.95	.00
WEX BANK	75582033	FUEL PURCHASES	10/31/2021	2,089.11	2,089.11
Total 001-1100-63310 VEHICLE:				2,358.63	2,089.11
001-1100-63750 CELLULAR/PAGING					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	43.40	43.40
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	34.98	34.98
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	34.98	34.98
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	34.98	34.98
Total 001-1100-63750 CELLULAR/PAGING:				148.34	148.34
001-1100-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	83.18	83.18
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	817.98	817.98
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	50.36	50.36
Total 001-1100-63810 UTILITIES:				951.52	951.52
001-1100-64090 JANITORIAL					
HORAN CLEANING LLC	1369	MONTHLY PD CLEANING - SEP	10/23/2021	368.00	368.00
LUMBER RIDGE HOME SOURC	A143869	BISSELL SWIVEL REWIND	10/26/2021	184.99	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-1100-64090 JANITORIAL:				552.99	368.00
001-1100-64300 IMPOUND VEHICLE EXPENSES					
MIDWEST COLLISION CENTER I	4385	TOW IMPOUND	10/29/2021	80.00	.00
Total 001-1100-64300 IMPOUND VEHICLE EXPENSES:				80.00	.00
001-1100-64950 CONTRACTS					
COPY SYSTEMS INC	IN428273	COPIER MAINT SUPPORT	11/04/2021	40.56	.00
Total 001-1100-64950 CONTRACTS:				40.56	.00
001-1100-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	0060 BR 2021	USPS - COBRA LETTERS NIEDE	11/03/2021	2.63	2.63
CARDMEMBER SERVICES	8023 JL 2021 1	PLAQUEMAKER - GRANITE PLA	11/03/2021	180.00	180.00
CARDMEMBER SERVICES	8023 JL 2021 1	WRISTBAND CUSTOM - LANYA	11/03/2021	336.97	336.97
KERNS COMPANY INC	139778	LANYARDS	10/20/2021	344.00	.00
OELWEIN PUBLISHING CO	303601275	PN - MOBILE DATA APP TO USD	10/01/2021	10.50	.00
OELWEIN PUBLISHING CO	303601292	PN - DISASTER RESPONSIBILIT	10/01/2021	10.00	.00
Total 001-1100-65060 OFFICE SUPPLIES:				884.10	519.60
001-1100-65102 INVESTIGATION					
US CELLULAR	453072630 202	CAMERA	11/02/2021	8.24	8.24
US CELLULAR	453072630 202	CAMERA	11/02/2021	8.24	8.24
Total 001-1100-65102 INVESTIGATION:				16.48	16.48
001-1100-65130 COMPUTER SUPPLIES					
CARDMEMBER SERVICES	8023 JL 2021 1	AMAZON - SPEAKERS FOR CA	11/03/2021	138.96	138.96
Total 001-1100-65130 COMPUTER SUPPLIES:				138.96	138.96
001-1500-61990 EMPLOYEE PERSONNEL EXPENSE					
TRUE IMAGE SOLUTIONS LLC	20211109_01	FIRE DEPT ASSESSMENT	11/09/2021	4,000.00	.00
Total 001-1500-61990 EMPLOYEE PERSONNEL EXPENSE:				4,000.00	.00
001-1500-63100 BUILDING					
ACE HARDWARE	B86136	MR CLEAN ANITBAC	10/12/2021	7.98	.00
ACE HARDWARE	B86564	LED BULBS	10/20/2021	6.99	.00
KENS ELECTRIC	308003	SERVICE CALL - MOVED FAN C	11/12/2021	934.52	.00
Total 001-1500-63100 BUILDING:				949.49	.00
001-1500-63310 VEHICLE					
FAREWAY STORES INC	5550	GATORADE - KEEP ON TRUCK	10/04/2021	59.78	.00
NATHAN WESTENDORF	2021 10 29	REIMBURSE - GASOLINE DES	10/29/2021	20.00	20.00
NATHAN WESTENDORF	2021 10 29	REIMBURSE - GASOLINE DES	10/29/2021	10.00	10.00
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	257.41	.00
Total 001-1500-63310 VEHICLE:				347.19	30.00
001-1500-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/27/2021	43.59	43.59
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	22.93	22.93

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/20/2021	23.98	23.98
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	109.02	109.02
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	40.08	40.08
Total 001-1500-63810 UTILITIES:				239.60	239.60
001-1500-65041 EQUIPMENT					
ACE HARDWARE	B85883	BATTERIES	10/08/2021	27.98	.00
ACE HARDWARE	B86996	BUBBLE WRAP/PACKING TAPE	10/26/2021	14.58	.00
FELD FIRE	396028-IN	DRY HANGERS/DIVIDER PANEL	11/11/2021	849.00	.00
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	36.53	.00
Total 001-1500-65041 EQUIPMENT:				928.09	.00
001-1700-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	3357 JS 2021 1	UDEMY - 2018 PRACTICE EXAM	11/03/2021	32.09	32.09
CARDMEMBER SERVICES	3357 JS 2021 1	ICC - '21 CODE BOOKS	11/03/2021	145.00	145.00
JOHN DEERE FINANCIAL F.S.B.	2790376	BOOTS - B BARKER	10/28/2021	104.99	104.99
Total 001-1700-61990 EMPLOYEE PERSONNEL EXPENSE:				282.08	282.08
001-1700-63310 VEHICLE					
BIRDNOW MOTOR TRADE	6108464	SERVICED '12 EQUINOX	11/10/2021	48.90	.00
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	150.97	.00
STRANG TIRE CO	105067	REPAIR TIRE/LUG NUTS	11/15/2021	73.50	.00
Total 001-1700-63310 VEHICLE:				273.37	.00
001-1700-63730 COMMUNICATIONS					
GORDON FLESCH COMPANY IN	IN13515785	SERVICE CALL - ADDED PH FO	10/28/2021	290.00	.00
Total 001-1700-63730 COMMUNICATIONS:				290.00	.00
001-1700-63750 CELLULAR/PAGING					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	27.52	27.52
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	30.59	30.59
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	53.40	53.40
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	98.80	98.80
US CELLULAR	453072630 202	TABLET	11/02/2021	76.75	76.75
US CELLULAR	453072630 202	TABLET	11/02/2021	96.79	96.79
Total 001-1700-63750 CELLULAR/PAGING:				383.85	383.85
001-1700-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	OFFICE 365	10/05/2021	24.75	24.75
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	50.00	50.00
CARDMEMBER SERVICES	3357 JS 2021 1	FINTIE - IPAD CASE	11/03/2021	23.99	23.99
KERNS COMPANY INC	139851	BUSINESS CARDS - DBAST	11/11/2021	33.05	.00
STOREY KENWORTHY CORP	PINV943292	PENS/LEGAL PADS/SURGE PR	10/28/2021	42.54	.00
Total 001-1700-65060 OFFICE SUPPLIES:				174.33	98.74
001-1700-65070 SUPPLIES					
APPLIANCE PLUS OF OELWEIN	OELWEIN3805	PHONE CASE/CHARGE CUBE/I	10/27/2021	199.85	.00
Total 001-1700-65070 SUPPLIES:				199.85	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-2510-64110 LEGAL EXPENSE					
DILLON LAW PC	9370	OCTOBER LEGAL SERVICE - AB	11/01/2021	593.54	.00
Total 001-2510-64110 LEGAL EXPENSE:				593.54	.00
001-2800-63100 BUILDING					
HAWKEYE FIRE & SAFETY COM	S1051434	F/E PK 20# PURPLE K ANSUL/S	11/02/2021	2,100.00	.00
LUMBER RIDGE HOME SOURC	C1330	CLEAR SKYLIGHT ROOFING/SI	10/04/2021	88.32	.00
VOLTMER INC	20210035	REPLACE LIGHTS ON WINDCO	10/15/2021	6,067.66	6,067.66
Total 001-2800-63100 BUILDING:				8,255.98	6,067.66
001-2800-63730 COMMUNICATIONS					
AUREON COMMUNICATIONS	0789004155 20	AIRPORT PHONE SERVICE	11/01/2021	31.73	31.73
COMMUNITY DIGITAL WIRELES	0510000374 20	AIRPORT INTERNET SERVICE	11/01/2021	43.95	43.95
Total 001-2800-63730 COMMUNICATIONS:				75.68	75.68
001-2800-63810 UTILITIES					
BLACKHAWK WASTE DISPOSA	04-210985 202	GARBAGE PICKUP	11/01/2021	28.00	.00
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	198.16	198.16
Total 001-2800-63810 UTILITIES:				226.16	198.16
001-2800-64950 CONTRACTS					
TEGELER AVIATION LLC	2021 11 01	NOVEMBER FBO FEE	11/01/2021	2,941.00	.00
Total 001-2800-64950 CONTRACTS:				2,941.00	.00
001-2800-65041 EQUIPMENT					
O'REILLY AUTOMOTIVE STORE	0390-404945	OIL FILTER	11/04/2021	12.57	.00
Total 001-2800-65041 EQUIPMENT:				12.57	.00
001-2800-65060 OFFICE SUPPLIES					
FAREWAY STORES INC	7134	BAGS/CUPS/DISH SOAP/CLEAN	10/22/2021	55.66	.00
Total 001-2800-65060 OFFICE SUPPLIES:				55.66	.00
001-4100-63100 BUILDING					
CARDMEMBER SERVICES	8198 SM 2021	AMAZON - DRAIN CLEANER	11/03/2021	30.56	30.56
IRVINE WATER COND AND PLU	984694 984599	TOILET SEAT/LABOR	10/01/2021	124.98	.00
IRVINE WATER COND AND PLU	984694 984599	SEWER AUGER	10/01/2021	200.00	.00
PLUMB SUPPLY COMPANY	7672540	FURNACE FILTERS	10/21/2021	151.38	.00
ROTO-ROOTER	21-15622	CLEAN SEWER LINE	10/22/2021	335.00	.00
Total 001-4100-63100 BUILDING:				841.92	30.56
001-4100-63730 COMMUNICATIONS					
WINDSTREAM	74270399	LIBRARY PHONE SERVICE	11/01/2021	81.56	81.56
Total 001-4100-63730 COMMUNICATIONS:				81.56	81.56
001-4100-63810 UTILITIES					
ALLIANT ENERGY	5998790000 20	LIBRARY ELECTRIC SERVICE	10/20/2021	1,338.88	1,338.88
ALLIANT ENERGY	5998790000 20	LIBRARY GAS SERVICE	10/20/2021	33.53	33.53
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	483.45	483.45

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	54.61	54.61
Total 001-4100-63810 UTILITIES:				1,910.47	1,910.47
001-4100-64090 JANITORIAL					
OFFICE EXPRESS OFFICE PRO	2021 11 09	PAPER TOWELS/TOILET PAPER	11/09/2021	58.24	.00
Total 001-4100-64090 JANITORIAL:				58.24	.00
001-4100-64092 MOWING SAUR LOT					
SCHMITT CLEANING SERVICES	2370	MOWING - OCTOBER	11/01/2021	57.00	.00
Total 001-4100-64092 MOWING SAUR LOT:				57.00	.00
001-4100-64950 CONTRACTS					
SCHMITT CLEANING SERVICES	2370	CUSTODIAL SERVICES	11/01/2021	1,104.29	.00
Total 001-4100-64950 CONTRACTS:				1,104.29	.00
001-4100-65060 OFFICE SUPPLIES					
DEMCO	7025657	HANGUP BAGS/KEY TAGS	10/18/2021	818.52	.00
SUSAN MACKEN	2021 11 09	POSTAGE	11/09/2021	40.00	.00
UNIQUE MANAGEMENT	606961	COLLECTION SERVICE	11/01/2021	26.85	.00
Total 001-4100-65060 OFFICE SUPPLIES:				885.37	.00
001-4100-65072 BOOKS - ENRICH IOWA					
CARDMEMBER SERVICES	8198 SM 2021	SENSORY MOON - JELLYFISH L	11/03/2021	31.48	31.48
STEWARTSCAPE INC	1402	AUG/SEPT MAINT, FALL CLEAN	11/02/2021	1,040.00	.00
SUSAN MACKEN	2021 11 09	DOLLAR TREE - KITS	11/09/2021	3.00	.00
SUSAN MACKEN	2021 11 09	FAREWAY - JELLYFISH TANK	11/09/2021	7.93	.00
Total 001-4100-65072 BOOKS - ENRICH IOWA:				1,082.41	31.48
001-4100-65077 PASSPORT EXPENSES					
SUSAN MACKEN	2021 11 09	PASSPORTS	11/09/2021	43.50	.00
Total 001-4100-65077 PASSPORT EXPENSES:				43.50	.00
001-4100-65220 BOOKS,FILM,CD'S,ETC					
ADVANTAGE ARCHIVES LLC	30404	CONVERSION & UPDATE, FAY	11/09/2021	650.00	.00
BAKER & TAYLOR	L5050572 2021	BOOKS	10/31/2021	1,445.41	.00
BAKER & TAYLOR	L5050572 2021	JUVENILE BOOKS	10/31/2021	241.07	.00
BAKER & TAYLOR	L5050572 2021	CD BOOKS	10/31/2021	162.21	.00
CARDMEMBER SERVICES	8198 SM 2021	AMAZON - MOVIES	11/03/2021	199.80	199.80
CARDMEMBER SERVICES	8198 SM 2021	AMAZON - BOOKS	11/03/2021	74.69	74.69
COOK'S COUNTRY	59516443 2021	MAG SUBS RENEWAL	10/13/2021	31.75	.00
Total 001-4100-65220 BOOKS,FILM,CD'S,ETC:				2,804.93	274.49
001-4300-61990 EMPLOYEE PERSONNEL EXPENSE					
FAYETTE CO EXTENSION	2021 10 28	OT/MOSQUITO TRAINING	10/28/2021	70.00	.00
Total 001-4300-61990 EMPLOYEE PERSONNEL EXPENSE:				70.00	.00
001-4300-63200 BUILDING					
KENS ELECTRIC	305967	UPGRADE ELEC SERVICE CITY	10/20/2021	10,000.00	10,000.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-4300-63200 BUILDING:				10,000.00	10,000.00
001-4300-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	389.26	.00
Total 001-4300-63310 VEHICLE:				389.26	.00
001-4300-63730 COMMUNICATIONS					
AUREON COMMUNICATIONS	0789004155 20	PARKS PHONE SERVICE	11/01/2021	62.03	62.03
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	82.35	82.35
Total 001-4300-63730 COMMUNICATIONS:				144.38	144.38
001-4300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/27/2021	121.49	121.49
OELWEIN CITY WATER	2021 10 22	WATER/SEWER SERVICE	10/22/2021	29.89	29.89
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	34.57	34.57
Total 001-4300-63810 UTILITIES:				185.95	185.95
001-4300-64090 RESTROOM/SHELTER CLEANING					
HORAN CLEANING LLC	1369	MONTHLY CLEANING PARKS -	10/23/2021	776.39	776.39
Total 001-4300-64090 RESTROOM/SHELTER CLEANING:				776.39	776.39
001-4300-65041 EQUIPMENT					
JOHN DEERE FINANCIAL F.S.B.	P22070	PTO CLUTCH	10/19/2021	461.79	461.79
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	1,385.33	.00
Total 001-4300-65041 EQUIPMENT:				1,847.12	461.79
001-4300-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	8023 JJ 2021 1	GODADDY - DOMAIN RENEWAL	11/03/2021	59.33	59.33
OELWEIN PUBLISHING CO	303608921	ORD # 1193 PARK & REC 5 MEM	10/15/2021	39.00	.00
OELWEIN PUBLISHING CO	303609226--30	HELP WANTED ADS - PARKS AS	10/19/2021	305.08	.00
Total 001-4300-65060 OFFICE SUPPLIES:				403.41	59.33
001-4300-65070 SUPPLIES					
ACE HARDWARE	A222796	LUBRICANT SLCN SPRY	10/18/2021	6.59	.00
ACE HARDWARE	B86717	UTILITY TUB	10/22/2021	15.99	.00
ACE HARDWARE	B86735	FILE MILL	10/22/2021	7.99	.00
ACE HARDWARE	B86911	LEATHER GLOVES/GREASE	10/25/2021	31.96	.00
ACE HARDWARE	B87007	PADLOCK/HASP SWVL TPLS/FA	10/27/2021	27.97	.00
ALL FLAGS LLC	2021 10 20	FLAGS	10/20/2021	191.98	.00
CARDMEMBER SERVICES	8023 JJ 2021 1	AMAZON - INDOOR/OUTDOOR	11/03/2021	68.85	68.85
LUMBER RIDGE HOME SOURC	A142772	NUTS/BOLTS - DISC GOLF	10/01/2021	34.96	.00
LUMBER RIDGE HOME SOURC	A142948	QUIKRETE GRAVEL MIX - DISC	10/05/2021	78.73	.00
Total 001-4300-65070 SUPPLIES:				465.02	68.85
001-4320-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	INTERNET - CAMPGROUND	11/02/2021	79.90	79.90
Total 001-4320-63730 COMMUNICATIONS:				79.90	79.90

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-4320-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/20/2021	748.92	748.92
OELWEIN CITY WATER	2021 10 22	WATER/SEWER SERVICE	10/22/2021	255.27	255.27
Total 001-4320-63810 UTILITIES:				1,004.19	1,004.19
001-4320-65070 SUPPLIES					
ACE HARDWARE	B86565	ANTIFREEZE	10/20/2021	16.00	.00
Total 001-4320-65070 SUPPLIES:				16.00	.00
001-4400-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	46.36	.00
Total 001-4400-63310 VEHICLE:				46.36	.00
001-4400-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	49.39	49.39
Total 001-4400-63730 COMMUNICATIONS:				49.39	49.39
001-4400-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/20/2021	43.28	43.28
Total 001-4400-63810 UTILITIES:				43.28	43.28
001-4400-65220 ADULT SOFTBALL					
CARDMEMBER SERVICES	3397 JR 2021 1	AMAZON - YELLOW BASE PLUG	11/03/2021	39.66	39.66
COVENANT MEDICAL CENTER I	2211130	OCTOBER REC PROGRAM WA	11/16/2021	134.55	.00
Total 001-4400-65220 ADULT SOFTBALL:				174.21	39.66
001-4400-65260 VOLLEYBALL					
COVENANT MEDICAL CENTER I	2211130	OCTOBER REC PROGRAM WA	11/16/2021	403.65	.00
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	23.00	23.00
Total 001-4400-65260 VOLLEYBALL:				426.65	23.00
001-4400-65270 LITTLE LEAGUE					
CARDMEMBER SERVICES	3397 JR 2021 1	AMAZON - YELLOW BASE PLUG	11/03/2021	150.56	150.56
Total 001-4400-65270 LITTLE LEAGUE:				150.56	150.56
001-4400-65280 FLAG FOOTBALL					
COVENANT MEDICAL CENTER I	2211130	OCTOBER REC PROGRAM WA	11/16/2021	583.05	.00
JOHN DEERE FINANCIAL F.S.B.	2786530	TOTE 18 GAL	10/15/2021	9.00	9.00
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	37.00	37.00
Total 001-4400-65280 FLAG FOOTBALL:				629.05	46.00
001-4400-65290 SOCCER					
COVENANT MEDICAL CENTER I	2211130	OCTOBER REC PROGRAM WA	11/16/2021	403.65	.00
JOHN DEERE FINANCIAL F.S.B.	2786530	TOTE 18 GAL	10/15/2021	8.99	8.99
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	13.00	13.00
Total 001-4400-65290 SOCCER:				425.64	21.99

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-4400-65380 DODGEBALL					
CARDMEMBER SERVICES	3397 JR 2021 1	AMAZON - DODGEBALLS	11/03/2021	53.49	53.49
COVENANT MEDICAL CENTER I	2211130	OCTOBER REC PROGRAM WA	11/16/2021	134.55	.00
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	1.00	1.00
Total 001-4400-65380 DODGEBALL:				189.04	54.49
001-4410-65070 SUPPLIES					
ACE HARDWARE	B85795	ANTIFREEZE	10/07/2021	100.00	.00
JOHN DEERE FINANCIAL F.S.B.	2789766	ANTI-FREEZE	10/26/2021	32.28	32.28
Total 001-4410-65070 SUPPLIES:				132.28	32.28
001-4500-63100 BUILDING					
IOWA PRISON INDUSTRIES	030681	SIGNS - LOT SIGNS CEMETERY	10/29/2021	947.70	.00
Total 001-4500-63100 BUILDING:				947.70	.00
001-4500-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	20.34	20.34
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	48.31	48.31
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	105.92	105.92
Total 001-4500-63810 UTILITIES:				174.57	174.57
001-4500-65041 EQUIPMENT					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	2,137.81	.00
Total 001-4500-65041 EQUIPMENT:				2,137.81	.00
001-4500-65070 SUPPLIES					
ACE HARDWARE	B86083	DIGITAL MULTIMETER	10/12/2021	26.99	.00
ACE HARDWARE	B86084	batteries	10/12/2021	6.99	.00
ALL FLAGS LLC	2021 10 20	FLAGS	10/20/2021	191.97	.00
JOHN DEERE FINANCIAL F.S.B.	2790442	CLEVIS SLIP HOOK/QUICK LINK	10/29/2021	8.97	8.97
Total 001-4500-65070 SUPPLIES:				234.92	8.97
001-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2021 11 01	REIMBURSE IA EMPLOY CONF I	11/01/2021	99.15	99.15
CARDMEMBER SERVICES	0060 BR 2021	GETMEREREGISTERED - IA EEMPL	11/03/2021	118.56	118.56
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - IMFOA '	11/03/2021	41.66	41.66
CARDMEMBER SERVICES	0060 BR 2021	PRAIRIE MEADOWS - HOTEL IA	11/03/2021	41.44	41.44
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - BUDGE	11/03/2021	16.66	16.66
CARDMEMBER SERVICES	8557 DM 2021	IA LEAGUE OF CITIES - BUDGE	11/03/2021	50.00	50.00
HOLIDAY INN-AIRPORT	94703	LODGING-BARB IMFOA	10/25/2021	74.66	74.66
ROTARY CLUB OF OELWEIN	13	4TH QTR DUES - DYLAN	11/15/2021	125.00	.00
Total 001-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				567.13	442.13
001-6200-63100 BUILDING					
ACE HARDWARE	B86563	LED BULBS - CITY HALL FRONT	10/20/2021	4.66	.00
ACE HARDWARE	B86606	SUPPLIES - BATHROOM	10/20/2021	23.47	.00
ACE HARDWARE	B86952	FLASHLIGHT/HEATER	10/26/2021	22.99	.00
LUMBER RIDGE HOME SOURC	B73888	TOWEL BAR/SHELVING UNIT - B	10/21/2021	36.48	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-6200-63100 BUILDING:				87.60	.00
001-6200-63310 VEHICLE					
ARNOLD MOTOR SUPPLY LLP	09NV062101	WIPER BLADES	11/01/2021	22.18	.00
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	30.38	.00
Total 001-6200-63310 VEHICLE:				52.56	.00
001-6200-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	66.73	66.73
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	39.52	39.52
Total 001-6200-63730 COMMUNICATIONS:				106.25	106.25
001-6200-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	46.72	46.72
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	41.68	41.68
Total 001-6200-63810 UTILITIES:				88.40	88.40
001-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	43564	COMPLETION - AUDITY FIELD	10/31/2021	752.50	.00
Total 001-6200-64010 AUDIT:				752.50	.00
001-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1369	MONTHLY CITY HALL CLEANIN	10/23/2021	92.00	92.00
Total 001-6200-64090 JANITORIAL:				92.00	92.00
001-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	9371	OCTOBER LEGAL SERVICE	11/01/2021	785.95	.00
LYNCH DALLAS PC	192000	LEGAL/PROFESSIONAL FEES	11/05/2021	262.33	.00
Total 001-6200-64110 LEGAL EXPENSE:				1,048.28	.00
001-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303601423	SEPT 27 MINUTES & AUGUST R	10/02/2021	99.00	.00
OELWEIN PUBLISHING CO	303601425	SEPTEMBER CLAIMS	10/02/2021	104.40	.00
OELWEIN PUBLISHING CO	303608714	2021 ANNUAL FINANCIAL REPO	10/12/2021	90.69	.00
OELWEIN PUBLISHING CO	303608922	OCT 11 MINUTES	10/15/2021	50.40	.00
OELWEIN PUBLISHING CO	303616222	HELP WANTED ADS - DEPUTY	10/30/2021	27.62	.00
OELWEIN PUBLISHING CO	303616223	OCTOBER CLAIMS	10/30/2021	105.75	.00
OELWEIN PUBLISHING CO	303616224	OCT 25 MINUTES	10/30/2021	58.50	.00
Total 001-6200-64140 LEGAL PUBLICATION:				536.36	.00
001-6200-64200 ELECTION					
FAYETTE CO AUDITOR	2021 11 02	CITY ELECTION EXPENSES	11/02/2021	1,751.54	.00
Total 001-6200-64200 ELECTION:				1,751.54	.00
001-6200-64950 CONTRACTS					
FUSION FORWARD LLC	6141	NOVEMBER 2021 MARKETING/	10/04/2021	1,300.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-6200-64950 CONTRACTS:				1,300.00	.00
001-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	OFFICE 365	10/05/2021	13.75	13.75
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	33.33	33.33
BERGANKDV TECHNOLOGY &	CW111752	HOSTED EXCHANGE	10/05/2021	26.66	26.66
BERGANKDV TECHNOLOGY &	CW111864	EMAIL SECURITY	10/05/2021	38.00	38.00
BERGANKDV TECHNOLOGY &	CW111874	WEBROOT	10/05/2021	34.00	34.00
COPY SYSTEMS INC	IN428392	COPIER MAINT SUPPORT	11/05/2021	11.22	.00
KERNS COMPANY INC	139765	LANYARDS	10/20/2021	115.66	.00
LINSTAR INC	103941	EMPLOYEE ID CARDS	10/15/2021	7.20	.00
LINSTAR INC	104224	EMPLOYEE ID CARDS	10/28/2021	4.26	.00
STOREY KENWORTHY CORP	PINV938503	DESK CALENDAR REFILL	10/11/2021	.92	.00
STOREY KENWORTHY CORP	PINV942707	PLASTIC KNIVES/NAPKINS	10/26/2021	37.41	.00
Total 001-6200-65060 OFFICE SUPPLIES:				322.41	145.74
001-6200-67990 CAPITAL OUTLAY					
OVERHEAD DOOR COMPANY O	28960	OVERHEAD DOOR OPENERS -	10/28/2021	856.66	.00
Total 001-6200-67990 CAPITAL OUTLAY:				856.66	.00
110-2100-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	1,160.61	.00
Total 110-2100-63310 VEHICLE:				1,160.61	.00
110-2100-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	00116348 2021	STREETS INTERNET SERVICE	10/28/2021	74.49	74.49
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	43.40	43.40
Total 110-2100-63730 COMMUNICATIONS:				117.89	117.89
110-2100-63810 UTILITIES					
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	35.63	35.63
Total 110-2100-63810 UTILITIES:				35.63	35.63
110-2100-64950 CONTRACTS					
DORSEY & WHITNEY LLP	3704190	LEGAL SERVICES - OUTER RO	11/05/2021	2,780.00	.00
ORIGIN DESIGN CO	76412	PROJ 20199 FEASIBILITY STUD	10/31/2021	4,220.75	.00
Total 110-2100-64950 CONTRACTS:				7,000.75	.00
110-2100-65041 EQUIPMENT					
DONS TRUCK SALES INC	529241	DIMMER SWITCH	11/02/2021	39.39	.00
JOHN DEERE FINANCIAL F.S.B.	P22304	HOSE REPAIR	10/21/2021	19.59	19.59
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	2,613.31	.00
SUPERIOR WELDING SUPPLY	1002829	NOZZLES	10/26/2021	49.13	.00
TITAN MACHINERY INC	16330903 GP	DOOR LATCH - CASE BACKHOE	11/09/2021	72.65	.00
Total 110-2100-65041 EQUIPMENT:				2,794.07	19.59
110-2100-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	12.50	12.50
BERGANKDV TECHNOLOGY &	CW113232	CLOUD CONT DESKTOP	11/05/2021	24.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
COPY SYSTEMS INC	IN428392	COPIER MAINT SUPPORT	11/05/2021	11.23	.00
Total 110-2100-65060 OFFICE SUPPLIES:				47.73	12.50
110-2100-65070 SUPPLIES					
ACE HARDWARE	A222371	PRIMER/PAINT BRUSH	10/13/2021	81.66	.00
ACE HARDWARE	B85814	HEAT TAPE	10/07/2021	4.59	.00
ACE HARDWARE	B86518	PAINT SUPPLIES/SHOVELS	10/19/2021	60.84	.00
JOHN DEERE FINANCIAL F.S.B.	2785378	WELDING ROD	10/11/2021	15.99	15.99
JOHN DEERE FINANCIAL F.S.B.	2790514	ZIP TIES/GRINDING DISCS/SHA	10/29/2021	62.58	62.58
JOHN DEERE FINANCIAL F.S.B.	2793665	NUTS & BOLTS/SHOP TOWELS/	11/08/2021	119.77	119.77
LUMBER RIDGE HOME SOURC	A142939	PROPANE	10/05/2021	10.82	.00
OFFICE TOWNE INC	118286	INK CARTRIDGES	10/26/2021	58.03	.00
SUPERIOR WELDING SUPPLY	262069	OXYGEN	10/12/2021	52.47	.00
Total 110-2100-65070 SUPPLIES:				466.75	198.34
110-2100-67990 CAPITAL OUTLAY					
MILLER'S CONSTRUCTION INC	1439	CONCRETE STREET CURB - NE	11/09/2021	8,553.50	.00
Total 110-2100-67990 CAPITAL OUTLAY:				8,553.50	.00
110-2300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/27/2021	384.04	384.04
ALLIANT ENERGY	0106966292 20	ELEC SERVICE - DD 17 1/2 2nd	10/27/2021	8,545.67	8,545.67
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	53.85	53.85
Total 110-2300-63810 UTILITIES:				8,983.56	8,983.56
110-2300-65041 EQUIPMENT					
ACE HARDWARE	A222289	DRILL BITS	10/12/2021	45.99	.00
ACE HARDWARE	B86085	WIRE CONNECTORS	10/12/2021	16.99	.00
Total 110-2300-65041 EQUIPMENT:				62.98	.00
110-2400-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	122.21	122.21
Total 110-2400-63810 UTILITIES:				122.21	122.21
110-2700-65041 EQUIPMENT					
MARTIN EQUIPMENT OF ILLINO	404643	HORN	11/11/2021	63.31	.00
ZARNOTH BRUSH WORKS INC	187120-IN	VALVE/FITTING/WASHER	11/03/2021	89.30	.00
Total 110-2700-65041 EQUIPMENT:				152.61	.00
110-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	43564	COMPLETION - AUDITY FIELD	10/31/2021	430.00	.00
Total 110-6200-64010 AUDIT:				430.00	.00
112-3820-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	61.03	61.03
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	68.29	.00
Total 112-3820-61500 MEDICAL-HEALTH:				129.32	61.03

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
112-3820-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	3,062.67	.00
Total 112-3820-61600 WORKMENS COMPENSATION:				3,062.67	.00
112-3820-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	465.32	465.32
Total 112-3820-61700 UNEMPLOYMENT:				465.32	465.32
112-3820-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2021 10 22	OCTOBER 22 MEDICAL CLAIM	10/22/2021	834.43	834.43
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	107.13	107.13
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	77.65	77.65
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	192.88	192.88
Total 112-3820-61840 CLAIMS-SIDE FUND:				1,212.09	1,212.09
112-3830-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	31.85	31.85
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	30.96	.00
Total 112-3830-61500 MEDICAL-HEALTH:				62.81	31.85
112-3830-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	3.34	.00
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	1,795.29	.00
Total 112-3830-61600 WORKMENS COMPENSATION:				1,798.63	.00
112-3830-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	225.49	225.49
Total 112-3830-61700 UNEMPLOYMENT:				225.49	225.49
112-3830-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2021 10 22	OCTOBER 22 MEDICAL CLAIM	10/22/2021	27.62	27.62
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	53.14	53.14
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	407.57	407.57
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	158.16	158.16
Total 112-3830-61840 CLAIMS-SIDE FUND:				646.49	646.49
112-3840-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	30.07	30.07
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	30.07	.00
Total 112-3840-61500 MEDICAL-HEALTH:				60.14	30.07
112-3840-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	1,055.60	.00
Total 112-3840-61600 WORKMENS COMPENSATION:				1,055.60	.00
112-3840-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	1,110.89	1,110.89

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 112-3840-61700 UNEMPLOYMENT:				1,110.89	1,110.89
112-3840-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	26.60	26.60
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	1,890.22	1,890.22
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	838.79	838.79
Total 112-3840-61840 CLAIMS-SIDE FUND:				2,755.61	2,755.61
112-3860-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	18.22	18.22
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	30.96	.00
Total 112-3860-61500 MEDICAL-HEALTH:				49.18	18.22
112-3860-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	48.69	.00
Total 112-3860-61600 WORKMENS COMPENSATION:				48.69	.00
112-3860-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	161.65	161.65
Total 112-3860-61700 UNEMPLOYMENT:				161.65	161.65
112-3860-61840 CLAIMS-SIDE FUND Q HRA FEE					
ADVANTAGE ADMINISTRATORS	2021 10 22	OCTOBER 22 MEDICAL CLAIM	10/22/2021	10.55	10.55
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	8.65	8.65
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	6.10	6.10
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	23.92	23.92
Total 112-3860-61840 CLAIMS-SIDE FUND Q HRA FEE:				49.22	49.22
112-3860-64990 EMPLOYEE BENEFITS CONSULTING					
TASC	IN2184555	ACA EMP REPORTING ADM FE	11/01/2021	84.00	84.00
Total 112-3860-64990 EMPLOYEE BENEFITS CONSULTING:				84.00	84.00
113-3900-61840 FLEX SPENDING					
ADVANTAGE ADMINISTRATORS	2021 10 28	PAYROLL DEDUCTION FLEX SP	10/28/2021	714.38	714.38
ADVANTAGE ADMINISTRATORS	2021 10 28	PAYROLL DEDUCTION FLEX SP	10/28/2021	714.38	714.38
Total 113-3900-61840 FLEX SPENDING:				1,428.76	1,428.76
122-5210-64132 TOURISM					
WILLIAMS CENTER FOR THE A	2021 10	CONTRIBUTION - SIMPLY QUEE	10/27/2021	1,500.00	1,500.00
Total 122-5210-64132 TOURISM:				1,500.00	1,500.00
123-4410-67990 PARK CAPITAL					
KENS ELECTRIC	305967	UPGRADE ELEC SERVICE CITY	10/20/2021	14,850.00	14,850.00
Total 123-4410-67990 PARK CAPITAL:				14,850.00	14,850.00
160-1710-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	150.97	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 160-1710-63310 VEHICLE:				150.97	.00
160-1710-63750 CELLULAR/PAGING					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	27.50	27.50
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	30.59	30.59
US CELLULAR	453072630 202	TABLET	11/02/2021	66.75	66.75
Total 160-1710-63750 CELLULAR/PAGING:				124.84	124.84
160-1710-64080 INSURANCE-LIABILITY					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	106.69	.00
Total 160-1710-64080 INSURANCE-LIABILITY:				106.69	.00
160-1710-65060 OFFICE SUPPLIES					
OELWEIN PUBLISHING CO	2021 10 06 CM	CREDIT SALES TAX - BUSINES	10/06/2021	1.75-	.00
STOREY KENWORTHY CORP	PINV943292	PENS/LEGAL PADS/SURGE PR	10/28/2021	42.53	.00
Total 160-1710-65060 OFFICE SUPPLIES:				40.78	.00
160-1710-65070 SUPPLIES					
CARDMEMBER SERVICES	3357 JS 2021 1	FINTIE - IPAD CASE	11/03/2021	23.99	23.99
Total 160-1710-65070 SUPPLIES:				23.99	23.99
160-5030-67901 HOMES FOR IOWA					
ALLIANT ENERGY	1199211000 20	ELEC/GAS SERVICE 318 7TH S	11/08/2021	64.50	64.50
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	49.27	49.27
Total 160-5030-67901 HOMES FOR IOWA:				113.77	113.77
160-5200-64010 AUDIT					
T P ANDERSON & COMPANY PC	43564	COMPLETION - AUDITY FIELD	10/31/2021	537.50	.00
Total 160-5200-64010 AUDIT:				537.50	.00
160-5200-64110 LEGAL EXPENSE					
DILLON LAW PC	9371	OCTOBER LEGAL SERVICE	11/01/2021	523.97	.00
SPEER FINANCIAL INC	2021 11 11	LEGAL SERVICES TIF REPOR	11/11/2021	400.00	.00
Total 160-5200-64110 LEGAL EXPENSE:				923.97	.00
160-5200-64133 TOURISM					
ALLIANT ENERGY	8100421000 20	ELECTRIC SERVICE	11/08/2021	23.42	23.42
Total 160-5200-64133 TOURISM:				23.42	23.42
160-5200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303601423	SEPT 27 MINUTES & AUGUST R	10/02/2021	33.00	.00
OELWEIN PUBLISHING CO	303601425	SEPTEMBER CLAIMS	10/02/2021	34.80	.00
OELWEIN PUBLISHING CO	303608714	2021 ANNUAL FINANCIAL REPO	10/12/2021	30.23	.00
OELWEIN PUBLISHING CO	303608922	OCT 11 MINUTES	10/15/2021	16.80	.00
OELWEIN PUBLISHING CO	303616223	OCTOBER CLAIMS	10/30/2021	35.25	.00
OELWEIN PUBLISHING CO	303616224	OCT 25 MINUTES	10/30/2021	19.50	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 160-5200-64140 LEGAL PUBLICATION:				169.58	.00
160-5200-64904 JUNK HOUSE REMOVAL					
FAYETTE CO TREASURER	1816459009 20	PROPERTY TAXES 9 6TH ST NE	11/03/2021	193.00	193.00
HOMETOWN PEST CONTROL	77716	PEST CONTROL SERVICES 23 2	10/25/2021	50.72	.00
Total 160-5200-64904 JUNK HOUSE REMOVAL:				243.72	193.00
160-5200-65060 OFFICE SUPPLIES					
COPY SYSTEMS INC	IN428392	COPIER MAINT SUPPORT	11/05/2021	11.22	.00
Total 160-5200-65060 OFFICE SUPPLIES:				11.22	.00
161-5225-64030 ADMINISTRATIVE COSTS					
UPPER EXPLORERLAND	FY21359	OCTOBER 2021 ADMIN COSTS I	10/31/2021	1,229.32	.00
Total 161-5225-64030 ADMINISTRATIVE COSTS:				1,229.32	.00
161-5225-64031 IRP LOAN 3 PYMNT					
USDA RURAL DEVELOPMENT	2021 10 15	IRP LOAN # 3 PAYMENT 61-04	10/15/2021	3,725.25	3,725.25
Total 161-5225-64031 IRP LOAN 3 PYMNT:				3,725.25	3,725.25
161-5225-68510 IRP LOAN 2 PYMNT					
USDA RURAL DEVELOPMENT	2021 10 08	IRP LOAN #2 PAYMENT 61-03	10/08/2021	21,225.00	21,225.00
Total 161-5225-68510 IRP LOAN 2 PYMNT:				21,225.00	21,225.00
167-1500-65041 EQUIPMENT					
IOWA FIREFIGHTERS ASSOCIA	5685	IFA MEMBERSHIP	10/01/2021	884.00	.00
IOWA FIREFIGHTERS ASSOCIA	6328	MUTUAL AID DUES	10/01/2021	520.00	.00
Total 167-1500-65041 EQUIPMENT:				1,404.00	.00
177-1100-65150 FORFEITURES					
KERNS COMPANY INC	139810	CAN INSULATORS	10/27/2021	219.68	.00
Total 177-1100-65150 FORFEITURES:				219.68	.00
307-4300-64950 CONTRACTS					
FEHR GRAHAM ENGINEERING	103831	PROJECT 19-1124 SEGMENT 1	10/31/2021	1,315.50	.00
FEHR GRAHAM ENGINEERING	103832	PROJECT 21-931 SEGMENT 3 T	10/31/2021	960.00	.00
Total 307-4300-64950 CONTRACTS:				2,275.50	.00
385-8125-64070 CONTRACTS, ENGINEERS					
UPPER EXPLORERLAND	FY21369	CDBG - WATER/SEWER #19-WS	10/31/2021	685.37	.00
Total 385-8125-64070 CONTRACTS, ENGINEERS:				685.37	.00
385-8125-67850 CONSTRUCTION					
SUMMERS ENTERPRISE INC	2021 10 25	PAY REQ # 2 OELWEIN '21 WAT	10/25/2021	40,418.70	40,418.70
Total 385-8125-67850 CONSTRUCTION:				40,418.70	40,418.70

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
387-7560-64070 CONTRACTS, ENGINEERING					
DORSEY & WHITNEY LLP	3704190	LEGAL SERVICES - WINGS EAS	11/05/2021	12,220.00	.00
Total 387-7560-64070 CONTRACTS, ENGINEERING:				12,220.00	.00
600-6200-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	31.85	31.85
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	31.85	.00
Total 600-6200-61500 MEDICAL-HEALTH:				63.70	31.85
600-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	745.54	.00
Total 600-6200-61600 WORKMENS COMPENSATION:				745.54	.00
600-6200-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	443.04	443.04
Total 600-6200-61700 UNEMPLOYMENT:				443.04	443.04
600-6200-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2021 10 22	OCTOBER 22 MEDICAL CLAIM	10/22/2021	20.32	20.32
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	1,536.23	1,536.23
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	46.12	46.12
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	491.75	491.75
Total 600-6200-61840 CLAIMS-SIDE FUND:				2,094.42	2,094.42
600-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2021 11 01	REIMBURSE IA EMPLOY CONF I	11/01/2021	99.16	99.16
CARDMEMBER SERVICES	0060 BR 2021	GETMEREREGISTERED - IA EEMPL	11/03/2021	118.57	118.57
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - IMFOA'	11/03/2021	41.67	41.67
CARDMEMBER SERVICES	0060 BR 2021	PRAIRIE MEADOWS - HOTEL IA	11/03/2021	41.44	41.44
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - BUDGE	11/03/2021	16.67	16.67
HOLIDAY INN-AIRPORT	94703	LODGING-BARB IMFOA	10/25/2021	74.67	74.67
IOWA RURAL WATER ASSOC	2021 11	ANNUAL MEMBERSHIP DUES J	11/10/2021	375.00	.00
Total 600-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				767.18	392.18
600-6200-63100 BUILDING					
ACE HARDWARE	B86563	LED BULBS - CITY HALL FRONT	10/20/2021	4.66	.00
ACE HARDWARE	B86606	SUPPLIES - BATHROOM	10/20/2021	23.48	.00
ACE HARDWARE	B86952	FLASHLIGHT/HEATER	10/26/2021	22.99	.00
LUMBER RIDGE HOME SOURC	B73888	TOWEL BAR/SHELVING UNIT - B	10/21/2021	36.49	.00
Total 600-6200-63100 BUILDING:				87.62	.00
600-6200-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	29.64	29.64
Total 600-6200-63730 COMMUNICATIONS:				29.64	29.64
600-6200-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	77.87	77.87
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	31.26	31.26

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 600-6200-63810 UTILITIES:				109.13	109.13
600-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	43564	COMPLETION - AUDITY FIELD	10/31/2021	215.00	.00
Total 600-6200-64010 AUDIT:				215.00	.00
600-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1369	MONTHLY CITY HALL CLEANIN	10/23/2021	92.00	92.00
Total 600-6200-64090 JANITORIAL:				92.00	92.00
600-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	9371	OCTOBER LEGAL SERVICE	11/01/2021	654.96	.00
LYNCH DALLAS PC	192000	LEGAL/PROFESSIONAL FEES	11/05/2021	262.33	.00
Total 600-6200-64110 LEGAL EXPENSE:				917.29	.00
600-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303601423	SEPT 27 MINUTES & AUGUST R	10/02/2021	44.00	.00
OELWEIN PUBLISHING CO	303601425	SEPTEMBER CLAIMS	10/02/2021	46.40	.00
OELWEIN PUBLISHING CO	303608714	2021 ANNUAL FINANCIAL REPO	10/12/2021	40.31	.00
OELWEIN PUBLISHING CO	303608922	OCT 11 MINUTES	10/15/2021	22.40	.00
OELWEIN PUBLISHING CO	303616222	HELP WANTED ADS - DEPUTY	10/30/2021	27.63	.00
OELWEIN PUBLISHING CO	303616223	OCTOBER CLAIMS	10/30/2021	47.00	.00
OELWEIN PUBLISHING CO	303616224	OCT 25 MINUTES	10/30/2021	26.00	.00
Total 600-6200-64140 LEGAL PUBLICATION:				253.74	.00
600-6200-64182 WATER EXCISE TAX					
TREASURER STATE OF IOWA	1-33-809659 2	OCTOBER WET TAX	10/31/2021	5,263.00	5,263.00
Total 600-6200-64182 WATER EXCISE TAX:				5,263.00	5,263.00
600-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	OFFICE 365	10/05/2021	13.75	13.75
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	33.33	33.33
BERGANKDV TECHNOLOGY &	CW111752	HOSTED EXCHANGE	10/05/2021	26.67	26.67
BERGANKDV TECHNOLOGY &	CW111864	EMAIL SECURITY	10/05/2021	38.00	38.00
BERGANKDV TECHNOLOGY &	CW111874	WEBROOT	10/05/2021	34.00	34.00
CARDMEMBER SERVICES	0060 BR 2021	USPS - COBRA LETTERS STEW	11/03/2021	2.63	2.63
COPY SYSTEMS INC	IN428392	COPIER MAINT SUPPORT	11/05/2021	11.22	.00
FIDELITY BANK & TRUST	2021 10 28	PSN MONTHLY FEE-CR CARD/D	10/28/2021	27.45	27.45
KERNS COMPANY INC	139765	LANYARDS	10/20/2021	115.67	.00
LINSTAR INC	103941	EMPLOYEE ID CARDS	10/15/2021	7.20	.00
LINSTAR INC	104224	EMPLOYEE ID CARDS	10/28/2021	4.27	.00
STOREY KENWORTHY CORP	PINV938503	DESK CALENDAR REFILL	10/11/2021	.92	.00
STOREY KENWORTHY CORP	PINV942707	PLASTIC KNIVES/NAPKINS	10/26/2021	37.41	.00
U S POST OFFICE	1056 2021 10	WATER BILLS POSTAGE PERMI	10/20/2021	132.50	132.50
U S POST OFFICE	2021 10 29	NOVEMBER WATER BILLS POS	10/29/2021	262.88	262.88
Total 600-6200-65060 OFFICE SUPPLIES:				747.90	571.21
600-6200-67990 CAPITAL OUTLAY					
OVERHEAD DOOR COMPANY O	28960	OVERHEAD DOOR OPENERS -	10/28/2021	856.67	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 600-6200-67990 CAPITAL OUTLAY:				856.67	.00
600-8100-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	485.25	.00
Total 600-8100-63310 VEHICLE:				485.25	.00
600-8100-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	61.73	61.73
US CELLULAR	453072630 202	TABLET	11/02/2021	46.84	46.84
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	21.69	21.69
Total 600-8100-63730 COMMUNICATIONS:				130.26	130.26
600-8100-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/05/2021	5,558.50	5,558.50
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	56.51	56.51
Total 600-8100-63810 UTILITIES:				5,615.01	5,615.01
600-8100-64920 ONE CALL					
IOWA ONE CALL	235585	ONE CALLS	10/21/2021	34.65	34.65
Total 600-8100-64920 ONE CALL:				34.65	34.65
600-8100-65041 EQUIPMENT					
JOHN DEERE FINANCIAL F.S.B.	2786122	HYD POWER UNIT	10/14/2021	48.95	48.95
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	179.07	.00
USABLUBOOK	723698	ROLLER ASSEMBLY FOR PUMP	09/10/2021	493.72	493.72
Total 600-8100-65041 EQUIPMENT:				721.74	542.67
600-8100-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	12.50	12.50
BERGANKDV TECHNOLOGY &	CW113232	CLOUD CONT DESKTOP	11/05/2021	24.00	.00
Total 600-8100-65060 OFFICE SUPPLIES:				36.50	12.50
600-8100-65070 SUPPLIES					
ACE HARDWARE	A221711	batteries	10/06/2021	9.59	.00
ACE HARDWARE	A221809	EXTRACTR SCRW STR/NIPPLE	10/07/2021	12.78	.00
ACE HARDWARE	B85625	WALL PLATE/SAW WALLBOARD	10/04/2021	29.95	.00
CARDMEMBER SERVICES	0201 VK 2021	CUSTOM CABLE - 50 FT CABLE	11/03/2021	166.69	166.69
IRVINE WATER COND AND PLU	360617	SERVICE CALL - SEWER AUGA	10/27/2021	237.99	.00
JOHN DEERE FINANCIAL F.S.B.	2789916	INTERNAL COUPLER	10/27/2021	4.58	4.58
LUMBER RIDGE HOME SOURC	A143036	UPS SHIPPING	10/07/2021	22.87	.00
LUMBER RIDGE HOME SOURC	B73294	PROPANE	10/01/2021	12.98	.00
MANATTS INC	5047410	CONCRETE	11/10/2021	686.38	.00
MANATTS INC	5047619	CONCRETE	11/11/2021	1,381.50	.00
NORTHERN SAFETY CO INC	904591279	VESTS	10/26/2021	166.48	.00
STAR EQUIPMENT LTD	3102630	DOWEL DRILL/WHITLIBIT	11/11/2021	350.57	.00
TESTAMERICA LABORATORIES	3100052638	WATER SAMPLES	10/25/2021	168.00	.00
USABLUBOOK	519007CM	REFUND SALES TAX	03/02/2021	14.21-	14.21-
USABLUBOOK	546506CM	REFUND SALES TAX	03/22/2021	3.23-	3.23-
USABLUBOOK	777552	PAINT - GREEN/WHITE	11/01/2021	77.31	.00
USABLUBOOK	788282	PAINT - GREEN	11/10/2021	77.31	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
USABUEBOOK	790987	BALL VALVES/HYDRANT WREN	11/12/2021	278.84	.00
USABUEBOOK	791268	SENSOR	11/12/2021	219.68	.00
ZUPKE SAND & GRAVEL	2021 09 21	FILL SAND	09/21/2021	4,709.52	.00
Total 600-8100-65070 SUPPLIES:				8,595.58	153.83
601-8140-64070 ENGINEERING					
FOX ENGINEERING ASSOCIATE	48538	WEST WATER TOWER PAINTIN	10/30/2021	2,385.00	.00
Total 601-8140-64070 ENGINEERING:				2,385.00	.00
640-8250-63311 GASOLINE					
MULGREW OIL CO	1044486	UNLEADED GAS	10/29/2021	11,220.13	11,220.13
Total 640-8250-63311 GASOLINE:				11,220.13	11,220.13
670-8400-65060 OFFICE SUPPLIES					
U S POST OFFICE	2021 10 29	NOVEMBER WATER BILLS POS	10/29/2021	123.71	123.71
Total 670-8400-65060 OFFICE SUPPLIES:				123.71	123.71
670-8420-64950 BLACKHAWK CONTRACT					
BLACKHAWK WASTE DISPOSA	04-288213 202	MONTHLY GARBAGE/RECYCLI	10/18/2021	27,402.50	27,402.50
BLACKHAWK WASTE DISPOSA	04-288247 202	SEPTEMBER 2021 ASSISTED PI	10/18/2021	63.75	63.75
BLACKHAWK WASTE DISPOSA	04-288973 202	SEPTEMBER 2021 MULTI TOTE	10/18/2021	261.20	261.20
Total 670-8420-64950 BLACKHAWK CONTRACT:				27,727.45	27,727.45
671-8410-65060 OFFICE SUPPLIES					
U S POST OFFICE	2021 10 29	NOVEMBER WATER BILLS POS	10/29/2021	61.85	61.85
Total 671-8410-65060 OFFICE SUPPLIES:				61.85	61.85
672-4310-64951 TREE REMOVAL					
MAURER TREE SERVICE LLC	1699	REMOVE TREES - ROW	11/07/2021	21,600.00	.00
Total 672-4310-64951 TREE REMOVAL:				21,600.00	.00
672-4310-65070 SUPPLIES					
ACE HARDWARE	B86723	SHARPENING - CHAINSAWS	10/22/2021	15.00	.00
ACE HARDWARE	B87074	SHARPENING - CHAINSAW/SHA	10/28/2021	12.59	.00
Total 672-4310-65070 SUPPLIES:				27.59	.00
680-8220-63730 COMMUNICATIONS					
CARDMEMBER SERVICES	3397 JR 2021 1	YESIMUSIC - MONTHLY SUBSC	11/03/2021	8.94	8.94
Total 680-8220-63730 COMMUNICATIONS:				8.94	8.94
680-8220-64090 JANITORIAL					
COVENANT MEDICAL CENTER I	2211130	OCTOBER JANITORIAL EXPENS	11/16/2021	1,282.75	.00
Total 680-8220-64090 JANITORIAL:				1,282.75	.00
680-8220-64180 SALES TAX					
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	613.00	613.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 680-8220-64180 SALES TAX:				613.00	613.00
680-8220-64950 CONTRACTS					
COVENANT MEDICAL CENTER I	2211130	OCTOBER WELLNESS EXPENS	11/16/2021	13,580.80	.00
Total 680-8220-64950 CONTRACTS:				13,580.80	.00
680-8220-65041 EQUIPMENT					
CARDMEMBER SERVICES	3397 JR 2021 1	AMAZON - DODGEBALLS	11/03/2021	53.49	53.49
SECURITY EQUIPMENT INC	668799	SERVICE CALL - REPAIRS TO C	10/06/2021	199.50	199.50
Total 680-8220-65041 EQUIPMENT:				252.99	252.99
680-8220-65060 OFFICE SUPPLIES					
FIDELITY BANK & TRUST	2021 10 28	WELLNESS CENTER MERCHAN	10/28/2021	124.71	124.71
FIDELITY BANK & TRUST	2021 10 28	WELLNESS TSYS FEES-ACH BI	10/28/2021	110.00	110.00
FIDELITY BANK & TRUST	2021 10 28	WELLNESS BANKCARD FEES	10/28/2021	146.64	146.64
Total 680-8220-65060 OFFICE SUPPLIES:				381.35	381.35
680-8220-65070 SUPPLIES					
COPY SYSTEMS INC	IN428021	COPIER MAINT SUPPORT	11/03/2021	40.56	.00
FAREWAY STORES INC	18061	BANDAIDS/LAUNDRY SOAP	10/25/2021	16.54	.00
Total 680-8220-65070 SUPPLIES:				57.10	.00
680-8220-65350 AFTER SCHOOL PROGRAMS					
FAREWAY STORES INC	17541	SNACKS/JUICE BOXES	10/04/2021	34.91	.00
FAREWAY STORES INC	18061	SNACKS/JUICE BOXES	10/25/2021	36.01	.00
FAREWAY STORES INC	6247	SNACKS/JUICE BOXES	10/12/2021	86.45	.00
Total 680-8220-65350 AFTER SCHOOL PROGRAMS:				157.37	.00
700-6200-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	10/12/2021	30.96	30.96
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/11/2021	25.48	.00
Total 700-6200-61500 MEDICAL-HEALTH:				56.44	30.96
700-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV81316	WORKERS COMP PREM 21-22	11/01/2021	725.18	.00
Total 700-6200-61600 WORKMENS COMPENSATION:				725.18	.00
700-6200-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2021 10 28	UNEMPLOYMENT	10/28/2021	268.74	268.74
Total 700-6200-61700 UNEMPLOYMENT:				268.74	268.74
700-6200-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2021 10 22	OCTOBER 22 MEDICAL CLAIM	10/22/2021	5.28	5.28
ADVANTAGE ADMINISTRATORS	2021 10 29	OCTOBER 29 MEDICAL CLAIM	10/29/2021	8.33	8.33
ADVANTAGE ADMINISTRATORS	2021 11 05	NOVEMBER 05 MEDICAL CLAIM	11/05/2021	29.30	29.30
ADVANTAGE ADMINISTRATORS	2021 11 12	NOVEMBER 12 MEDICAL CLAIM	11/12/2021	287.05	287.05

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 700-6200-61840 CLAIMS-SIDE FUND:				329.96	329.96
700-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2021 11 01	REIMBURSE IA EMPLOY CONF I	11/01/2021	99.16	99.16
CARDMEMBER SERVICES	0060 BR 2021	GETMEREREGISTERED - IA EMPL	11/03/2021	118.57	118.57
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - IMFOA '	11/03/2021	41.67	41.67
CARDMEMBER SERVICES	0060 BR 2021	PRAIRIE MEADOWS - HOTEL IA	11/03/2021	41.44	41.44
CARDMEMBER SERVICES	0060 BR 2021	IA LEAGUE OF CITIES - BUDGE	11/03/2021	16.67	16.67
HOLIDAY INN-AIRPORT	94703	LODGING-BARB IMFOA	10/25/2021	74.67	74.67
Total 700-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				392.18	392.18
700-6200-63100 BUILDING					
ACE HARDWARE	B86563	LED BULBS - CITY HALL FRONT	10/20/2021	4.66	.00
ACE HARDWARE	B86606	SUPPLIES - BATHROOM	10/20/2021	23.48	.00
ACE HARDWARE	B86952	FLASHLIGHT/HEATER	10/26/2021	23.00	.00
LUMBER RIDGE HOME SOURC	B73888	TOWEL BAR/SHELVING UNIT - B	10/21/2021	36.49	.00
Total 700-6200-63100 BUILDING:				87.63	.00
700-6200-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	29.64	29.64
Total 700-6200-63730 COMMUNICATIONS:				29.64	29.64
700-6200-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 37	ELECTRIC SERVICE	11/02/2021	77.88	77.88
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	31.27	31.27
Total 700-6200-63810 UTILITIES:				109.15	109.15
700-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	43564	COMPLETION - AUDITY FIELD	10/31/2021	215.00	.00
Total 700-6200-64010 AUDIT:				215.00	.00
700-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1369	MONTHLY CITY HALL CLEANIN	10/23/2021	92.00	92.00
Total 700-6200-64090 JANITORIAL:				92.00	92.00
700-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	9371	OCTOBER LEGAL SERVICE	11/01/2021	654.95	.00
LYNCH DALLAS PC	192000	LEGAL/PROFESSIONAL FEES	11/05/2021	262.34	.00
Total 700-6200-64110 LEGAL EXPENSE:				917.29	.00
700-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303601423	SEPT 27 MINUTES & AUGUST R	10/02/2021	44.00	.00
OELWEIN PUBLISHING CO	303601425	SEPTEMBER CLAIMS	10/02/2021	46.40	.00
OELWEIN PUBLISHING CO	303608714	2021 ANNUAL FINANCIAL REPO	10/12/2021	40.30	.00
OELWEIN PUBLISHING CO	303608922	OCT 11 MINUTES	10/15/2021	22.40	.00
OELWEIN PUBLISHING CO	303616222	HELP WANTED ADS - DEPUTY	10/30/2021	27.63	.00
OELWEIN PUBLISHING CO	303616223	OCTOBER CLAIMS	10/30/2021	47.00	.00
OELWEIN PUBLISHING CO	303616224	OCT 25 MINUTES	10/30/2021	26.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 700-6200-64140 LEGAL PUBLICATION:				253.73	.00
700-6200-64180 SALES TAX					
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2021	2,485.00	2,485.00
Total 700-6200-64180 SALES TAX:				2,485.00	2,485.00
700-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	OFFICE 365	10/05/2021	13.75	13.75
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	33.34	33.34
BERGANKDV TECHNOLOGY &	CW111752	HOSTED EXCHANGE	10/05/2021	26.67	26.67
BERGANKDV TECHNOLOGY &	CW111864	EMAIL SECURITY	10/05/2021	38.00	38.00
BERGANKDV TECHNOLOGY &	CW111874	WEBROOT	10/05/2021	34.00	34.00
COPY SYSTEMS INC	IN428392	COPIER MAINT SUPPORT	11/05/2021	11.22	.00
FIDELITY BANK & TRUST	2021 10 28	PSN MONTHLY FEE-CR CARD/D	10/28/2021	27.45	27.45
KERNS COMPANY INC	139765	LANYARDS	10/20/2021	115.67	.00
LINSTAR INC	103941	EMPLOYEE ID CARDS	10/15/2021	7.20	.00
LINSTAR INC	104224	EMPLOYEE ID CARDS	10/28/2021	4.27	.00
STOREY KENWORTHY CORP	PINV938503	DESK CALENDAR REFILL	10/11/2021	.92	.00
STOREY KENWORTHY CORP	PINV942707	PLASTIC KNIVES/NAPKINS	10/26/2021	37.42	.00
U S POST OFFICE	1056 2021 10	WATER BILLS POSTAGE PERMI	10/20/2021	132.50	132.50
U S POST OFFICE	2021 10 29	NOVEMBER WATER BILLS POS	10/29/2021	324.74	324.74
Total 700-6200-65060 OFFICE SUPPLIES:				807.15	630.45
700-6200-67990 CAPITAL OUTLAY					
OVERHEAD DOOR COMPANY O	28960	OVERHEAD DOOR OPENERS -	10/28/2021	856.67	.00
Total 700-6200-67990 CAPITAL OUTLAY:				856.67	.00
700-8310-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	835.32	.00
Total 700-8310-63310 VEHICLE:				835.32	.00
700-8310-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/27/2021	435.75	435.75
Total 700-8310-63810 UTILITIES:				435.75	435.75
700-8310-64920 ONE CALL					
IOWA ONE CALL	235585	ONE CALLS	10/21/2021	34.65	34.65
Total 700-8310-64920 ONE CALL:				34.65	34.65
700-8310-64950 CONTRACTS					
MUNICIPAL PIPE TOOL CO LLC	32248	INSPECTION/CLEANING SEWE	06/25/2021	15,973.43	15,973.43
Total 700-8310-64950 CONTRACTS:				15,973.43	15,973.43
700-8310-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW113232	CLOUD CONT DESKTOP	11/05/2021	24.00	.00
Total 700-8310-65060 OFFICE SUPPLIES:				24.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
700-8310-67850 METER SYSTEM					
MUNICIPAL SUPPLY INC	0815248-IN	DUAL PORT TOUCH COUP	10/19/2021	1,061.72	.00
Total 700-8310-67850 METER SYSTEM:				1,061.72	.00
700-8500-63310 VEHICLE					
OELWEIN FUEL FUND	2021 11 09	FUEL AUG 17 2021 TO NOV 02 2	11/09/2021	271.05	.00
Total 700-8500-63310 VEHICLE:				271.05	.00
700-8500-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	11/02/2021	21.69	21.69
Total 700-8500-63730 COMMUNICATIONS:				21.69	21.69
700-8500-63810 UTILITIES					
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	37.65	37.65
OELWEIN CITY WATER	2021 11 01	WATER/SEWER SERVICE	11/01/2021	169.76	169.76
Total 700-8500-63810 UTILITIES:				207.41	207.41
700-8500-64950 CONTRACTS					
FOX ENGINEERING ASSOCIATE	48534	OEL IND PRETREATMENT CON	10/30/2021	454.50	.00
Total 700-8500-64950 CONTRACTS:				454.50	.00
700-8500-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW111752	PREMIUM OFFICE 365	10/05/2021	12.50	12.50
Total 700-8500-65060 OFFICE SUPPLIES:				12.50	12.50
700-8500-65070 SUPPLIES					
ACE HARDWARE	B86080	WIRE CONNECTORS/BRUSH/S	10/12/2021	21.97	.00
BARRON MOTOR SUPPLY	226150	HAND TOWELS	11/01/2021	58.62	.00
FAREWAY STORES INC	22745	ICE/DISTILLED WATER/TP	10/18/2021	46.15	.00
HAWKINS INC	6055946	AZONE	11/01/2021	1,681.70	.00
TESTAMERICA LABORATORIES	3100052637	WASTEWATER SAMPLES	10/25/2021	530.25	.00
Total 700-8500-65070 SUPPLIES:				2,338.69	.00
Grand Totals:				348,365.64	206,113.98

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
-------------	----------------	-------------	--------------	-----------------------	-------------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Report Criteria:

Summary report

Check Number	Check Issue Date	Payee	Amount
54929	11/15/2021	ROYCE FISCHER	20.00-
55756	11/05/2021	COLLECTIVE DEVELOPMENT LLC	157.15-
55873	10/28/2021	MATTHEW BEGLEY	22.69-
57212	11/05/2021	JUSTON WENTHE	156.86-
57736	10/26/2021	CURTIS OR MARSHA LEE	113.63
57745	10/28/2021	SHELLEY ERGEN	71.60
57746	10/28/2021	JEFF MEYER	120.14
57747	10/28/2021	MATTHEW BEGLEY	22.69
57762	11/02/2021	NORMA GLASS	103.41
57763	11/02/2021	MARK STEWART	155.19
57765	11/05/2021	CITY OF OELWEIN	157.15
57766	11/05/2021	CITY OF OELWEIN	156.86
57779	11/15/2021	ROYCE FISCHER OR CATHRYN CIESIELSKI	20.00
57786	11/17/2021	KATIE BRADLEY	154.02
57787	11/17/2021	FRAN RECKER	156.81
57788	11/17/2021	RICK OR DARLA ROSE	156.81
Grand Totals:			<u>1,031.61</u>



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS	
OELWEIN CHAMBER AND AREA DEVELOPMENT, INC.	Oelwein Chamber & Area Development	(319) 283-1105	
ADDRESS OF PREMISES	CITY	COUNTY	ZIP
25 W. Charles	Oelwein	Fayette	50662
MAILING ADDRESS	CITY	STATE	ZIP
6 S. Frederick	Oelwein	Iowa	50662

Contact Person

NAME	PHONE	EMAIL
Oelwein Chamber and Area Development	(319) 283-1105	ocad@oelwein.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
BB0037433	Class B Beer Permit	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Dec 1, 2021	Nov 30, 2022	

SUB-PERMITS

Class B Beer Permit



PRIVILEGES

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Jon King	Hazleton	Iowa	50641	vice-president	0.00	Yes
Andrew Miller	Stanley	Iowa	50671	president	0.00	Yes
Debra Howard	Hazleton	Iowa	50641	Executive Director	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Dec 1, 2020

POLICY EXPIRATION DATE

Dec 1, 2021

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS	
OELWEIN CHAMBER AND AREA DEVELOPMENT, INC.	Oelwein Chamber & Area Development	(319) 283-1105	
ADDRESS OF PREMISES	CITY	COUNTY	ZIP
25 W. Charles	Oelwein	Fayette	50662
MAILING ADDRESS	CITY	STATE	ZIP
6 S. Frederick	Oelwein	Iowa	50662

Contact Person

NAME	PHONE	EMAIL
Oelwein Chamber and Area Development	(319) 283-1105	ocad@oelwein.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
BB0037433	Class B Beer Permit	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Dec 1, 2021	Nov 30, 2022	

SUB-PERMITS

Class B Beer Permit



PRIVILEGES

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Debra Howard	Hazleton	Iowa	50641	Executive Director	0.00	Yes
Laura Frana	Stanley	Iowa	50671	vice president	0.00	Yes
Jeremy Lockard	Randalia	Iowa	52164	treasurer	0.00	Yes
Andrew Miller	Stanley	Iowa	50671	vice president	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Dec 1, 2021

POLICY EXPIRATION DATE

Dec 1, 2022

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



State of Iowa

Alcoholic Beverages Division

Item 4.

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS	
PMA PETROLEUM LLC	SUPER MART	(571) 316-4945	
ADDRESS OF PREMISES	CITY	COUNTY	ZIP
701 South Frederick Avenue	Oelwein	Fayette	50662
MAILING ADDRESS	CITY	STATE	ZIP
701 South Frederick Avenue	Oelwein	Iowa	50662

Contact Person

NAME	PHONE	EMAIL
ABDUL REHMAN AWAN	(319) 283-9337	abdulrehmanawan902@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class E Liquor License	12 Month	Submitted to Local Authority
TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS	
Jan 1, 2022	Dec 31, 2022		

SUB-PERMITS

Class E Liquor License, Class B Wine Permit, Class C Beer Permit



PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Limited Partnership

Ownership

No Ownership information found

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Instructions on the reverse side

For period (MM/DD/YYYY) 01/01/2022 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA PMA PETROLUM LLC / Super Mart
Physical Location Address 701 S Frederick AVE City OELWEIN ZIP 50662
Mailing Address 701 S Frederick AVE City OELWEIN State IA ZIP 50662
Business Phone Number 571-316-4945

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP _____
Mailing Address 701 S Frederick AVE City OELWEIN State IA ZIP 50662
Phone Number 571-316-4945 Fax Number 563-556-2934 Email ABDULREHMANAWAN902@gmail.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other _____

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Nadeem ISLAM Name (please print) ABDUL Rehman Awani
Signature Nadeem Signature _____
Date 11/15/2021 Date 11/15/2021

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 2021-0014
- Fill in the name of the city or county issuing the permit: _____
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

**CITY OF OELWEIN, IOWA
ELECTRIC TRANSMISSION FRANCHISE**

ORDINANCE NO. _____

An Ordinance granting to ITC MIDWEST LLC, a wholly owned subsidiary of ITC HOLDINGS CORP., its successors and assigns (the "Company"), the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City of Oelwein, Fayette County, Iowa, a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances, equipment and substations for the transmission of electric current and telecommunications along, under and upon the streets, avenues, alleys and public places in the City of Oelwein, Fayette County, Iowa; granting the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City of Oelwein Oelwein, Fayette County, Iowa, for the period of twenty-five (25) years; and granting the right of eminent domain.

BE IT ORDAINED BY THE City Council of the City of Oelwein, Fayette County, Iowa, hereinafter referred to as the "City":

Section 1. Grant.

There is hereby granted to the Company the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits, and other appliances, equipment and substations for the transmission of electric current and telecommunications (collectively, the "Facilities") along, under and upon the streets, avenues, alleys and public places in the City; also the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City for the period of twenty-five (25) years; also the right of eminent domain as provided in Section 364.2 of the Code of Iowa.

Section 2. Indemnification.

The Facilities shall be placed and maintained so as not to unnecessarily interfere with the travel on the streets, avenues, alleys, and public places in the City nor unnecessarily interfere with the proper use of the same, including ordinary drainage, or with the sewers, underground pipe and other property of the City, and the Company shall hold the City free and harmless from all damages arising from the negligent acts or omissions of the Company in the erection or maintenance of the transmission system.

Section 3. Relocation.

Except as provided herein below, the Company shall, at its cost and expense, locate and relocate its Facilities in, on or over any public street or alley in the City in such a manner as the City may at any time reasonably require for the purposes of facilitating the construction, reconstruction, maintenance or repair of the street or alley or any public improvement of, in or about any such street or alley or reasonably promoting the efficient operation of any such improvement. If the City orders or requests the Company to relocate its Facilities for the primary benefit of a commercial or private project, or as the result of the initial request of a commercial or private developer or other non-public entity, the Company shall receive payment for the cost of such relocation as a precondition to relocating its Facilities. The City shall consider reasonable alternatives in designing its public works projects so as not arbitrarily to cause the Company unreasonable additional expense in exercising its authority under this section. The City shall also provide a reasonable alternate location for the Company's Facilities. The City shall give the Company reasonable advance written notice to vacate a public right-of-way. Vacating a public right-of-way shall not deprive the Company

of its right to operate and maintain existing Facilities until the reasonable cost of relocating the same are paid to the Company.

Section 4. Modern System.

The system authorized by this Ordinance shall be kept in an operable condition consistent with good utility practice and the reliability standards of the North American Electric Reliability Council (NERC).

Section 5. Vegetation Management.

To promote public safety in proximity to its Facilities and to maintain electric reliability, the Company is authorized and empowered to remove, cut, trim, destroy, or otherwise control any tree, shrub, brush, bush or any parts thereof located within or extending into any street, alley, right-of-way or public grounds. The foregoing vegetation management shall be completed in accordance with the most current nationally accepted safety and utility industry standards, as revised and updated from time to time.

Section 6. Continuous Service.

Service to be rendered by the Company under this franchise shall be continuous unless prevented from doing so by fire, Acts of God, unavoidable accidents or casualties, customer outages or interruptions on the bulk electric system to no fault of Company or interruptions necessary to properly service the Company's equipment, and in such event service shall be resumed as quickly as is commercially practicable.

Section 7. Non-exclusivity.

The franchise granted by this Ordinance shall not be exclusive.

Section 8. Undergrounding.

The City may request estimates for the undergrounding of replacement lines, upgrades or new lines, including lines to be adjusted for road moves or for other specific projects. When requested, the Company will provide to the City two estimates: 1) An estimate for the cost of the project with overhead construction, and 2) An estimate for the cost of the project with underground construction. The City will have no more than 60 days from the estimate date to determine if it wants the line built overhead or placed underground. If the City chooses underground construction for such project, the City will be responsible for the incremental cost of undergrounding, if and to the extent, such costs are not already part of or included in a precondition payment for relocation pursuant to Section 3. The incremental cost of undergrounding is defined as the differential between the estimate for underground construction and the estimate for overhead construction. Upon receipt of the City's payment for the incremental cost of undergrounding, the Company will install the underground facilities. The Company reserves the right to bill City for the amount that the incremental cost associated with installation exceeds its estimate. The City reserves the right to a refund of overpayment if the incremental costs are less than the amount billed in the estimate. If the City wishes to have a line not scheduled for replacement or upgrade placed underground, the City shall contact the Company to make such a request. The City shall cover all costs related to this work. If undergrounding of transmission lines requires entities interconnecting with the Company to make adjustments to their electrical systems, the City bears the responsibility of communication with those entities and, if it chooses, the cost of converting their facilities from overhead to underground. The Company reserves the right to review all the City's communications with the affected entities.

Section 9. Severability.

If any section, provision, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

Section 10. Term of Agreement.

The term of the franchise granted by this Ordinance and the rights granted thereunder shall continue for the period of twenty-five (25) years from and after written acceptance by the Company.

Section 11. Publication Expenses.

The expense of the publication of this Ordinance shall be paid by the Company.

Section 12. Repeal of Conflicting Ordinances.

All ordinances, or parts of ordinances, insofar as they are in direct conflict herewith, are hereby repealed.

Section 13. Acceptance.

The franchise granted by this Ordinance shall be conditioned upon acceptance by the Company in writing. The acceptance shall be filed with the City Clerk within ninety (90) days from the passage of this Ordinance.

Section 14. Future Developments.

The City agrees it will not permit or grant approval for any development, construction or land uses in the City that would result in or cause the Company’s Facilities to violate setback requirements, safety requirements or any other provision of the National Electric Safety Code or any law, regulation or ordinance of the State of Iowa, Fayette County or the City.

Section 15. Closing.

This Ordinance sets forth and constitutes the entire agreement between the Company and the City with respect to the rights contained herein, and may not be superseded, modified or otherwise amended without the approval and acceptance of the Company. Upon acceptance by the Company, this Ordinance shall supersede, abrogate and repeal any prior electric system ordinance between the Company and the City as of the date this Ordinance is accepted by the Company. Notwithstanding the foregoing, in no event shall the City enact any ordinance or place any limitations, either operationally or through the assessment of fees, that create additional burdens upon the Company, or that delay utility operations.

Mayor

Attest: _____
City Clerk

(SEAL)

CERTIFICATE OF CITY CLERK

I, City Clerk of the City of Oelwein, Fayette County, Iowa, do hereby certify that the foregoing is a true and correct copy of minutes of the proceedings of the meeting of the Oelwein city council held the ____ day of ____ 20____ , pertaining to the adoption of Ordinance No. _____; that the originals of said minutes have been included in the official proceedings of the city council; that Ordinance No. _____ was signed by the mayor and clerk at the time of its final passage and approval; that the announcement of passage of said ordinance was published in the manner required by law on the ____ day of _____ 20__ in the _____ *News*; that said meeting and all actions thereon were duly and publicly held pursuant to the rules of the city council and Iowa Code, upon advance notice to the public and news media as required by said law; and that the notice of public hearing for said Ordinance No. _____ was published on the ____ day of _____ 20__ in the _____ *News*, a newspaper published at least once weekly and of general circulation in the City of Oelwein, Fayette County, Iowa.

 Clerk for the City of Oelwein.

(SEAL)

ORDINANCE NO. _____

ORDINANCE ESTABLISHING BOUNDARIES FOR DESIGNATED WARDS OF THE CITY OF OELWEIN

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, be amended by deleting current Sections 2-5 through 2-8, inclusive, and placing in their stead the following Sections:

Section 2-5. WARD ONE:

Ward or Precinct No. 1 shall include all that part of the City of Oelwein described as: Lying North of the Centerline of East Charles Street; and lying East of a line running northerly from the centerline of Iowa Highway 150, at its intersection with Charles Street, to the centerline of Sixth Street NE, thence running easterly along the centerline of Seventh Street NE to the centerline of First Avenue NE, thence running northerly along the centerline of First Avenue NE to the centerline of Ninth Street NE, thence running westerly to the centerline of Iowa Highway 150, thence northerly to the north city limit.

Section 2-6. WARD TWO:

Ward or Precinct No. 2 shall include all that part of the City of Oelwein described as: Lying North of a line commencing at the centerline of East Charles Street, at its intersection with Iowa Highway 150, thence westerly along the centerline of Charles Street to the centerline of Sixth Avenue SW, thence southerly along the centerline of Sixth Avenue SW to the centerline of Third Street SW, thence westerly along the centerline of Third Street SW to the centerline of Thirteenth Avenue SW, thence northerly along the centerline of Thirteenth Avenue SW to its intersection with West Charles Street, thence westerly along the centerline of West Charles Street to the western city limit; and lying West of a line commencing at the centerline of Iowa Highway 150, at its intersection with Charles Street, running northerly to the centerline of Seventh Street NE, thence running easterly along the centerline of Seventh Street NE to the centerline of First Avenue NE, thence running northerly along the centerline of First Avenue NE to the centerline of Ninth Street NE, thence running westerly to the centerline of Iowa Highway 150, thence northerly to the north city limit.

Section 2-7. WARD THREE:

Ward or Precinct No. 3 shall include all the part of the City of Oelwein described as: Lying South of a line commencing at the centerline of East Charles Street at its intersection with Fourth Avenue SE, thence westerly along the centerline of Charles Street to the centerline of Sixth Avenue SW, thence southerly along the centerline of Sixth Avenue SW to the centerline of Third Street SW, thence westerly along the centerline of Third Street SW to the centerline of Thirteenth Avenue SW, thence northerly along the centerline of Thirteenth Avenue SW to its intersection with West Charles Street, thence westerly along the centerline of West Charles Street to the western city limit; Lying West of a line commencing at the centerline of Fourth Avenue SE at its intersection with East Charles Street, thence southerly along the centerline of Fourth Avenue SE to the centerline of Seventh Street SE, thence West along the centerline of Seventh Street SE to the centerline of Iowa Highway 150, thence southerly along the centerline of Iowa Highway 150 to the south city limit.

Section 2-8. WARD FOUR:

Ward or Precinct No. 4 shall include all the part of the City of Oelwein described as: Lying South of a line commencing at the centerline of East Charles Street at its intersection with the centerline of Fourth Avenue SE, thence easterly along the centerline of East Charles Street to the East City limit; and lying east of a line commencing at the centerline of Fourth Avenue SE at its intersection with East Charles Street, thence south along the centerline of Fourth Avenue SE to the centerline of Seventh Street SE, thence West along the centerline of Seventh Street SE to the centerline of Iowa Highway 150, thence southerly along the centerline of Iowa Highway 150 to the south city limit.

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall become effective forthwith upon its passage and approval and publication as provided by law.

First reading
Second Reading
Third Reading

November 8, 2021

Passed and adopted by the City Council of the City of Oelwein, Iowa, this _____ day of _____.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

First Reading on _____:
It was moved by _____ and seconded by _____ that the Ordinance as read be adopted, and upon roll call there were:
AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

Second Reading on _____ It was moved by _____ and seconded by _____ that the Ordinance as read be adopted (or to suspend the rules), and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

Third Reading on _____ It was moved by _____ and seconded by _____ that the Ordinance as read be adopted (or to suspend the rules) and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 3-71, SECTION 3-73, SECTION 3-78, SECTION 3-79, SECTION 3-81
TO MODIFY CITY ADMINISTRATOR AND CITY CLERK DUTIES

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012 be amended by replacing Section 3-71, paragraph two with the following:

The city administrator shall be the finance director. The city administrator shall be qualified by experience and training in management.

Section 2. That the General Ordinances of the City of Oelwein adopted July 1, 2012 be amended by replacing Section 3-73 (7) and (8) with the following:

7. The administrator shall supervise the purchase of all materials, supplies and equipment for which funds are provided in the budget; let contracts necessary for the operation or maintenance of city services and attend the purchase of all materials, supplies and equipment necessary thereto up to and including the sum of ten thousand dollars (\$10,000.00), obtain and receive bids for such purchases of materials, supplies and equipment in excess of ten thousand dollars (\$10,000.00) in the manner and as required from time to time by decision of the city council and present them to the council for approval, advising the council of the advantages or disadvantages of such bid proposals. No purchase shall be made therefore or contract let or obligation incurred for the purchase of such materials, supplies and equipment in excess of the sum of twenty-five thousand dollars (\$25,000.00) or which exceeds the current budget appropriation without the obtaining of bids relating thereto in the manner and at such times if required by the city council and without a supplemental appropriation by the council when necessary. With respect to contracts for public improvements, which shall at all times be distinguished from the purchase of materials, supplies and equipment for which no bids are ordinarily required, the city, city administrator and city council shall be at all times governed by the provision of Chapter 23 and Chapter 384, Division VI of the Code of Iowa and amendments thereto, which concurrently requires bid procedure on public improvements in excess of twenty-five thousand dollars (\$25,000.00). The administrator may issue such rules governing purchasing procedures within the administrative organization as the council shall approve.

8. The administrator shall have power to fix the compensation to be paid all City employees, subject to the approval of the City Council.

The administrator shall have the power to employ, reclassify, or discharge all department heads of the city (except police and fire department heads). The chiefs of police and fire departments shall be appointed and discharged by the Mayor, upon the recommendation of the city administrator and approval of the city council. The chiefs of the police and fire departments shall be directly responsible to the city administrator for the effective administration of the respective departments and all activities assigned thereto. In exercising the powers granted in this sub-section, the city administrator shall be subject to the provisions of the Soldier's Preference Law and Civil Service Law.

Section 3. That the General Ordinances of the City of Oelwein adopted July 1, 2012 be amended by deleting Section 3-78 in its entirety and replace it with the following:

SECTION 3-78. CITY CLERK.

The city administrator shall nominate for council appointment a City Clerk to perform the duties of the city administrator in the administrator's absence and to perform such other duties as assigned the clerk by the administrator. The Clerk shall be appointed and discharged by the Mayor, upon the recommendation of the city administrator and approval of the city council.

Section 4. That the General Ordinances of the City of Oelwein adopted July 1, 2012 be amended by deleting Section 3-79 in its entirety and replace it with the following:

SECTION 3-79. CITY CLERK; DUTIES; RESPONSIBILITIES; COMPENSATION; BOND.

- (1) The office of the city clerk shall be located in City Hall.
- (2) The City Clerk shall have the following powers and duties:
 - A. Custody of the funds. Be responsible for the safe custody of all funds of the city in the manner provided by law, and council direction.
 - B. Act as Clerk and custodian of all funds received or held in custody for any board or commission or agency existing in the city created by the council or the people. These are: The general fund and other fund consisting of but not limited to: water, debt service, trust and agency, sewer, road use tax, special assessments, landfill, recycling; and any other funds and accounts established by the city council of the City of Oelwein, hereafter.
 - C. The Clerk shall reconcile the bank statements with their books and certify monthly to the council the balance of cash and investments of each fund and accounts received and disbursed.
 - D. Debt service. Keep a register of all bonds outstanding and record all payments made of interest and principal. (This may be done by a bond registrar.)
 - E. Investments. The City Clerk shall advise the council on investments and shall invest city monies not immediately needed at interest in accordance with council directives and requirements of Chapter 452 of the Iowa Code.
 - F. Perform such other duties as specified by the council by resolution or ordinance.
- (3) Compensation. The Clerk shall be paid such compensation as specified by council resolution.
- (4) The Clerk's books shall be, at all times, open to the inspection of any taxpayer or elector of the City of Oelwein, Iowa.

Section 5. That the General Ordinances of the City of Oelwein adopted July 1, 2012 be amended by replacing Section 3-81 (1) with the following:

SECTION 3-81. PURCHASING, BUDGETARY CONTROLS.

1. Budget officer. The city administrator shall be the city budget officer and is responsible for preparing the budget in cooperation with the council. The budget officer shall be responsible for carrying out the authorization and plans in the budget as set forth in the budget, subject to council control and the limitations set out in this section.

Section 6. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This ordinance shall become effective upon its passage.

First Reading	November 22, 2021
Second Reading	
Third Reading	

Passed and adopted by the City Council of the City of Oelwein, Iowa this _____ day of _____, 2021

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

Second Reading on _____ It was moved by
and seconded by _____ that the Ordinance as read
be adopted (or to suspend the rules), and upon roll
call there were:

AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

First Reading on _____:
It was moved by _____ and seconded by
that the Ordinance as read be adopted, and upon roll
call there were:

AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

Third Reading on _____ It was
moved by _____ and seconded by _____ that
the Ordinance as read be adopted (or to suspend the
rules) and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

M Weber
Cantrell
Fisk
Stewart
Seeders
Payne

RESOLUTION NO. _____

RESOLUTION TO SET PUBLIC HEARING ON PROPOSED VACATION AND SALE OF THE PUBLIC RIGHT-OF-WAY LOCATED IN OELWEIN'S 6TH ADDITION, OELWEIN, FAYETTE COUNTY, IOWA

BE IT RESOLVED by the Council of the City of Oelwein, Iowa, as follows:

Section 1. The Council of the City of Oelwein, Iowa, hereby proposes to vacate and sell that portion of 2nd Avenue SE from its intersection at 4th Street SE south to its intersection with Occo Drive and that portion of Occo Drive from its intersection with Rock Island Road east approximately 225 feet to its end.

Section 2. The clerk is hereby directed to publish notice that a public hearing will be held at 6:00 P.M. on December 13, 2021, at the Council Chambers at City Hall, in Oelwein, Iowa, at which time the Council will hear objections to the sale from any interested party.

Section 3. This Resolution shall be in effect upon its passage and approval as provided by law.

Passed and adopted by the City Council of the City of Oelwein, Iowa this _____ day of _____, 2021.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Stewart
Cantrell
Payne
Fisk
Seeders

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

City Administrator

RESOLUTION NO. _____

RESOLUTION APPROVING ELIMINATION OF FULL-TIME FIREFIGHTER POSITION

WHEREAS, the City of Oelwein conducted a study on the Fire Department and one of the outcomes of said study was a recommendation that the City eliminate its full-time firefighter position; and

WHEREAS, the full-time firefighter position is subject to the laws of Iowa Code Chapter 400; and

WHEREAS, Iowa Code Section 400.28 gives the City Council the authority to implement a diminution of employees in an employment classification or grade under civil service; and

WHEREAS, the City of Oelwein City Council desires to follow said recommendation of the study and eliminate its full-time firefighter position.

NOW, THEREFORE, it is resolved by the City Council of Oelwein, Iowa as follows:

Section 1. The City Council of Oelwein, Iowa eliminates its position of full-time firefighter effective as of December 29, 2021. The City's organization only provides for one of said position and, as of December 29, 2021, said position will no longer exist.

Section 2. The City Council of Oelwein, Iowa directs the City Administrator to notify the City of Oelwein Civil Service Commission that the City has eliminated the position of full-time firefighter, as of December 29, 2021, and that the City of Oelwein Civil Service Commission take any such action required to effectuate the elimination of this position.

PASSED AND APPROVED this ____ day of _____, 2021.

CITY OF OELWEIN, IOWA

By: Brett DeVore, Mayor

Attest:

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Dylan Mulfinger, City Administrator

Weber
Stewart
Cantrell
Fisk
Seeders
Payne

Recorded _____, 2021.

City Administrator



Mayor and Council,

On the August 23, 2021, Council passed Resolution No. 5294-2021 to sell the properties located at 15 5th Ave SW, Oelwein, IA and 17 5th Ave SW, Oelwein, IA, to Aden Raber for the amount of \$3058.00.

Mr. Raber denied the purchase of the two properties for the amount of \$3058.00, with the understanding that he would be responsible for the full cost of demolition of the structure located at 15 5th Ave SW.

Mr. Raber has an offer to the purchase both properties for the amount of \$1408.00, with the understanding that he is responsible for the demolition of the 15 5th Ave. structure by February 15, 2022.

My recommendation as Building Official is to accept the offer from Mr. Raber for the sale of the two properties. This would keep the city from incurring the expense of demotion.

Sincerely,

Jay Shekleton/Building Official

RESOLUTION NO. 5294-2021

RESOLUTION DIRECTING THE SALE OF THE CITY'S INTEREST 15 5TH AVENUE SW AND 17 5TH AVENUE SW, OELWEIN, FAYETTE COUNTY, IOWA

WHEREAS, the City is desirous of selling the real estate described herein.

WHEREAS, the City Council has set forth its proposal to sell its interest in the above described real estate and has published notice of the date, time and place of a public hearing thereon; and

WHEREAS, said public hearing was held and the City Council believes it is in the best interest of the City to sell the real estate in the above described real estate on the terms and conditions set forth below;

BE IT RESOLVED by the Council of the city of Oelwein, Iowa, as follows:

Section 1. On behalf of the City, the Mayor shall contract to sell and shall convey by Quit Claim Deed the following described real estate:

COMMENCING AT A POINT 549 ½ FEET EAST AND 180 FEET SOUTH OF THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SECTION 21, TOWNSHIP 91 NORTH, RANGE 9 WEST OF THE FIFTH P.M., RUNNING THENCE SOUTH 50 FEET THENCE EAST 150 FEET, THENCE NORTH 50 FEET, THENCE WEST 150 FEET TO THE PLACE OF BEGINNING, BEING IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER AND IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 21, TOWNSHIP 91 NORTH, RANGE 9 WEST OF THE FIFTH P.M., FAYETTE COUNTY, IOWA COMMONLY KNOWN AS 15 5TH AVENUE SW

AND

A PARCEL IN THE NORTH HALF OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 21, TOWNSHIP 91 NORTH, RANGE 9 WEST OF THE FIFTH P.M., DESCRIBED AS FOLLOWS: COMMENCING AT A POINT 549.5 FEET EAST AND 230 FEET SOUTH OF THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 21, RUNNING THENCE SOUTH 50 FEET, THENCE EAST 150 FEET, THENCE NORTH 50 FEET, THENCE WEST 150 FEET TO THE PLACE OF BEGINNING, FAYETTE COUNTY, IOWA COMMONLY KNOWN AS 17 5TH AVENUE SW

To: Aden Raber

For the sum of \$1,408.00, pursuant to the terms of the attached Offer to Buy and by this reference incorporated herein, with said property owner being solely responsible for the recording of the documents necessary to effectuate said transfer.

Section 2. The City Administrator shall co-sign such contracts and deeds. The Deed shall be delivered thirty days after the date of this Resolution, unless an appeal on this action has been made to District Court. Action on this Resolution shall be final upon the purchaser of the Deed giving evidence to the Clerk that the Deed has been recorded, and such facts to be noted on the official record of this Resolution.

Section 3. This resolution shall be in effect upon its passage and approval as provided by law.

Passed and adopted by the City Council of the City of Oelwein, Iowa, this ____ day of _____, 2021.

Brett DeVore, Mayor

Attest:

It was moved by _____ and seconded by _____
that the Resolution as read be adopted, and upon roll call there
were:

AYES NAYS ABSENT ABSTAIN

M Weber
Seeders
Cantrell
Fisk
Payne
Stewart

Dylan Mulfinger, City Administrator

Recorded _____.

City Administrator



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Oelwein Municipal Airport Engineer Procurement

Date: 11/22/2021

The City of Oelwein is required to have an engineer when working with federal airport funds. This selection process is formal and must follow several steps. The City put out a notice of Request for Qualifications and provided a month for engineering firms to respond. The City received qualifications from Kirkham Michael and AECOM. Once the statements were received the city used a qualified board to rate the statements. Through this rating system AECOM scored higher than Kirkham Michael. After this process the City Administrator interviews both firms about their interest in the Oelwein Municipal Airport. Interviews were conducted Monday November 15 over the internet.

After the scoring and the interviews, the City Administrator recommends approving AECOM for the city's airport engineer. The history with AECOM is positive and professional. The City will have several more years to successfully complete projects with AECOM at the airport.

Request For Qualifications for Engineering/Architectural Services

Oelwein Municipal Airport (OLZ)
19623 40th St, Oelwein, Iowa 50662



September 2021

Request for Qualifications

The City of Oelwein is interested in securing the services of a qualified engineering/architectural consultant for potential projects involving the expansion and improvements of Runways, Taxiways, and Aprons, at the Oelwein Municipal Airport, pursuant in part to receiving grants from the Federal Aviation Administration (FAA). This request is for multiple projects over a five-year period. The anticipated Scope of Services for the proposed projects is attached for your consideration in the OLZ CIP. The OLZ CIP may be expanded to include hanger maintenance, new hangers, fuel expansion, and electrical maintenance. Firms interested in being considered for the projects described are requested to submit one original of the following information and one electronic copy in PDF format in an envelope marked "Qualifications for Engineering/Architectural Services" by 4:30 PM (CST), Thursday October 28, 2021. Interviews will be conducted between November 1 through November 12. The contract will be awarded November 22.

The following must be included on the RFQ:

- Name, size and description of firm.
- Location of main office and office where work will be accomplished.
- Qualifications and previous experience, including a list of former airport clients in the design and function of a commercial airport's facilities such as passenger and cargo terminals, FBO terminals, T-Hangar buildings, and ARFF facilities.
- Qualifications and previous experience, including a list of former airport clients in the design and function of runways, taxiways, aprons, security access improvement projects, and storm water and glycol treatment or collection facilities.
- Resumes of key personnel who will be assigned to complete the proposed projects.
- Current workload.
- Provide any additional comments, which you may believe to be relevant.

Statements of Qualifications should be organized in the following format. Responses are limited to 30 pages maximum, including an Executive Summary. Elements listed under each part must be included in the submittal:

- Executive Summary. The Statements of Qualifications shall be prefaced by an Executive Summary of five (5) pages or less, which gives in brief, concise, terms a summation of the submittal.
- Required Experience. Describe the background and experience of the primary consultant. This section should be a concise document, which shall include the following information:
 - Relevant experience of the engineering/architectural firm. A summary of work accomplished by the firm or its current personnel in similar engagements at similar airports in the United States within the past three (3) years. The summary must include contact name and number, where the work was performed, the disciplines performed at each location, and the dollar value of the work performed at each location by the primary firm. The summary shall include any unique problems and the solutions thereto, as seen by the firm in performing the work at similar airports.
 - Assigned Staff. A statement of the project manager and key personnel that would be assigned to the project by the primary firm. Include an organization chart, a description of the interface between the primary firm and the project team if applicable, job description of key positions, and resumes of key personnel who would be performing the work. Each resume or biography must describe the person's current professional capabilities, experience, education, training, and anticipated work commitments.

Submission of questions concerning this Request for Qualifications should be directed to:

Dylan Mulfinger
City Administrator
City of Oelwein
20 2nd Ave SW Oelwein, Iowa 50662
City Hall- 319-283-5440
Cell- 319-238-0039
dmulfinger@cityofuelwein.org

If questions concerning the Request for Qualifications are deemed to indicate a need for clarification of the documents, it will be done in the form of an addendum to the Request for Qualifications. Should a proposer find a discrepancy in, or omission from, the general terms and conditions included in the Request for Qualifications documents, or should there be any doubt as to their meaning, proposer shall notify the City Administrator in writing no later than 4:30 PM on October 13, 2021. Instructions/clarifications will be provided, in writing, to all prospective proposers of record.

The selection process shall be in accordance with Chapter 2 of the FAA Advisory Circular 150/5100-14E. Fee information will not be considered in the selection process and should not be submitted with the statement of qualifications. Fees will be negotiated for projects as federal funds become available.

Proposers are advised that applied overhead rates must be in accordance with the cost principals established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures. The successful firm will be required to submit a copy of their current overhead rate audit certification. The process of evaluation of the responses to this request will include an interview of candidates selected from the list of all respondents.

The Commission, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all proposers that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit a response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award. Disadvantaged Business Enterprises (DBE's) are encouraged to respond to this solicitation. DBE participation for each professional service project is encouraged by the City, and a DBE goal is projected to be established for each project funded by the FAA.

The City of Oelwein reserves the right to waive any irregularities or formalities and award the contract in the best interest of the City; and to reject any or all proposals. If a firm is selected by the City, the selected firm shall execute an agreement with the City within thirty (30) days after notification of selection, unless the time for execution has been extended for good cause at the sole discretion of the Commission. Failure of the selected firm to meet agreement submission requirements (i.e. insurance) or failure to timely execute an agreement with the City may result, in the sole discretion of the City, a decision to select from the remaining proposers or to advertise for new Statement of Qualifications.

Qualifications sent in response to this solicitation should be directed:

Dylan Mulfinger
City Administrator
City of Oelwein
20 2nd Ave SW Oelwein, Iowa 50662
City Hall- 319-283-5440
Cell- 319-238-0039
dmulfinger@cityofuelwein.org

The Oelwein Municipal Airport Oelwein, Iowa Engineering/Architectural Services Anticipated Scope Of Services September 2021.

The City of Oelwein desires to select an engineering/architectural consultant for the purposes of developing or planning, preliminary engineering, design and construction of the projects indicated below. It is the intent of the City to enter into separate task orders for each project with a consultant during the period of time that these projects are developed.

The City will use the following when evaluating the RFQ for council:

Criteria	Points
Capability to perform all aspects of projects	30
Reputation – time in aviation engineering business	20
Ability to meet schedules within budget	20
Quality of previous airport projects undertaken	25
Familiarity with Sponsor and project location	25
Understanding of the OLZ airport	20
Approach to proposed projects	30
Recent experience in Airport projects comparable to the proposed projects and experience with the FAA	15
Evidence that the consultant has experience in DBE Plans, requirements, goals, and methodologies associated with Federal Grants	15
Total Possible	200

The Scope of Services to be included in the contract will be as follows:

The consultant may be called upon to provide the necessary expertise for items such as basic airport planning techniques, clear zone obstruction surveys, updating the electronic Airport Layout Plan (eALP), AGIS surveys, preparation of property maps, preparation of Part 139 and TSR 1542 CADD drawings and maps, environmental matters including updating the Airport's SWPPP and SPCC , access control systems upgrades, infrastructure improvements including access roads, vehicle parking lots, landscaping and irrigation, preparation of capital improvement plan data sheets, preparation of engineering plans, specifications, and cost estimates as well as completion of Federal and State grant applications.

Work will include the necessary preparation of cost submittals and documentation to the project-sponsoring agency. The documentation will include development of the annual budget documents. Projects may include, but are not limited to, those delineated below:

An Agreement for the design, construction and special services for each project will be entered into independently at an appropriate time. The anticipated projects are as follows below with more include in the attached Oelwein OLZ CIP:

1. Runway, Taxiway, Apron seal surface and joints FY2022 \$461,111
2. Reconstruct or Replace Airport Lighting Vault FY2023 \$166,667
3. Acquire Snow Removal Equipment FY2023 \$235,000
4. Extend Runway FY2024 \$2,930,000
5. Install Runway Vertical/Visual Guidance System FY2025 \$150,000
6. Construct Taxiway FY2026 \$1,500,000

The estimated cost for the above proposed projects is \$6.3 million. It is anticipated the CIP proposed projects

will be accomplished during a five-year time period. The sequence of these projects will be contingent upon the availability of Federal funds and the receipt of a Federal allocation for the same. There is no guarantee that any or all of these projects will be accomplished.

**Contract for Engineering/Architectural Services
Oelwein Municipal Airport, Oelwein, Iowa**

This Contract made and entered into this ____ day of _____, 2021, by and between the City of Oelwein hereinafter called the "Owner" and _____, hereinafter called the "Consultant".

WITNESSETH:

WHEREAS, the Owner desires to employ the Consultant to provide engineering and/or architectural services in connection with the planning, design, and preparation of plans, specifications and estimates, and to provide construction engineering, administration and project representation services in connection with capital improvement projects;

WHEREAS, the Consultant is willing to perform such engineering and/or architectural work in accordance with the terms hereinafter provided and does represent that it is in compliance with Iowa statutes relating to the registration of Professional Engineers; and

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the parties hereto agree as follows:

Definitions

Whenever in this Contract the following terms, words, and their derivatives or pronouns used in their stead occur, they shall have the meaning here given, unless otherwise specified in the various sections of this Contract:

"AIP" shall mean the Airport Improvement Program.

"CERTIFY, CERTIFICATION", shall mean Project Engineer's opinion based on his or her observation of conditions, knowledge, information and beliefs. It is expressly understood that the Project Engineer's certification of a conditions existence relieves no other party of any responsibility or obligation he or she has accepted by contract or custom.

"CIP", shall mean the Capital Improvement Program

"CONSULTANT" shall mean the firm

"CONTRACT" shall mean this document and all associated attachments duly executed by all parties.

"CONTRACTOR" shall mean the individual, partnership, firm, or corporation primarily liable for acceptable performance of the construction and/or maintenance work performed under or associated with this Contract.

"ESTIMATE" shall mean an opinion of probable construction cost made by the Consultant. "FAA" shall mean the Federal Aviation Administration.

"INSPECT, INSPECTION" shall mean the visual observation of construction as stated in Attachment, "Duties, Responsibilities, and Limitations of Authority of Resident Project Representative".

"OWNER" shall mean the City of Oelwein or its authorized representative for the purpose of coordinating and administering the work under the Contract.

"PROJECT ENGINEER" shall mean the principal project engineer employed by and working directly under the authority of the Consultant.

"RESIDENT PROJECT REPRESENTATIVE" shall mean the principal construction reviewer employed by the Consultant and working directly under the authority of the Project Engineer.

"SPECIFIC PROJECT" shall mean an undertaking of Owner as set forth in a Task Order.

"TASK ORDER" shall mean a document executed by Owner and Consultant, including amendments if any, stating the scope of services, Consultant's compensation, times for performance of services and other relevant information for a Specific Project.

"TSA" shall mean the Transportation Security Administration.

General

The Consultant will serve as the primary contact and coordinate all aspects of project development with the FAA. The Owner will participate in conferences with the FAA as required and will be kept advised and informed about comments and approvals from the FAA on Federally funded projects.

The work under this Contract shall at all times be subject to the approval of the Owner.

From time to time as the work progresses, meetings will be held at the Oelwein Municipal Airport or Oelwein City Hall.

Obligations of the Owner to the Consultant: All existing information, including construction contract documents, applicable to the project will be made available to the Consultant without cost. A more complete description of the Owner's responsibilities is included in Attachment No. 3, "Owner's Responsibility", and made a part hereof.

Submittal of Documents: During the progress of the work, various copies of the preliminary drawings and other documents prepared by the Consultant will be required by the Owner. In addition, the Consultant will cooperate with the Owner in forwarding all necessary documents to the FAA and/or TSA for review, comments, and/or approvals.

The work under this Contract shall be available for review by the FAA and/or TSA (for FAA and/or TSA funded projects only). The FAA and/or TSA shall have the right to participate in the conferences between the Consultant and the Owner and to participate in the review or examination of the work in progress.

Work under this Contract may ultimately be financed in part by FAA and/or TSA funds. However, payment to the Consultant will be made by the Owner.

The United States Government is not a party to this Contract, and no reference herein to the FAA and/or TSA or any representative thereof makes the United States a party to the Contract.

On projects receiving Federal funding, the Consultant shall comply with the Required Federal Clauses for Professional Service Contracts attached hereto as Attachment No. 4 and made a part hereof.

Compliance with all of the foregoing shall be considered to be within the purview of this Contract and shall not constitute a basis for additional or extra compensation.

Scope Of Services

The scope of services to be provided by Consultant shall be authorized by Owner for each Specific Project as detailed in a duly executed Task Order. Each Task Order will indicate the specific tasks, functions to be performed, and deliverables to be provided.

The general format of a Task Order is attached as Attachment No. 1.

This Contract is not a commitment by Owner to Consultant to issue any Task Orders.

Consultant shall not be obligated to perform any prospective Task Orders unless and until Owner and Consultant agree as to the particulars of the Specific Project, Consultant's services, Consultant's compensation, and all other appropriate matters.

Owner and Consultant shall agree on the scope, time for performance, and basis of compensation for each Task Order.

Consultant will commence performance as set forth in the Task Order.

Term, Times for Rendering Services, And Payments

This Contract shall be effective and applicable to Task Orders issued hereunder for five (5) years from the Effective Date of the Contract.

This Contract may be extended or renewed, with or without changes, by written amendment establishing a new term. Any extension or renewal of this contract beyond five (5) years may not be eligible for federal participation.

The times for performing services or providing deliverables will be stated in each Task Order. If no times are so stated, Consultant will perform services and provide deliverables within a reasonable time.

For purposes of this Contract, the term "day" means a calendar day of 24 hours.

The time for a party's performance will be extended to the extent performance was delayed by causes beyond the control and without the fault of the party seeking the extension. That party shall promptly notify the other party in writing when it is being delayed.

Times of Payments

Consultant shall submit monthly statements for Basic Services, Resident Project Services, and Special Engineering Services rendered. The statements will be based upon Consultant's costs incurred at the time of the billing, corresponding to the percentage of the total costs, which have been incurred at the time of billing. Portions of this work will be completed in current year and some may be completed in later years. Such work will be completed based on the current rate schedules for Consultant and Subconsultant (not yet available). Future year rate schedules shall be subject to approval of the Owner. If agreement is not reached on the future year rate schedules by the Consultant and Owner, then either party may terminate this Contract upon thirty (30) days' written notice. Owner shall make prompt monthly payments in response to Consultant's monthly statements, subject to approval of the Owner.

Other Provisions Concerning Payments

The Owner shall pay Consultant based on monthly statements to a combined value of ninety percent (90%) of the Contract amount. The remaining ten percent (10%) shall be paid to the Consultant upon final completion of the Consultant's services and approval thereof by the Owner.

If Owner fails to make any payment due Consultant for services and expenses within thirty (30) days after receipt and approval by the Owner of Consultant's statement therefore, the amounts due Consultant will be increased at the rate of one percent (1%) per month from said thirtieth (30th) day, and in addition, Consultant may, after giving thirty (30) days' written notice to Owner, suspend services under this Contract until Consultant has been paid in full all amounts due for services, expenses, and charges.

A complete statement shall, at a minimum, contain the following information: Project name, Contract number, AIP number if applicable, total Contract value, total value of previous invoices, total value of current payment due, total remaining Contract value following the current payment, a statement of the services rendered during the billing period, and a statement of the progress of the completion of the scope of services.

In no case shall the remaining Contract value be less than the value of the services remaining to complete the scope of services under this Contract and appropriate Task Order, as determined by the Owner.

Access to Records

The Consultant and its subcontractors are to maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred and to make such materials available at their respective offices at all reasonable times during the Contract period, and for three (3) years from the date of final payment under the Contract for inspection and audit by the Owner and/or the FAA, and copies thereof shall be furnished, if requested.

The Consultant's records supporting cost proposals shall also be available for review by authorized representatives of the FAA and/or the Owner for a period of three (3) years from the date of final payment under the Contract by mutual agreement of the parties of this Contract.

Period of Service

Compensation for the Consultant's services as provided elsewhere in this Contract has been agreed to in anticipation of an orderly and continuous progress of the Consultant's services through completion. In this regard, if the services covered by this Contract and as described in each specific Task Order have not been completed within twenty-four (24) months of each specific Task Order date, through no fault of the Consultant, then either the Owner or Consultant may terminate the specific Task Order and the Consultant shall be paid for all services completed, and reimbursed for all costs directly related to such specific Task Order as approved by Owner.

Miscellaneous Provisions

Ownership of Instruments of Service

All data, documents, and electronic media including original plans, specifications, reports, maps, basic survey notes and sketches, charts, and computations prepared under the terms of the Contract shall be delivered to and become the property of the Owner. In the event any of the above documents are re-used by the Owner,

the nameplates will be removed and the Consultant will be released of subsequent liabilities. There shall be no legal limitations upon the Owner in the subsequent use of plans or ideas developed in this project and incorporated in the preliminary or final reports or plans for the subsequent preparation of construction plans.

Changes in Scope of Services

The Owner may, from time to time, request changes in the scope of services of the Consultant to be performed as outlined in each Task Order. Such changes shall be incorporated in written amendments to the specific Task Order. When there is a change in the scope, complexity, or character of the services performed, the specified fees as listed in the specific Task Order under this Contract will be reappraised. If the Consultant believes that it has been asked to perform work beyond the scope of services covered by a Task Order under this Contract, they shall promptly notify the Owner, in writing, of their intention to make claim for such extra compensation. The Consultant shall proceed with work under Contract and parties will negotiate a supplemental agreement to the specific Task Order.

Record Documents

Upon completion of the work as outlined in each specific Task Order, the Consultant shall compile for and deliver to the Owner one (1) set of Record Documents and electronic data files conforming to the marked up prints, drawings, and other data furnished to the Consultant by the Contractor. This set of Record Documents and electronic data files will show the reported location of the work and significant changes made during the construction process. Because these Record Documents are based on unverified information provided by other parties, which will be assumed reliable, the Consultant cannot and does not warrant the accuracy of information provided by others.

Extra Work

If the Consultant is of the opinion that any work it has been directed to perform is beyond the scope of a specific Task Order, and constitutes "Extra Work," it shall promptly notify the Owner in writing to that effect. In the event that the Owner determines that such work does constitute "Extra Work," the Owner shall provide extra compensation to the Consultant upon the basis of a negotiated fixed fee to be calculated as described in the specific Task Order under this Contract. Unless written approval for "Extra Work" has been secured in advance from the Owner, no claims will be allowed.

Suspension and Termination of Contract

In the event of the death of any member or partner of the Consultant's firm, the surviving member shall complete the work as described in each Task Order under this Contract, unless otherwise mutually agreed upon by the Owner and the survivors.

In the event Consultant fails to comply with any provisions of this Contract and/or Task Order under this Contract, or if the progress or quality of the work is unsatisfactory, Owner may serve written notice thereof upon Consultant, and if Consultant neglects within a period of twenty (20) days thereafter to commence and thereafter complete to satisfaction of Owner its efforts to correct such failure, Owner may terminate the Contract and/or Task Order under this Contract, upon written notice to Consultant. Upon such termination, Consultant shall cease its performance of this Contract and shall deliver to Owner all completed or partially completed satisfactory work including but not limited to all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, and summaries and Owner shall pay to Consultant the amount due for such satisfactory work up until the time of notice, unless additional billing is authorized in writing by Owner.

Owner reserves the right to terminate this Contract and Task Orders under this Contract, in the event it shall abandon or indefinitely postpone a specific project as defined in the Task Orders. Such termination shall be accomplished by written notice to that effect delivered to Consultant. Upon receipt of such notice, Consultant shall immediately cease work and deliver to Owner all completed or partially completed work. Payment to Consultant shall be made for work performed prior to receipt by Consultant of such termination notice, together with Consultant's costs authorized by the Owner for closing down its work, and Consultant shall have no claim for loss of anticipated profits or any additional compensation.

In the event the Owner, for fault on the part of the Consultant terminates the Contract and Task Orders under this Contract, the Consultant shall be paid only for work satisfactorily performed and delivered up to the date established by the termination notice. After audit of the Consultant's actual costs to the date established by the Owner in the termination notice and after determination by the Owner of the amount of work satisfactorily performed, the Owner shall determine the amount to be paid the Consultant.

The Owner may, by written notice to the Consultant, terminate this Contract and Task Orders for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Contract, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause

The right is reserved by the Owner to suspend this Contract and the Task Orders under this Contract at any time. Such suspension may be affected by the Owner by giving the Consultant written notice, and will be effective as of the date established in the suspension notice. Payment for the Consultant's services will be made by the Owner to the date established in the suspension notice in accordance with Paragraph 2 above. The Consultant shall perform no billable services after the date of termination given in the notice.

Should the Owner wish to reinstate the work after notice of suspension, such reinstatement may be accomplished by thirty (30) days' written notice within a period of one (1) year after such suspension, unless this period be extended by written consent of the Consultant.

Unless this Contract and the Task Orders under this Contract have been terminated prior to the completion of the work as hereinbefore provided, this Contract and the Task Orders under this Contract shall not be considered terminated upon completion and acceptance of the work, or upon final payment therefore, but shall be considered to be in full force and effect for the purpose of requiring the Consultant to make such revisions or corrections in the work as are necessary to correct errors made by the Consultant in the work or for the purpose of having the Consultant make revisions in the work at the request of the Owner as "Extra Work."

Standard of Care and General Compliance with Laws

Services provided by the Consultant under this Contract and the Task Orders under this Contract will be performed and delivered to a standard of care exercised by competent, knowledgeable, trained, and experienced professionals; and in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. The Consultant shall exercise usual and customary professional care in his or her efforts to comply with all local, state, and federal codes, regulations, laws, statutes, etc. in effect as of the date of this Contract.

In the event of a change in laws, regulations, et. al., of which the Consultant becomes aware and which the Consultant believes affects work for the Owner, the Consultant shall inform the Owner of the change and its impact on work already done or to be done, fees and costs involved, and scheduling. If either the Owner or the Consultant believes the change requires a renegotiation of this Contract or the Task Orders under this Contract both the Owner and the Consultant agree to bargain promptly and in good faith, to permit the Consultant to continue to meet the Owner's needs. If a renegotiated contract and/or the Task Orders under this Contract cannot be agreed to, the Owner and Consultant mutually agree to termination of this Contract and/or the Task Orders under this Contract.

The Consultant shall provide appropriate notification of proposed construction to the FAA in accordance with Federal Aviation Regulations Part 157.

In compliance with the applicable laws, the Consultant shall commit no trespass on any public or private property in performing any of the services embraced by this Contract.

Subletting, Assignment, or Transfer (Subcontracting)

Subletting, assignment, or transfer of all or part of the interest of the Consultant is prohibited unless written consent is obtained from the Owner.

The Consultant may subcontract such professional or technical assistance as he shall deem necessary, provided that the Consultant shall remain fully responsible hereunder (as covered by the indemnification clauses in each subcontract), and provided further that such subcontract shall first be approved by the Owner and further that such subcontractor must comply with all provisions of this Contract and/or with the Task Orders under this Contract.

Forbidding the Use of Outside Agents

The Consultant warrants that they have not employed or retained any company or person, other than a bona fide employee working for the Consultant, to solicit or secure this Contract and/or the Task Orders under this Contract, and that they have not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Contract and/or the Task Orders under this Contract. For breach or violation of this warranty, the Owner shall have the right to annul this Contract without liability or, at its discretion to deduct from the Contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

Employment of Owner or FAA

The Consultant shall not engage the services of any person or persons then in the employ of the Owner or FAA for work covered by this Contract and/or the Task Orders under this Contract, without the written consent of the employers of such persons.

Personnel

The Consultant represents that they have, or will secure at their own expense, all personnel required in performing the services under this Contract and the Task Orders under this Contract. Such personnel shall not be employees of or have any contractual relationship with the Owner, except those Owner's personnel assigned to the project under the agreed upon terms.

All services required hereunder will be performed by the Consultant or under his or her supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

Nondiscrimination

In connection with the performance of work under this Contract and the Task Orders under this Contract, the Consultant agrees not to discriminate against any employee or applicant for employment because of race, sex, religion, color, or national origin. The Consultant will take affirmative action to ensure the applicants are employed, and that employees are treated during employment, without regard to their race, sex, religion, color, or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of the nondiscrimination clause.

The Consultant will comply with the Owner's Affirmative Action Program requirements.

Noncollusion Clause

Neither the Consultant, nor anyone in the employment of the Consultant has employed any person to solicit or procure this Contract nor will the Consultant make any payment or agreement for payment of any compensation in connection with the procurement of this Contract.

Furthermore, there is no contract, agreement or arrangement, either oral or written, expressed or implied, contemplating any division of compensation for services rendered under this Contract, or participation therein, directly or indirectly, by any other person, firm or corporation. Except if shown by the contract another contractor jointly servicing the Consultant in the same capacity.

Furthermore, neither the Consultant nor anyone in the employment of the Consultant has either directly or indirectly entered into any agreement, participated in any collusion or otherwise take any action in restraint of free competitive bidding in connection with this Contract.

Opinions of Probable Cost

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in the Task Orders which will become a part hereof, are to be made on the basis of the Consultant's experience and qualifications and represent the Consultant's best judgment as an experienced and qualified design professional. It is recognized, however, that the Consultant does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or the contractor's methods of determining their prices, and that any evaluation of any facility to be constructed, or reacquired, or work to be performed on the basis of the Consultant's cost opinions, must of necessity, be speculative until completion of construction or acquisition. Accordingly, the Consultant cannot and does not guarantee

that bids or actual construction and/or acquisition costs will not substantially vary from opinions, evaluations, or studies submitted by the Consultant to the Owner hereunder.

Indemnification of Owner

The Consultant agrees, to the fullest extent permitted by law, to defend, indemnify and hold the Owner, its employees, the City of Oelwein and its employees harmless from any and all damage, liability or cost, including reasonable attorney fees and costs of defense, arising out of the Consultant's acts in the performance of services under this Contract and any Task Orders under this Contract and those of its subconsultants or anyone for whom the Consultant is legally liable.

The Consultant is not obligated to indemnify the Owner in any manner whatsoever for the Owner's own negligence.

Insurance

The Consultant shall provide and maintain Professional Liability, Errors, and Omissions and liability insurance to protect and indemnify the Owner from claims or suits in connection with errors or omissions in the work which is the subject of this Contract and the Task Orders under this Contract, and in accordance with the above Section N, "Indemnification of Owner". Additionally, the Consultant shall provide and maintain Public Liability and Property Damage Insurance so as to protect and indemnify the Owner as provided above, for such covered claims or suits in connection with the work, which is the subject of this Contract and the Task Orders under this Contract, and in accordance with the above Section N, "Indemnification of Owner". The Consultant shall furnish to the Owner certificates issued by insurance companies acceptable to the Owner showing policies carried and limits covered as follows:

* Professional Liability, Errors, and Omissions Insurance with a minimum stated coverage of \$1,000,000.

If this coverage is written on claims made basis, the Certificate of Insurance must clearly state coverage is on a claims made basis and coverage must remain in effect for at least two (2) years after final payment with the Consultant furnishing the Owner satisfactory evidence of continuation of insurance at final payment and one (1) year thereafter.

* Worker's Compensation and Employer's Liability and the limits required by the statutes of Iowa.

Comprehensive General Liability Coverage and Contractual Liability Insurance as applicable to the Consultant's obligations. Said insurance with limits not less than:

Personal Injury \$1,000,000 each person and \$1,000,000 each accident

Property Damage \$1,000,000 each accident

Automobile Liability Insurance \$1,000,000 each person and \$1,000,000 each accident

In addition to that specified above, the insurance carried by the Consultant shall include a specific endorsement naming the City of Oelwein, its employees, and the City of Oelwein, Iowa and its employees, as additional insured for all liability arising out of the Consultant's work or operations under this Contract.

(*- The Owner, its employees, and the City of Oelwein, Iowa and its employees shall not be endorsed as additional insureds on the items noted with an asterisk.)

Records

All records kept and maintained by the Consultant shall show actual time devoted and costs incurred for this Contract and the Task Orders under this Contract.

Construction Progress Reports

The Consultant shall complete construction progress reports where the Contract period exceeds one (1) month in duration. These reports may be forwarded to the Owner or FAA at their request.

Patents

The Consultant shall agree to defend, save, keep, bear harmless, and fully indemnify the Owner and all its employees or agents from damages, costs, or expenses in law and equity, that may arise, or be set up, for infringement of the patent rights of any person or persons in consequence of the use by the Owner or by any of its employees or agents, or articles supplied under this Contract. The Owner will give to the Consultant prompt notice in writing of any suit or proceeding and provide the Consultant all information, assistance, and authority available.

Engineer's Certification on Plans

The Consultant shall endorse the completed plans and report prepared under this Contract and the Task Orders under this Contract and shall affix thereto the seal of a registered professional engineer, licensed to practice in the State of Iowa, in accordance with the Code of Iowa.

Titles

The titles, such as for Sections, Paragraphs, or Parts, used in this Contract are for general reference only and are not part of the Contract.

Notices

All notices required by law or by this Contract and/or the Task Orders under this Contract to be given to the Consultant must be written and may be given personally or by depositing the same in the United States mail, postage prepaid, and addressed to the Consultant at such premises and at the following address:

All notices required or permitted to be given to the Owner hereunder shall be given by United States mail, postage prepaid, and addressed to:

Dylan Mulfinger
City Administrator
City of Oelwein
20 2nd Ave SW Oelwein, Iowa 50662

Notice shall be deemed given as of the date said notice is deposited in the mail or personally delivered.

The parties must notify each other promptly in the event of a change in name or address.

Controlling Law

This Contract is to be governed by the laws of the State of Iowa.

Survival

All express representations and indemnifications made in or given in the Contract will survive the completion of all services of the Consultant under this Contract or the termination of this Contract for any reason.

Severability

Any provision or part of this Contract held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and the Consultant, who agree that the Contract shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their proper officials thereunto duly authorized as of the dates below indicated:

Owner:	Consultant
City of Oelwein	
Signer Name:	Signer Name:
Date:	Date:
Attest Name:	Attest Name:

Attachments:

- Sample Task Order
- Company Rate Schedule
- Owner's Responsibility
- Required Federal Clauses for Professional Services Contracts
- Duties, Responsibilities, and Limitations of Authority of Resident Project Representative
- Standards for Construction Observation Services

Attachment No. 1
(Sample Task Order) Task Order No.

In accordance with Section III, paragraph A of the Contract between Owner and Consultant for Professional Services dated Month, Day, Year Consultant agree as follows:

Specific Project Data

Title:
Description:

Services of Consultant

(Incorporate applicable scope of services information)

Owner’s Responsibilities

(Incorporate applicable information)

Times for Rendering Services

Phase Completion Date

Phase	Completion Date

Payments to Engineer

METHOD OF PAYMENT, LUMP SUM:

The total compensation for services identified under Section 1 of the Task Order shall be \$\$\$ based on the following distribution:

Phase	Compensation
Study and Report	
Preliminary Design	
Final Design	
Bidding	
Total	

Method Of Payment, Direct Labor Costs Times A Factor:

The following estimated cost for Construction Administration Services shall be based on a maximum of a (##) (working/calendar) day construction period. In the event the construction period exceeds this time frame; any additional Construction Administration Services shall be renegotiated.

Direct Labor	
Overhead	
Non-Salary Expenses	
Subtotal	
Subcontractors	
Total Costs	
Fixed Payment	
Total	

The following estimated cost for Construction Observation/Resident Project Services, shall be based on a maximum of a () working/calendar day construction period. In the event the construction period exceeds this time frame; any additional Resident Project Services shall be renegotiated.

Direct Labor	
Overhead	
Non-Salary Expenses	
Subtotal	
Subcontractors	
Total Costs	
Fixed Payment	
Total	

Compensation for construction period services described in Attachment A, "Engineering Services Scope of Work" shall be a cost-plus-a-fixed-payment method of payment:

The fixed payment for the scope of work included in this Contract shall be ____, provided the costs remain under a specified ceiling of ____. Should the scope of work described by this amendment change, the upper limit of the costs ____, as well as the fixed payment, shall be renegotiated as applicable to the revised scope. This estimated cost was computed using the scope of work previously referenced and the rate schedules for the persons expected to perform the work. The appropriate rate schedules for this project are particularly described ____ " ____ . Rate Schedule" attached to and made a part hereof this Task Order

Summary of Estimated Costs

Total Costs (Parts 6-7)		
Fixed Payment		
Overall Total		

Method of payment, standard hourly rates:

The Standard Hourly Rates shall be as shown on Attachment No. 2 to the Contract, in accordance with Section IV, Paragraph A.

The total compensation for services identified under Section 1 of the Task Order will be \$___ based on the following distribution:

PHASE	COMPENSATION
Study and Report	
Special Services	
Total	

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Contract. Consultant is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is Day Month Year.

Owner:	Consultant
City of Oelwein	
Signer Name:	Signer Name:
Title:	Title:
Date:	Date:
Designated Representative for Task Order:	Designated Representative for Task Order:

Attachment No. 2

CLASSIFICATION HOURLY RATE

Classification	Hourly Rate
Project Manager III	
Project Manager II	
Project Manager I	
Project Engineer III	
Project Engineer II	
Project Engineer I	
Staff Engineer III	
Staff Engineer II	
Staff Engineer I	
Engineering Technician III	
Engineering Technician II	
Engineering Technician I	
CADD Technician III	
CADD Technician II	
CADD Technician I	
Field Technician III	
Field Technician II	
Field Technician I	
Administrative Assistant	

Reimbursable Expenses

All materials and supplies used in the performance of work on this project will be billed at cost.

Auto mileage will be reimbursed on the basis of \$___per mile. Service vehicle mileage will be reimbursed on the basis of \$___per mile.

Charges for outside services such as soils and materials testing, fiscal, legal will be billed at their invoice cost.

All other direct expenses will be invoiced at cost.

Attachment No. 3 Owner's Responsibility

To permit the Consultant to perform the services required hereunder, the Owner shall supply in proper time and sequence the following at no expense to the Consultant:

Designate in writing, a person to act as the Owner's representative with respect to the services to be rendered under this Contract. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define the Owner's policies with respect to the Consultant's services.

Furnish, as required for performance of the Consultant's services (except to the extent provided otherwise in Attachment No. 1 or in future Task Orders), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests, and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed, and other land use restriction; and other special data not covered in Attachment No. 1 or in future Task Orders.

Provide access to and make all provisions for the Consultant to enter upon publicly-owned property as required to perform the work.

Act as liaison with other agencies to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project; and such approvals and consents from others as may be necessary for completion of the Project.

Examine all reports, sketches, drawings, specifications and other documents prepared and presented by the Consultant, obtain advice of an attorney, insurance counselor or others as the Owner deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of the Consultant.

Give prompt written notice to the Consultant whenever the Owner observes or otherwise becomes aware of any development that affects the scope or timing of the Consultant's services or any defect in the work of Construction Contractor(s), Consultants, or the Consultant.

Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of these General Provisions, "pollution" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste, pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended.

If the Consultant encounters, or reasonably suspects that it has encountered, asbestos, or pollution, including soil contamination in the Project area, the Consultant shall cease activity in said area and promptly notify the Owner who shall proceed as set forth above. Unless otherwise specifically provided in Attachment No. 1 or in future Task Orders, the services to be provided by the Consultant do not include identification of asbestos or pollution, including soil contamination and the Consultant has no duty to identify or attempt to identify the same in the Project area.

Provide such inspection services (except to the extent provided otherwise in Attachment No. 1 as the Owner may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code, or

order applicable to their furnishing and performing the work.

Provide available "record" drawings and specifications for all existing physical plants or facilities, which are pertinent to the Project.

Provide other services, materials, or data as may be set forth in Attachment No. 1 or in future Task Orders.

Attachment No. 4

Required Federal Clauses for Professional Services Contracts CIVIL RIGHTS ACT OF 1964, Title VI - 49 CFR Part 21 Contractual Requirements

During the performance of this Contract the Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

Compliance with Regulations. The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Contract.

Nondiscrimination. The Contractor, with regard to the work performed by it during the Contract, shall not discriminate on the grounds of race, color, procurement of materials, and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices with the Contract covers a program set forth in Appendix B of the Regulations.

Solicitations for Subcontracts, Including Procurement of Materials and Equipment. In all solicitations either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this Contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

Information and Reports. The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Owner or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the Owner or the FAA, as appropriate, and shall set forth what efforts it has made to obtain the information.

Sanctions for Noncompliance. In the event of the Contractor's noncompliance with the nondiscrimination provisions of this Contract, the Owner shall impose such Contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

Withholding of payments to the contractor under the Contract until the Contractor complies; and/or Cancellation, termination, or suspension of the Contract, in whole or in part.

Incorporation of Provisions. The Contractor shall include the provisions of paragraphs 1 through 5 in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Owner of the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may require the Owner to enter into such litigation to protect the interests of the Owner and in addition, the Contractor any request the United States to enter into such litigation to protect the interests of the United States.

Airport And Airway Improvement Act Of 1982, Section 520 General Civil Rights Provisions

The Consultant/Contractor/Tenant/Concessionaire/Lessee assures that it will comply with pertinent statutes. Executive orders and such rules are as promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision obligates the Consultant/Tenant/Concessionaire/Lessee or its transferee for the period during which Federal assistance is extended to the airport program except where Federal assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon. In these cases, the provision obligates the party or any transferee for the longer of the following periods: (a) the period during which the property is used by the airport Owner or any transferee for a purpose for which Federal assistance is extended or for another purpose involving the provision of similar services or benefits or (b) the period during which the airport Owner or any transferee retains ownership or possession of the property. In the case of Contractors, this provision binds the Contractors from the bid solicitation period through the completion of the Contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

Participation By Disadvantaged Business Enterprises Inspection Of Records - 49 Cfr Part 18

The Consultant shall maintain an acceptable cost accounting system. The Consultant agrees to provide the Owner, the FAA, the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, paper, and records of the Consultant, which are directly pertinent to the specific contract for the purposes of making an audit, examination, excerpts, and transcriptions. The Consultant agrees to maintain all books, records, and reports required under this Contract for a period of not less than three (3) years after final payment is made and all pending matters are closed.

Rights To Inventions - 49 Cfr Part 18

All rights to inventions and materials generated under this Contract are subject to regulations issued by the FAA and the Owner of the Federal grant under which this Contract is executed.

Breach Of Contract Terms Sanctions - 49 Cfr Part 18

Any violation or breach of the terms of this Contract on the part of the Consultant or subcontractor may result in the suspension or termination of this Contract or such other action, which may be necessary to enforce the rights of the parties of this Contract. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Consultant until such time the Consultant corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

Disadvantaged Business Enterprises (Dbe) Required Statements - 49 Cfr Part 26

Consultant Responsibilities - The Consultant shall agree to the below stated DOT policy and DBE obligation

and further agrees to insert the following clauses in any subcontract:

Contract Assurance (26.13). The Consultant or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (26.29). The Consultant agrees to pay all subcontractors for satisfactory performance of their contracts no later than seven (7) days from the date the Consultant received payment or should have received payment when the reason for non-payment or is not the subcontractor's fault. The Consultant agrees to return all retainage held on all bonded subcontractors within thirty (30) days after the subcontractor's work is satisfactorily completed. Non-bonded subcontractors may be required to submit proof of payment for all material bills and wages to the Consultant before the Consultant is required to pay the retainage. If the Consultant is found to be in noncompliance with the prompt payment clause they will be subject to sanctions enforced by the Owner. The sanctions include issuing two-party checks for the payment of the Consultant's application for payment. The two-party check will be made payable to the Consultant and its subcontract. Also, the Owner may withhold funds due the Consultant pursuant to provisions of Chapter 573, Code of Iowa.

Trade Restriction Clause - 49 Cfr Part 30

The Consultant or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- Is not owned or controlled by one (1) or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- Has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one (1) or more citizens or nations of a foreign country on said list; and
- Has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a Consultant or subcontractor who is unable to certify to the above. If the Consultant knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the FAA may direct through the Owner cancellation of the Contract at no cost to the Government.

Further, the Consultant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The Consultant may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The Consultant shall provide immediate written notice to the Owner if the Consultant learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the Consultant if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the Consultant or subcontractor knowingly rendered an erroneous

certification, the FAA may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a Consultant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

Certification Regarding Debarment, Suspension, Ineligibility, And Voluntary Exclusion - 49 Cfr Part 29

The Consultant/Bidder/Offeror certifies, by submission of this proposal or acceptance of this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts and subcontracts. Where the Bidder/Offeror/Contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/proposal.

Termination Of Contract - 49 Cfr Part 18

The Owner may, by written notice, terminate this Contract in whole or in part at any time, either for the Owner's convenience or because of failure to fulfill the Contract obligations. Upon receipt of such notice, services shall be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this Contract, whether completed or in progress, delivered to the Owner.

If the termination is for the convenience of the Owner, an equitable adjustment in the Contract price shall be made, but no amount shall be allowed for anticipated profit on unperformed services.

If the termination is due to failure to fulfill the Consultant's obligations, the Owner may take over the work and prosecute the same to completion by contract or otherwise. In such case, the Consultant shall be liable to the Owner for any additional cost occasioned to the Owner thereby.

If, after notice of termination for failure to fulfill Contract obligations, it is determined that the Consultant had not so failed, the termination shall be deemed to have been effected for the convenience of the Owner. In such event, adjustment in the Contract price shall be made as provided in paragraph 2 of this clause.

The rights and remedies of the Owner provided in this clause are in addition to any other rights and remedies provided by law or under this Contract.

Lobbying And Influencing Federal Employees

No Federal appropriated funds shall be paid, by or on behalf of the Consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant and the amendment or modification of any Federal Grant.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal grant, the Consultant shall complete and submit Standard Form - LLL, "Disclosure of Lobby Activities," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Contract Workhours And Safety Standards Act Requirements

Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph 2 of this clause.

Subcontractors.

The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

Texting When Driving

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Consultant to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Consultant must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

Energy Conservation Requirements

Consultant and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201et seq).

Federal Fair Labor Standards Act (Federal Minimum Wage)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The consultant has full responsibility to monitor compliance to the referenced statute or regulation. The consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

Seismic Safety

In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard which provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a "certification of compliance" that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

Veteran's Preference

In the employment of labor (excluding executive, administrative, and supervisory positions), the contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

Attachment No. 5

Duties, Responsibilities, And Limitations of Authority of Resident Project Representative

General

Resident Project Representative is Consultant's Agent and will act as directed by and under the supervision of Consultant also referred to in this Attachment as Engineer, and will confer with Consultant regarding their actions. Resident Project Representative's dealings in matters pertaining to the on-site work shall in general be only with Consultant and Contractor, and dealings with subcontractors shall only be through or with the full knowledge of Contractor. Written communication with Owner will only be through or as directed by Consultant.

Duties and Responsibilities.

Resident Project Representative will:

1. Schedules: Review the progress schedule, schedule of Shop Drawing submissions, and schedule of values prepared by Contractor and consult with Consultant concerning their acceptability.
2. Conferences: Attend preconstruction conferences, arrange and schedule progress meetings, and other job conferences as required in consultation with Consultant and notify those expected to attend in advance. Attend meetings and maintain and circulate copies of minutes thereof.
3. Liaison:
 - a. Serve as Consultant's liaison with Contractor working principally through Contractor's superintendent and assist him in understanding the intent of the Contractor documents. Assist Consultant in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-site operations.
 - b. As requested by Consultant, assist in obtaining from Owner additional details or information, when required at the job site for proper execution of the work.
4. Shop Drawings and Samples:
 - a. Receive and record date of receipt of Shop Drawings and samples, receive samples which are furnished at the site by Contractor, and notify Consultant of their availability for examination.
 - b. Advise Consultant and Contractor or its superintendent immediately of the commencement of any work requiring a Shop Drawing or sample submission if the submission has not been approved by Consultant.
5. Review of Work, Rejection of Defective Work, Inspections, and Tests:
 - a. Conduct on-site observations of the work in progress to assist Consultant in determining if the work is proceeding in accordance with the Contract documents and that completed work will conform to the Contract documents.
 - b. Report to Consultant whenever he believes that any work is unsatisfactory, faulty or defective or does not conform to the Contract documents, or does not meet the requirements of any inspections, tests or approval required to be made or has been damaged prior to final payment and advise Consultant when they believe work should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection, or approval.
 - c. Verify that tests, equipment and systems startups, and operating and maintenance instructions are conducted as required by the Contractor documents and in the presence of required personnel and that Contractor maintains adequate records thereof, observe, record, and report to Consultant appropriate details relative to the test procedures and startups.

- d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the project, record the outcome of these inspections, and report to Consultant.
- e. Advise the Contractor, the Airport Manager of Engineering, Maintenance & Operations, and/or the FAA of safety concerns noted during construction operations.
6. Interpretation of Contract Documents: Transmit to Contractor Consultant's clarifications and interpretations of the Contract documents.
7. Modifications: Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report them with recommendation to Consultant.
8. Records:
 - a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples submissions, reproductions of original Contract documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract. Consultant's clarifications and interpretations of the Contract documents, progress reports, and other project-related documents.
 - b. Keep a diary or logbook, recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials and representatives of manufacturers, fabricators, suppliers and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures. Send copies to Consultant.
 - c. Record names, addresses, and telephone numbers of all Contractors, subcontractors, and major suppliers of materials and equipment.
9. Reports:
 - a. Furnish Consultant periodic reports as required of progress of the work and Contractor's compliance with the approved progress schedule and schedule of Shop Drawing submissions.
 - b. Consult with Consultant in advance of scheduled major tests, inspections, or start of important phases of the work.
 - c. Report immediately to Consultant upon the occurrence of any accident.
10. Payment Requisitions: Review applications for payment with Contractor for compliance with the established procedure for their submission and forward those with recommendations to Consultant, noting particularly their relation to the schedule of values, work completed and materials and equipment delivered at the site but not incorporated in the work.
11. Certificates, Maintenance, and Operation Manuals: During the course of the work, verify that certificates, maintenance, and operation manuals and other data required to be assembled and furnished by Contractor are applicable to the items actually installed and deliver this material to Consultant for their review and forwarding to Owner prior to final acceptance of the work.
12. Completion:
 - a. Before Consultant issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
 - b. Conduct final inspection in the company of Consultant, Owner, and Contractor and prepare a final list of items to be completed or corrected.
 - c. Verify that all items on final list have been completed or corrected and make recommendations to Consultant concerning acceptance.

Limitations of Authority.

1. Except upon written instructions of Consultant, Resident Project Representative:
2. Shall not authorize any deviation from the Contract documents or approve any substitute materials or equipment.
3. Shall not exceed limitations on Consultant's authority as set forth in the Contractor documents.
4. Shall not undertake any of the responsibilities of Contractor, subcontractors, or Contractor's

superintendent, or expedite the work.

5. Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences, or procedures of construction unless such is specifically called for in the Contract documents.
6. Shall not advise on or issue direction as to methods of eliminating safety concerns noted in connection with the work.
7. Shall not authorize Owner to occupy the Project in whole or in part.
8. Shall not participate in specialized field or laboratory tests, with the exception of nuclear density testing and fresh concrete testing, as required by the specification or directed by the Consultant.

Attachment No. 6

Standards For Construction Observation Services

Minimum Qualifications for Personnel, Equipment, and Facilities to be provided by the Consulting Engineering Firm responsible for Construction Observation Services to verify that the construction is in general accordance with the approved plans and specifications.

1. Scope
 - a. The Consulting Engineering Firm (Engineer) shall provide Construction Observation Services for the project described in the basic portion of this document. The Engineer will be required to furnish material, provide qualified personnel and equipment; perform required tests; and submit the reports described herein. The purpose of these services is to verify that the project is being constructed in compliance with the approved plans and specifications.

2. Laboratory Building, Equipment, and Contract Documents
 - a. The Engineer shall assure that a facility suitable for use as a field office and laboratory is provided for in the construction contract documents.
 - b. The Engineer shall assure that equipment required for surveying, material testing, and project inspection is provided for in the construction contract specifications.
 - c. The Engineer shall assure that approved plans and/or specifications are available to construction observation and testing laboratory personnel employed by the Engineer or working under contract with the Consultant.

3. Project Consultant
 - a. The Project Engineer shall be a Professional Engineer, licensed in the state where construction takes place (or a reciprocal state), and shall have overall responsibility for construction observation of the project and confirm to the Owner that the construction is in accordance with the approved plans and specifications. The Engineer shall be on the project site at the beginning of any critical operations and shall supervise all additional construction observation personnel (Critical operations shall be specifically defined in the COP). The Engineer shall have authority to make decisions regarding the project, subject to approval of the Owner and the FAA. Official project documents (i.e. change orders, inspection reports, etc.) shall always be signed by the Project Engineer. Documents shall also be signed by the appropriate construction observer if the Project Engineer is not on site to observe operations. Unless otherwise approved by the FAA, the Project Engineer shall meet the following minimum requirements:
 - i. Earthwork - 3 years of experience in earthwork construction.
 - ii. Base and Subbase - 3 years of experience in base and subbase construction.
 - iii. Concrete or Asphalt - 5 years of experience in airport or highway pavement construction.
 - b. During construction operations which require observation or testing, either the Project Engineer or a qualified construction observer shall be on the project site. Qualifications for construction observation personnel are outlined in the appropriate sections.

4. Testing Laboratory
 - a. The laboratory furnishing testing services for the project shall be tested for proficiency by a nationally recognized accreditation program i.e. AASHTO, NVLAP or A2LA. [NOTE: If a testing laboratory can show evidence that it has applied for and paid necessary fees to an acceptable laboratory accreditation program, such evidence may satisfy this requirement.] The laboratory shall only be required to have accreditation for tests required in the project.
 - b. Testing functions occurring in the field such as density testing, material sampling, or specimen preparation may be performed by accredited laboratory personnel or other qualified personnel. The minimum qualifications for field-testing Personnel are outlined

under Part VII. For areas not covered under Part VII, field-testing personnel shall have as a minimum, one (1) year of experience with the appropriate material and construction methods.

5. Construction Observation Program

- a. At least a minimum of ten (10) days prior to the pre-construction meeting the Engineer shall submit a COP to the FAA for approval. [NOTE: An approved COP will be required prior to FAA authorization to issue Notice to Proceed.] The COP shall detail the measures and procedures to be used by the Engineer to comply with quality assurance provisions of the construction contract, including, but not limited to, all quality assurance provisions and tests required by the project specifications. The program shall include the following items as a minimum:
 - i. Name of the person representing the Owner who has overall responsibility for [construction] contract administration for the project and the authority to take necessary actions to comply with the Contract.
 - ii. Names of testing laboratories and a certificate of accreditation indicating proficiency in specific test standards.
 - iii. Names of other engineering firms with quality assurance responsibilities for the project including a description of the services to be provided by each firm.
 - iv. List qualifications for the Project Engineer, site inspectors, laboratory personnel, and testing personnel.
 - v. Listing of all tests required by the [construction] contract specification, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test.
 - vi. Procedures for confirming that:
 1. Tests are taken in accordance with the approved COP;
 2. Tests are documented properly;
 3. Corrective actions/retesting are taken for failed tests;
 4. Mix designs meet project specifications and Engineer's approval is properly documented;
 5. Quality and quantity; and
 6. Reports are transmitted to proper parties.

6. Surveying

- a. The surveying included in this portion of the engineering Contract is for construction of the project. All field notes and data collected during design will be available to the Project Engineer regardless of who designs the project. The survey party shall consist of a party chief and a qualified survey crew. If property surveying is required, the party chief shall be a registered land surveyor.
- b. Unless otherwise specified in the Contract documents, the Contractor shall be responsible for all construction staking. The Owner's survey personnel shall not be employed by the Contractor. The Owner's survey party shall establish initial vertical and horizontal control points, make spot checks on alignment, verify proper cross sections of the completed pavement layers (subgrade, subbase, base course, and surface course) and verify final cross sections for computing final pay quantities. In the event that the Owner is also responsible for construction staking, the survey party shall be responsible for horizontal layout and vertical control, grade staking, verifying the final grades of the completed subgrade, subbase, base course, and surface course layers and verifying final cross sections for computing final pay quantities.

7. Construction, Observation, and Material Testing

- a. Subgrade, Subbase, and Base Course Construction Personnel.
 - i. Field Construction Observer: The Engineer shall provide at least one (1) on-site construction observer per shift with a minimum of two (2) years experience in

earthwork, and aggregate subbase/base course construction. A four (4) year college degree in engineering or a certificate of completion from an acceptable training course may be substituted for up to one (1) year of experience (requires approval by the FAA). If additional assistant construction observers are required they shall have a working knowledge of earthwork and subbase/base coarse construction procedures.

- ii. Field-testing Personnel: Unless otherwise required in the construction specifications, field-testing personnel shall have a minimum of one (1) year experience in field-testing of subgrade, subbase, and base courses. In lieu of working experience, a certificate of completion from an acceptable training course may be accepted, (requires approval by the FAA).
 - iii. Laboratory Personnel: The supervisor(s) of the main testing laboratory and field laboratory shall have as a minimum two (2) years of prior employment with the official project testing laboratory or other testing laboratories with approved accreditation. The supervisor is ultimately responsible for the testing activity, but need not be present for field sampling or field-testing.
8. Bituminous Paving Observation Personnel.
- a. Field and Plant Inspectors: The Engineer shall furnish a sufficient number of observers to adequately observe plant and field laydown operations. A minimum of one (1) on-site observer per shift shall have at least five (5) years of experience in the field of bituminous pavement construction. A four (4) year college degree in engineering or a certificate of completion from an acceptable training course may be substituted for up to one (1) year of experience (requires approval by the FAA). Additional assistant observers shall have a working knowledge of the appropriate construction procedures. This includes observers for construction of bituminous seal coats and surface courses.
 - b. Field-testing Personnel: Unless otherwise required in the construction specifications, field-testing personnel shall have a minimum of one (1) year experience in field-testing and sampling of bituminous concrete. In lieu of working experience, a certificate of completion from an acceptable training course may be accepted (requires approval by the FAA).
 - c. Laboratory Personnel: The supervisor(s) of the main laboratory and field laboratory shall have a minimum of two (2) years of supervisory employment with this laboratory or other laboratories with approved accreditation. Additional laboratory personnel shall have a working knowledge of bituminous mixture testing. The supervisor is ultimately responsible for the testing activity, but need not be present for field sampling or field-testing.
9. Concrete Paving and Structural Concrete Observation Personnel.
- a. Field Observers: The Engineer shall furnish a sufficient number of observers to adequately observe plant and field placement operations. A minimum of one (1) on-site observer per shift shall have at least five (5) years experience in concrete pavement construction. A four (4) year college degree in engineering or a certificate of completion from an acceptable training course may be substituted for up to one (1) year of experience (requires approval by the FAA). The observer shall be on site during the placing, initial sawing and initial curing operations. Additional assistant observers shall have a working knowledge of concrete paving procedures.
 - b. Field-testing Personnel: Unless otherwise required in the construction specifications, field-testing personnel shall have a minimum of one (1) year experience in field-testing and sampling of portland cement concrete. In lieu of working experience, a certificate of completion from an acceptable training course may be accepted (requires approval by the FAA).
 - c. Testing Laboratory Personnel: The supervisor of the main laboratory and field laboratory shall have a minimum of two (2) years of employment with this laboratory or other laboratories that have approved accreditation. Additional laboratory personnel shall have a working knowledge of concrete testing. The supervisor is ultimately responsible for the

testing activity, but need not be present for field sampling or field-testing.

10. Manufactured Materials.

- a. For manufactured items such as cement, asphalt, steel, lime, etc., the Project Engineer may accept the vendor's certification that the materials meet the specifications or they may require the material to be tested for compliance to the specifications.

11. Report of Test Results to the Contractor.

- a. The Contractor shall be verbally notified of the test results immediately after the tests have been completed. The information shall include the results of the tests and any payment deductions due to substandard construction materials. In no case shall the Contractor be verbally notified later than four (4) working hours after the test results have been completed. Additional written notification shall be provided to the Contractor within seven (7) days after the tests have been completed.

12. Retesting.

- a. The testing laboratory shall provide written notification to the Owner and the Contractor of additional costs incurred from retesting of failed materials and additional quality assurance tests.

13. Reports.

- a. Weekly Reports: Tests reports including types of tests taken, applicable standards, location of tests, tests results (highlighting those tests which fail specification requirements), provisions for failed tests, and specification requirements shall be recorded and filed in a timely and orderly manner and shall be made available for review by the FAA upon request.
- b. Final Report: At the end of the job the Project Engineer shall submit a final test and quality control report documenting the results of all tests performed. Those tests that failed or did not meet the applicable test standard shall be highlighted and corrective action/retesting noted. The report shall include the pay reductions applied and justification for accepting any out-of-tolerance materials.

Statement of Qualifications
Engineering/Architectural Services
Oelwein Municipal Airport
City of Oelwein, Iowa



October 28, 2021

Mr. Dylan Mulfinger
City Administrator
City of Oelwein
20 - 2nd Avenue SW
Oelwein, Iowa 50662

RE: [Statement of Qualifications: Engineering/Architectural Services](#)
[Oelwein Municipal Airport, Oelwein, Iowa](#)

Dear Mr. Mulfinger:

AECOM is pleased to present our Statement of Qualifications and experience for Engineering/Architectural Services at the Oelwein Municipal Airport. AECOM is a full-service aviation design and planning firm with extensive experience on projects similar to yours. We are truly excited about the opportunity to continue our working relationship with the Oelwein Municipal Airport on these important projects over the next 5-year period.

This Statement of Qualifications is presented to show our interest in and ability to perform a wide variety of services on time and within the allocated budget, as well as our capabilities and experience in similar projects. AECOM offers the following significant advantages to the City of Oelwein:

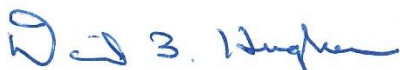
Understanding of the Projects and Knowledge of the Oelwein Municipal Airport. AECOM knows the projects anticipated at the Oelwein Municipal Airport, has provided design and construction services for the recent improvements to the Airport, has built a strong database for future expansion, and has developed relationships with City staff associated with the continued development of the Oelwein Municipal Airport. The City of Oelwein benefits from our understanding and knowledge of the Airport without the need of a learning curve, and our ability to have a team ready to hit the ground running to provide as close as possible to a "turnkey" project while meeting the requirements of the FAA.

Professional Expertise Provided to the Oelwein Municipal Airport. AECOM will provide an Iowa-based team that has full and complete resources of the AECOM organization that is ranked by *Engineering News-Record* as the **No. 1 Midwest Engineering Design Firm and No. 1 in Airport Design Worldwide**. Our team includes professionals with a wide variety of airport specialties which add balance and credibility to the project development, as shown by our recent experience on similar projects. Experience at various airport levels -- with state and federal agencies -- on multi-discipline projects that include national award-winning solutions is part of our personnel qualifications. The City benefits from credible solutions to design issues and projects that will be accepted by reviewing agencies, completed on schedule and within allocated budgets.

David B. Hughes, PE, will continue to be the Project Manager and coordinate with the City staff similar to what he has done in recent years. David is the backbone of the extensive knowledge that AECOM has, and we believe that he will continue to be a valuable resource to the City of Oelwein and the Oelwein Municipal Airport as it continues to develop and expand.

We thank you again for this opportunity, and we look forward to continuing our long-established relationship in meeting the needs and requirements of the projects noted. If you have any questions after reviewing our information, please feel free to contact us.

Yours sincerely,



David B. Hughes, PE
Client Representative / Project Manager



Douglas W. Schindel, PE
Principal-in-Charge

TABLE OF CONTENTS

Cover Letter

I.	Executive Summary.....	1
II.	Introduction / Firm and Contact Information (<i>Criteria 1 & 2</i>).....	3
	1) Introduction.....	3
	2) Firm & Contact Information.....	3
III.	Qualifications and Comparable Previous Experience (<i>Criteria 1, 3, 4 & 8</i>).....	5
	1) Relevant Experience with Similar Projects.....	5
	a) Introduction.....	5
	b) Project Write-Ups.....	7
	c) Ability to Meet Schedule Within Budget / Quality of Previous Work.....	18
	2) Assigned Staff.....	19
	a) Introduction.....	19
	b) Organizational Chart.....	19
	c) Resumes.....	20
IV.	Familiarity with Oelwein Airport (<i>Criteria 5</i>).....	23
	1) Understanding OLZ Airport (<i>Criteria 6</i>).....	23
V.	Approach to Proposed Projects (<i>Criteria 7</i>).....	24
VI.	Disadvantaged Business Enterprise Participation (<i>Criteria 9</i>).....	28
VII.	Current Workload.....	29
VIII.	Benefits of AECOM.....	30

SECTION I

Executive Summary

I. Executive Summary



The AECOM team is the ideal choice for the Oelwein Municipal Airport to execute assignments regardless of the complexity on both airside and landside designs. The typical projects identified in the request for the Statement of Qualifications require the full breadth of engineering and architectural services that we provide. We understand these tasks will require close coordination with key stakeholders, including the Oelwein Municipal Airport, General Aviation flyers and City of Oelwein, as well as Fayette and surrounding counties. Furthermore, our strong relationship with the FAA Central Region Office and Iowa DOT Office of Aviation will be instrumental to the successful completion of assignments. With the AECOM team, there is no learning curve.

SUMMARY OF AECOM SUBMITTAL

In the following pages, we have assembled the information that has been requested in the Request for Qualifications. The following is a quick synopsis of this information, which shows that AECOM is the clear choice for the Engineering and Architectural Services at the Oelwein Municipal Airport.

Firm and Contact Information – Our firm has offices in Waterloo and Des Moines and can quickly react to any issues that require our involvement, both in-person or virtually. In addition, we have a 60-year history of providing engineering services in the Waterloo area, including the last 30-years for the Oelwein Municipal Airport.

Qualifications and Previous Experience – AECOM has experienced local staff able to complete the projects shown in your Request for Qualifications, as shown in our attached staff information. In addition, we have 54,000 employees worldwide that we can connect to if there are special challenges or unique projects that require specialized assistance. This reach-back allows us to complete any project in-house with professionals we know and trust. In addition, our previous project experience at the Iowa City Municipal Airport, the Waterloo Regional Airport and the Oelwein Municipal Airport proves why we are the best option to complete your Engineering and Architectural Services for the next 5 years.

Familiarity with the Oelwein Municipal Airport – AECOM has completed work for the Oelwein Municipal Airport for 30 years. During this time, we have completed design and construction projects, including rehabilitation and maintenance work on the taxiway, runway and apron pavement construction, a 6-bay T-Hangar, a new Snow Removal Equipment Storage /Terminal Building, new LED lighting for the runway, and for a partial parallel Connector Taxiway to Runway 13. We have also assisted in the procurement of several pieces of snow removal equipment utilizing FAA funds. The list of projects in the Statement of Qualifications requires a firm with this kind of knowledge of the existing airfield.

Approach to Proposed Projects – AECOM staff has assisted the City of Oelwein in preparing the latest Capital Improvement Project documents for review and approval of future FAA funding. AECOM has also assisted the City of Oelwein in preparing Iowa DOT State Grant Applications for select projects where State Funding is more applicable for use than FAA Funding. We know and understand the projects on this list because we have worked on the airfield and understand the improvements that are required to keep it in a useable condition while, at the same time, working toward the future growth of the facility. In addition, we have completed similar work on other projects as shown in our previous experience and as noted in our project approach section. We know the Oelwein Municipal

Airport, what is needed to complete the projects described in the Statement of Qualifications and have completed this work at other airports.

Current Workload – For the past 30 years, AECOM has partnered successfully with the City of Oelwein to complete the projects noted above at the Oelwein Municipal Airport. As has been the case for the duration of this partnership, AECOM will continue to make the City of Oelwein a valued client and a top priority. We will commit our Project Manager, David Hughes, and the rest of our highly qualified staff to meet the deadlines for the proposed projects associated with this Statement of Qualifications.

As noted above, AECOM has the right staff with the right experience, the right knowledge and the history with the City of Oelwein to make us the clear choice to continue the Engineering and Architectural Services for the Oelwein Municipal Airport. We look forward to continuing our partnership to grow this airport.

SECTION II

Introduction / Firm and Contact Information

II. Introduction / Firm and Contact Information

INTRODUCTION

This proposal presents our qualifications and experience to provide Airport Engineering / Architectural Services for a 5-year period at the Oelwein Municipal Airport. This proposal is conditioned upon the negotiation of mutually acceptable contract terms.

We are enthusiastic about these projects and have taken care to assemble a professional and qualified team to meet all of your needs.

FIRM AND CONTACT INFORMATION

AECOM Technical Services, Inc. (AECOM), is a global leader in engineering and is currently ranked by *Engineering News-Record* as the *No. 1 Midwest Engineering Design Firm and No. 1 in Airport Design Worldwide*. This honor acknowledges the spirit, passion and commitment AECOM and our employees have in building a better world. Our firm, with headquarters in Dallas, TX, provides services through a network of nearly 54,000 employees on 7 continents across a broad range of markets.

Our *aviation services* include airport and environmental planning, engineering and architectural design, construction and program management, and specialty systems. Projects range from general aviation airports to large international hubs, whether it is a single project or a large development program.

Through our legacy companies, AECOM has been providing consulting services to airports for nearly 50 years. With more than 500 specialists in our Aviation business line, AECOM's experience spans decades and includes airside and landside projects for airports of all sizes. We have a full understanding of airport design standards and environmental requirements, and we work closely with federal, state, and local regulators to deliver aviation projects to meet our clients' needs.

IOWA OFFICES OF AECOM / CONTACT INFORMATION

Our local Iowa firm was originally established in 1955 and, through acquisitions and mergers, joined the AECOM Team in 2008. Our local offices provide multi-discipline services to the clients we serve, including transportation (aviation, roadway and multi-modal), structures, site development, water, wastewater, water resources, environmental, survey and construction-related services. *Our Iowa AECOM Team provides a global expertise delivered by a long-term Iowa presence.*

Our extensive experience in airport planning and design and our wide range of technical expertise allows us to provide clients with quality, cost-effective services. Our full-service capabilities mean a professionally managed and completed project from beginning to end. We are able to effectively deal with unexpected or unusual project developments, avoiding adverse impacts to project schedules and budgets.

The Iowa operations of AECOM currently has a staff of 34 full-time and 6 part-time professionals and technicians working in our Waterloo and Des Moines offices, over half of which have been with our firm for more than 15 years. *Our team is committed to providing quality service to the Oelwein Municipal Airport.* AECOM strives to win your trust one successful project at a time. *Our staff understands that success is not measured by the size of the project, but by the quality we deliver.*

Our Iowa offices of AECOM are led by *Doug Schindel, PE*, who has over 38 years of experience in various facets of civil engineering projects and will serve as *Principal-in-Charge* for the Oelwein Municipal Airport projects.

David Hughes, PE, with 38 years of civil engineering experience, specializing in aviation, will serve as *Project Manager*. David will be the *primary point of contact* on this 5-year program.

AECOM has two Iowa office locations. Contact information for the office locations, as well as our Principal-in-Charge and Project Manager, are as shown to the right:

Our Values

Mutual trust binds us to the Oelwein Municipal Airport. To continue to earn your trust as a prime consultant, you need to know our values and how we operate. The following represents our culture and how we intend to work with you:

- **Transparency** - we are fully open in all that we do - there are no secrets.
- **Integrity and Honesty** - we do not compromise our values or yours.
- **Dedication** - we assemble committed professionals -- their mission is to satisfy you, the owner.
- **Agility** - in airport business, things can change on a dime -- our staff implements and manages change.
- **Communication** - continuous dialogue with the Oelwein Municipal Airport and stakeholders means no surprises.

Project Approach

AECOM knows that not all airport projects are alike, so we tailored our project team to meet your specific needs. We understand that Oelwein Municipal Airport is seeking experienced partners to provide airport facilities design, engineering, and construction administration services -- a full-service firm with the resources to perform the entire scope of services but with a plan and commitment to engage smaller firms (including women and minority owned businesses) that provide local knowledge and special expertise related to the typical projects identified in the request for SOQ. ***We have the necessary expertise in the required disciplines and can consult with Oelwein Municipal Airport about cost-effective approaches, innovative designs, and emerging trends and provide a seamless project to the City of Oelwein.***

Fiscally Sensitive & Schedule Driven

With limited financial resources and continuous cuts in funding, the ability to be fiscally sensitive and schedule-driven has never been more important than it is today. ***With an eye to controlling administrative costs and empowering our Project Managers to better manage their work***, AECOM deployed ePM, a tool for Project Managers to effectively manage a project from beginning to end -- scope and fee, contracts, budgets, subconsultants, staffing, schedules, quality management, and project delivery. ePM combines separate project management and accounting software and locates your project information in one place that is easily accessible to the Project Manager, who is the focal point for success.

Innovative and Creative

AECOM promotes ***idea-sharing and creativity through its Technical Practice Network (TPN)***. It provides access and exposure to the people, tools, resources and opportunities across the company. It helps our staff to develop and spark innovative work by staying connected and receive targeted communications and trainings based on their interests. So, whatever the issue, problem or question you have, most likely someone at AECOM has addressed the issue, solved the problem, or answered the question, and the TPN gives our local Aviation staff access to these innovations and answers.

Main Office:

AECOM Technical Services, Inc.
501 Sycamore Street, Ste 222
Waterloo, IA 50703
Office: 319.874.6531
Fax: 319.232.0271
www.aecom.com

Contact:

Douglas W. Schindel, PE
Principal-in-Charge
Office: 319.874.6531
Doug.Schindel@AECOM.com

Branch (Aviation Work):

500 SW 7th Street, Ste 301
Des Moines, IA 50309
Office: 515.323.7910
Fax: 515.244.4803

Contact:

David B. Hughes, PE
Project Manager
Direct: 515.323.7919
David.Hughes@AECOM.com

SECTION III

Qualifications and Comparable Previous Experience

III. Qualifications and Comparable Previous Experience

1) Relevant Experience with Similar Projects

a) Introduction

In this section of our qualifications, we wish to demonstrate our recent project experience with very similar projects to the projects presented in your Request for Qualifications. The following pages represent summaries of projects completed by AECOM which we feel are relevant to the 5-year development projects at the Oelwein Municipal Airport. We understand that these projects are critical for the overall development and continued operations of the Oelwein Municipal Airport and that they have many underlying concerns and design issues that must be addressed. We have included projects that show our knowledge of the local area, our knowledge of FAA Central Region standards and policies, the needs of general aviation airports, and our understanding of complex aviation projects.

Recent Experience in Similar Airport Projects

Airport engineering and planning is one of our primary services. We have been involved in numerous airport planning and development projects throughout Iowa, the Midwest and the nation; and we provide a full array of airport design and planning services.

Specific areas of AECOM's airport services relative to the upcoming projects at the Oelwein Municipal Airport are shown to the right.

Pavement Maintenance

The primary projects identified in your request are the sealing of cracks and joints in runway, taxiway and apron pavements. AECOM is experienced in all aspects of pavement evaluation and maintenance. Our recent projects have included both pavement evaluation efforts for the planning of future rehabilitation projects and also crack and joint sealing to prolong the life of existing airfield pavements. Our staff will be able to complete joint and crack sealing bid documents that meet the needs of the Oelwein Municipal Airport and the funding requirements.

Electrical Vault Reconstruction and Runway NAVAID Installation

Two projects included in your request are the reconstruction of the airfield lighting vault, and the installation of Precision Approach Path Indicators (PAPIs) and the replacement of the Runway End Identifier Lights (REILs) on Runway 13/31. AECOM is experienced in all elements of airfield lighting systems. Our projects have included new airfield lighting construction and modification of existing lighting vaults. In addition, we have installed PAPIs and REILs on numerous projects and will design these systems in accordance with FAA and the National Electrical Code requirements. Our staff has designed airfield lighting vaults and airfield and navigation aid (NAVAID) systems for a range of airfield types, from the simple systems without lighting control panels to the complex systems that can control and monitor a single lamp. Our staff has full capabilities relative to all phases of airfield vault reconstruction and NAVAID installation projects, including conceptual planning, preliminary design, final design, construction review and grant administration.

FULL ARRAY OF AIRPORT PLANNING AND DESIGN SERVICES

- Airport Master Planning
- Runway, Taxiway and Apron
- Landside Development
- Construction Management
- Construction Review
- Grant Administration
- FAA Program Development and Coordination
- Equipment Acquisition Specifications
- Navigational Aids (NAVAIDS)
- ROW Documents and Acquisition
- Environmental Assessments
- Pavement Evaluation and Management
- Airport Lighting, Signage and Fencing
- Storm Water Management
- Construction Plans and Specifications

Runway and Taxiway Design

Two other projects included in the request are for a 1,000-foot extension of Runway 31 and the extension of the connector taxiway to the Runway 31 end. AECOM has extensive experience in runway and taxiway design, including projects that have been designed with the FAA requirements for asphalt and Portland Cement Concrete (PCC) pavement design, as well as specific FAA Central Region modifications regarding requirements specific to the materials locally available.

Auxiliary Services

The remainder of your requested projects involve auxiliary services, including equipment acquisition and aircraft hangar and terminal improvements. AECOM has worked with numerous clients in preparing specifications for equipment acquisition, as well as development and administration of auxiliary programs or plans required by local, state and federal agencies for airport operations. We assist with preparing grant pre-applications and applications in accordance with Iowa DOT and FAA requirements. Our staff is familiar with the current application process as well as the grant assurances that are part of each State and FAA grant.

State-of-the-Art Services

Our varied airport services are provided using state-of-the-art approaches as well as design practices that meet Federal Aviation Administration and Iowa DOT requirements. Examples of reference materials that are maintained with current editions and electronic design tools we use are shown to the right.

AECOM uses FAA pavement design for both flexible and rigid pavements. These designs are checked with other available design systems and analyzed for life-cycle cost comparisons.

The following is a selected list of recent airport projects completed by AECOM which are similar to projects in your request. These examples are not, however, all inclusive of the numerous airport projects AECOM has completed.

Detailed descriptions of these projects follow.

- Pave Connector Taxiway to Runway 13 End, Oelwein Municipal Airport, Oelwein, Iowa
- Grade Connector Taxiway to Runway 13 End, Oelwein Municipal Airport, Oelwein, Iowa
- Multi-Year Engineering Services, Waterloo Regional Airport, Waterloo, Iowa
- Multi-Year Engineering Services, Iowa City Municipal Airport, Iowa City, Iowa

REFERENCE LIBRARY

- FAA Advisory Circulars (ACs)
- Federal Aviation Regulations (FARs)
- Aircraft Manufacturer's Planning Documents for Various Aircraft
- Portland Concrete Association Pavement Design Manual
- Asphalt Institute Pavement Design Manuals

ELECTRONIC DESIGN TOOLS

- FAA Airfield Pavement Design (FAARFIELD)
- FAA Flexible and Rigid Pavement Design Evaluation
- FAA Airfield Pavement Evaluation for Overlay Requirements
- MicroStation
- AutoCAD
- OpenRoads
- GEOPAK
- Civil3D
- Electronic Data Collection
- Microsoft Office Suite

b) Project Write-Ups**Pave Connector Taxiway to Runway 13 End**

Oelwein Municipal Airport, Oelwein, Iowa

DESCRIPTION

Design and construction-related field review for paving the Partial Parallel Connector Taxiway to the Runway 13 End.

PROJECT MANAGER

David Hughes, PE

KEY STAFF

Todd Allyn, PE
Dave O'Loughlin, PE
Mike Fagle, PLS
Tony Hemann, EI

SERVICES

Design
Pavement Design
Construction Administration
Grant Administration

REFERENCE

Mr. Dylan Mulfinger
City Administrator
City of Oelwein
20 - 2nd Avenue SW
Oelwein, Iowa 50662
Phone: 319.283.5440

CONSTRUCTION

\$340,000

AECOM provided engineering design and construction-related services for paving of the Connector Taxiway to the end of Runway 13 at Oelwein Municipal Airport. This project included the removal of existing Portland Cement Concrete panels of the existing Runway 13 turn-around, placement of the new parallel taxiway from the existing taxiway to Runway 13, and installation of a subsurface drainage system.



Both Portland Cement Concrete and Hot Mix Asphalt pavement alternatives were selected using the FAARFIELD software. Based on a life-cycle cost analysis of those alternatives, Hot Mix Asphalt was selected for the project. The pavement section included 3 inches of Hot Mix Asphalt over a 6-inch aggregate base course over a 4-inch subbase course.

The project included placement of 4,800 square yards of Hot Mix Asphalt for the Connector Taxiway. The project also included the installation of a subsurface drainage system parallel to the Connector Taxiway. Approximately 2,230 linear feet of 4-inch perforated subdrain and 115 linear feet of 4-inch non-perforated subdrain were placed. New airfield guidance signs, new pavement markings and new reflective taxiway edge markers were installed as well. At the end of construction, surface restoration was also completed.



AECOM provided construction assistance, including reviewing submittals, shop drawings, construction schedule, and contractor requests for information, as well as provided on-site construction review. AECOM was present for a final walk-through of the project; prepared a final "punch list"; prepared all necessary change orders, pay estimates, reimbursement requests and record drawings; and provided close-out documentation to submit to FAA for final project acceptance.

Grade Connector Taxiway to Runway 13 End

Oelwein Municipal Airport, Oelwein, Iowa

DESCRIPTION

Design and construction-related field review for grading the Partial Parallel Connector Taxiway to the Runway 13 End.

PROJECT MANAGER

David Hughes, PE

KEY STAFF

Todd Allyn, PE
Dave O'Loughlin, PE
Mike Fagle, PLS
Tony Hemann, EI

SERVICES

Design
Construction Administration
Grant Administration

REFERENCE

Mr. Dylan Mulfinger
City Administrator
City of Oelwein
20 - 2nd Avenue SW
Oelwein, Iowa 50662
Phone: 319.283.5440

CONSTRUCTION

\$94,000

AECOM provided engineering design and construction-related services for the grading of the Connector Taxiway to the Runway 13 end at the Oelwein Municipal Airport. This project included grading the parallel taxiway between the Runway Safety Area and Taxiway Safety



Area. The overall construction of the Connector Taxiway was split into separate grading and paving projects which were constructed in consecutive construction seasons to maximize FAA funding.

During the design for this project, the ultimate horizontal and vertical alignment of the Connector Taxiway was completed to ensure the future extension of the taxiway to the Runway 31 end would work with the shorter section being constructed to the Runway 13 end. The future extension of the Connector Taxiway is included in the airport's Capital Improvement Plan which was provided in the Request for Qualifications.

The taxiway grading was designed to FAA standards, and the entire disturbed area was mulched and seeded after final grading was complete to stabilize it until the paving project started. The project also included the placement of arch pipes of various sizes under the Connector Taxiway so existing drainage patterns were not cut off with the new grading work.

AECOM provided construction assistance, including reviewing submittals, shop drawings, construction schedule, and contractor requests for information, as well as provided on-site construction review. AECOM was present for a final walk-through of the project; prepared a final "punch list"; prepared all necessary change orders, pay estimates, reimbursement requests and record drawings; and provided close-out documentation to submit to FAA for final project acceptance.

Multi-Year Engineering Services

Iowa City Municipal Airport, Iowa City, Iowa

DESCRIPTION

Design and construction-related services for the federally and state funded projects at the Iowa City Municipal Airport.

PROJECT MANAGER

David Hughes, PE

KEY STAFF

Todd Allyn, PE
Mike Fagle, PLS
Shane Martin

SERVICES

Design
Construction Administration
Pavement Management
Pavement Design

REFERENCE

Mr. Michael Tharp, C.M.
Airport Operations Specialist
Iowa City Municipal Airport
1601 South Riverside Drive
Iowa City, Iowa 52240
Phone: 319.356.5045 (Ext. 5)

AECOM completed the design, construction-related services and planning projects at the Iowa City Municipal Airport since 2003 and have worked directly with FAA on the major construction improvements. Many of the rehabilitation or maintenance type projects at Iowa City were funded using Iowa Department of Transportation Vertical Infrastructure and Airport Improvement funding, or local funding sources. Below is a summary of these projects:



REMOVE OBSTRUCTIONS

The Iowa City Municipal Airport was notified by FAA that there were obstructions in the approach / departure surfaces of Runway 7/25 and Runway 12/30. If not removed, these obstructions would result in the need to displace several runway thresholds, thereby limiting the useable lengths of these runways and the aircraft that could utilize the airfield. AECOM worked with FAA to obtain funding for the removal of these obstructions. In order to locate the obstructions noted by the FAA and determine if there were other obstructions that existed, AECOM completed an obstruction survey. This survey information was used to find the current heights of the potential obstructions, compare the heights to the approach/departure surfaces at those locations and determine which obstructions required removal. ***If the obstructions were at or within 10 feet of the surface elevations, they were removed. This was done to eliminate this issue from re-occurring due to tree growth in the near future.*** Once the list of obstructions was finalized, bid documents were completed for their removal. AECOM also completed the construction administration services for this obstruction removal project. (Approximate Construction Cost: \$662,500)

RUNWAY 7/25 EXTENSION

AECOM performed design and construction-related services for the extension of Runway 7/25 at the Iowa City Municipal Airport. The project involved an 800-foot by 100-foot extension of the runway toward the southwest, relocation of the existing runway threshold, a new medium-intensity runway lighting system, obstruction removals, and construction of a box culvert through the runway safety area. AECOM prepared plans, specifications, cost estimates and provided contract administration for these various elements. In addition, AECOM provided additional services for an update of the disadvantaged business program, historic recordation of a hangar, and Section 405 surveys for the proposed approach to the relocated runway.



The runway extension project was phased over several construction seasons to meet the funding constraints of FAA and the City of Iowa City. The runway was extended to meet runway safety requirements for Aircraft Design Group C-II aircraft. The runway extension required approximately 15-foot-deep fills to be placed in the floodplain adjacent to Willow Creek. Permitting was required with the Corps of Engineers and the Iowa Department of Natural Resources to construct the runway extension.

AECOM designed a triple 10-foot by 12-foot cast-in-place concrete box culvert to relocate Willow Creek outside of the proposed runway safety area for the extended Runway 7/25. The box culvert was sized to pass the 100-year storm event. The box culvert was designed to handle anticipated settlements in excess of 6 inches without impacting the integrity of the box culvert. Computer modeling for the hydraulics was completed as part of the permitting process with the Army Corps of Engineers (COE) and Iowa Department of Natural Resources (IDNR).



Construction of the runway extension involved placing approximately 35,000 cubic yards of fill material. The majority of the fill was obtained from an on-site borrow area located in the runway protection zone. The use of on-site material allowed for economical construction of the runway extension. Since the majority of on-site materials were clay that were above optimum moisture content, land farming to allow drying of the clay was required prior to placing into the fills. The deep fill located along the runway extension was constructed to an elevation of 3 feet above final elevation to provide surcharge loading of the embankment to accelerate the anticipated settlement of the embankment. The embankment was monitored using a series of settlement plates, and excess material placed was used to backfill the box culvert area. The actual settlement of the embankment was found to stabilize after the embankment settled approximately 8 inches.

Pavement design involved the review and life-cycle costing of both flexible and rigid pavement sections. The existing runway was constructed of Portland Cement Concrete in the 1940s and was in fair condition. The life-cycle analysis not only reviewed the two pavement alternatives but also reviewed the rehabilitation of the existing pavements. An initial economic analysis was prepared to determine the preferred runway extension width. The 1940s runway was 150 feet in width. The analysis reviewed alternatives related to overlay of the existing runway, removal of excess pavements (including the need for additional storm sewer if these pavements were removed), use of excess pavements as paved shoulders, and installation of a new runway edge lighting system.

AECOM worked with the FAA Airport District Office and Flight Procedures to complete FAA Section 405 surveys for the future Localizer Performance with Vertical Guidance (LPV), non-precision approach to the relocated Runway 25 end. In addition, surveys were completed for an LPV approach to Runway 30 and a visual approach to Runway 7. The proposed LPV approach utilizes the Global Positioning System (GPS) to provide a flight approach to the airport in poor visibility conditions with the need for ground-based electronics at the airport. Data obtained from the Section 405 surveys was reviewed to determine the impacts to the FAR Part 77 imaginary surfaces and to the terminal approach procedures for the airport (TERPs). (Approximate Construction Cost: \$3,350,000)

TERMINAL APRON RECONSTRUCTION

AECOM performed design and construction administration services related to reconstruction of a portion of the airport terminal apron area at the Iowa City Municipal Airport. The project involved reconstruction of approximately 5,000 square yards of existing asphalt pavement area that was being utilized to park aircraft. The project removed the existing asphalt pavement, replaced the storm sewer system under the aircraft apron, and provided for subsurface drainage and reconstruction of the apron with a Portland Cement Concrete (PCC) pavement more suitable for aircraft parking and fueling since the PCC pavement is not susceptible to damage from fueling operations. The storm sewer system included provisions for spill prevention from either aircraft fueling operations or leaking fluids from aircraft parked on the apron area.



The project utilized federal funding that was related to disposal of excess property that was purchased with Federal Aviation Administration Airport Improvement Program (AIP) funds. The FAA allowed the use of these funds at the airport for an AIP-eligible project in lieu of reimbursement of the federal portion to FAA of the income received from the sale of the property. The project was designed, constructed and administered under the same requirements as any other AIP-funded project, except that all funds were obtained locally and did not require reimbursement from FAA. (Approximate Construction Cost: \$341,100).

RUNWAY 7/25 RECONSTRUCTION

AECOM performed pavement evaluation, design and construction administration associated with the reconstruction of the section of Runway 7/25 located east of Runway 12/30 at the Iowa City Municipal Airport. The project involved reconstruction of a section of the runway that is 2,500 feet in length. During the reconstruction, the runway was narrowed from the existing width of 150 feet to a usable width of 100 feet by use of runway markings and locating the new runway edge lights in-bound of the existing pavement edge.

The reconstruction consisted of a new Portland Cement Concrete pavement section designed for use by business jet aircraft currently using the airport and anticipated to use the airport in the future. The new pavement section utilized recycled base course material obtained from the removals and crushing of the old concrete pavement section. Prior to constructing the new pavement structure, a geotextile grid was installed on the subgrade materials to provide for construction of the new pavement section without extensive removals and replacement of poor subgrade materials. A subsurface drainage system was installed and tied to the existing storm sewer system.

AECOM completed a detailed pavement defect inventory and used ground-penetrating radar to evaluate possible voiding under Runway 7/25 and Runway 12/30. The project was originally identified as an asphalt overlay project; but during the preliminary design phase of the project, the pavement inventory indicated that failures were so extensive in the existing pavements that an overlay to the runway would not provide a design life that would be acceptable without extensive maintenance. ***AECOM worked with the owner and FAA to develop a reconstruction alternative that would reconstruct the section of runway that had the poorest condition to meet available funding from FAA.*** (Approximate Construction Cost: \$1,468,000)

RUNWAY 7/25 PARALLEL TAXIWAY

AECOM performed design and construction administration for the construction of the parallel taxiway to Runway 7/25 designated as Taxiway A at the Iowa City Municipal Airport. The Taxiway A project was constructed in two (2) phases to meet FAA funding limitations.



The first phase of the taxiway project involved construction of the deep fill section on the west end of the project. Geotechnical information obtained during design indicated that the deep section of fill was anticipated to have an overall settlement after placement of approximately 6 inches. Therefore, during construction, settlement monitoring plates were constructed and surveyed during and after placement of the fill. The deep fill area had additional material placed and later removed to "surcharge" the fill area to accelerate the settlement. Final settlement in this area was measured to be approximately 4 inches.

The initial phase also included construction of a storm sewer system between Runway 7/25 and the parallel taxiway. The storm sewer system provided two new outlets for storm drainage. One of these was to Willow Creek and the other to the Iowa River.

The new pavement section was designed as a Portland Cement Concrete pavement using the same design criteria and pavement section as Runway 7/25. Areas of poor subgrade materials were stabilized with fly ash stabilization to accelerate construction while providing for a stable platform for construction equipment.

The project included moving approximately 29,500 cubic yards of unclassified excavation. Willow Creek was stabilized utilizing 9,300 square yards of oversized riprap material. The project also included an additional 900 linear feet of reinforced concrete pipe, 13,500 linear feet of 4-inch subdrain, and 85 storm sewer structures. The pavement consisted of approximately 25,500 square yards of 8-inch-thick PCC pavement.

The taxiway system was lighted using Light Emitting Diode (LED) low energy taxiway edge lights and guidance signage. The pre-1950s airfield lighting vault was remodeled, and airfield lighting regulators located in the airport terminal building were relocated to the remodeled lighting vault. A new regulator for the taxiway and a new pilot lighting control system was installed as part of the project. Since the airport is located in the floodplain, electrical equipment within the airfield lighting vault was set above flood elevation and flood vents installed to mitigate for potential flooding. (Approximately Construction Cost: \$3,884,100)



TAXILANE PAVEMENT REHABILITATION

AECOM performed design and construction administration for Iowa Department of Transportation funded projects associated with the reconstruction of T-hangar taxilanes in the north and south T-hangar areas at the Iowa City Municipal Airport. The taxilane project was staged over a 3-year period to match available funds from the Iowa Department of Transportation and the local funds. During this 3-year period, the taxilanes, with low pavement condition indexes in the north and south T hangar areas, were reconstructed.

AECOM performed design and construction administration for Iowa Department of Transportation funded projects associated with the reconstruction of T-hangar taxilanes in the north and south T-hangar areas at the Iowa City Municipal Airport. The taxilane project was staged over a 3-year period to match available funds from the Iowa Department of Transportation and the local funds. During this 3-year period, the taxilanes, with low pavement condition indexes in the north and south T hangar areas, were reconstructed.



The north taxilane project consisted of removal of all pavements between the T-hangars, installation of a storm sewer system, and construction of a new asphalt pavement designed for use by light aircraft with weights less than 12,500 pounds. While constrained by surrounding buildings and other facilities, the project improved the surface drainage in the T-hangar area. The project was staged so that only one taxilane between hangars was impacted at a time to allow for aircraft users to relocate their aircraft either to the terminal apron or empty hangar space during the construction activities if they wanted access to their aircraft during construction.



The first phase of the north taxilane project was completed in the fall of 2006. Reconstruction of a portion of the automobile parking area at the airport terminal building was included in this project to provide the owner with a new section of automobile parking at the same time other pavement reconstruction projects were ongoing at the airport, thus reducing some of the costs that could be associated with multiple mobilizations for construction equipment.

The second phase of the taxilane reconstruction consisted of reconstruction of the asphalt pavements in the south T-hangar area. The taxilanes adjacent to Hangar G and the main taxilane leading to all hangars in the south area, including the fixed-base operator maintenance hangar, was reconstructed. ***AECOM staged the project so that the main taxilane was reconstructed over a period of 3 days. Construction started on a Friday afternoon and was completed on a Monday morning to minimize impacts to the fixed-base operator and all aircraft that were hangared in the south T-hangar area.*** (Approximate Construction Cost: \$473,000)

INSTALL TAXIWAY LIGHTING

AECOM performed design and construction administration services related to the installation of taxiway edge lights and signs along the taxiways near the terminal apron and north and south hangar areas. This project was Iowa DOT

funded and included the installation of a total of 57 LED edge lights and 3 airfield guidance signs. ***The project was phased to allow access to the north T-hangars and terminal apron at all times. In addition, access to the hangars south of the terminal apron was maintained for all but one phase, which was completed in 5 calendar days to limit disruption to this area. Also, the lights in the Runway 12/30 Safety Area were installed in 5 calendar days to limit the required runway closure.*** (Approximate Construction Cost: \$91,000)

EXPAND AIRCRAFT PARKING APRON

AECOM performed design and construction administration services related to the expansion of the airport terminal apron at the Iowa City Municipal Airport. The project involved the construction of approximately 2,500 square yards of 8-inch Portland Cement Concrete pavement which added 8 new parking positions to the apron. Construction included approximately 1,350 cubic yards of excavation, the installation of new 18-inch diameter storm sewer and a new intake adjacent to the new apron, approximately 2,600 square yards of cement treatment of the existing subgrade, installation of approximately 435 cubic yards of modified subbase, and included a subsurface drainage system. Portland Cement Concrete (PCC) pavement was chosen for this project because it is more suitable for aircraft parking and fueling operations. ***This was an Iowa DOT funded project and was constructed with limited disruption to the existing terminal apron so daily operations could continue without interruption.*** (Approximate Construction Cost: \$191,300)

TAXILANE EXTENSION

In order to provide access for the new Hangar N at the Iowa City Municipal Airport, AECOM worked with Iowa DOT to obtain funding to perform design and construction administration services related to the extension of the existing 35-foot wide taxilane in the area. The project involved the construction of approximately 700 square yards of 6-inch Portland Cement Concrete pavement, approximately 250 cubic yards of excavation, the installation of new 18-inch diameter storm sewer and two (2) new intakes adjacent to the new pavement, approximately 750 square yards of cement treatment of the existing subgrade, installation of approximately 125 cubic yards of modified subbase, and included a subsurface drainage system. (Approximate Construction Cost: \$90,300)

MISCELLANEOUS ON-CALL PROJECTS

Jet-A Self-Service Fueling System

AECOM completed the design, bidding and limited construction phase services for the installation of a new Jet-A self-service fueling system. The system was a state-funded project and developed for the fueling of Medivac helicopter operations to eliminate the need for call-out services by the fixed-base operator after hours and to shorten the turn-time necessary to get the medical helicopter back in service. (Approximate Construction Cost: \$85,000)

Hangars A, B and C Concrete Floors / Pedestrian Access Doors

AECOM completed design and provided limited construction phase services for the installation of concrete floors and replacement of the pedestrian access doors in the northerly section of T-hangars at the Iowa City Municipal Airport. These projects were completed over a multi-year period with Iowa Department of Transportation (Iowa DOT) and local funding. During the construction of the floors, it was determined that available funding from the Iowa DOT was in excess of the amount required to construct the floors, so AECOM, along with the airport staff, worked with the Iowa DOT to use the remaining state funds for replacement of the pedestrian doors in these hangars. (Approximate Construction Cost: \$60,000)

Multi-Year Engineering Services

Waterloo Regional Airport, Waterloo, Iowa

DESCRIPTION

Design and construction-related services for the federally and state funded projects at the Waterloo Regional Airport.

PROJECT MANAGER

David Hughes, PE
Doug Schindel, PE

KEY STAFF

Todd Allyn, PE
David O'Loughlin, PE
Mike Fagle, PLS
Tony Hemann, EI

SERVICES

Design
Construction Administration
Pavement Management
Pavement Design
Airport Master Plan Update
Property Surveys and Releases
Construction Staking

REFERENCE

Mr. Keith Kaspari
Director of Aviation
Waterloo Regional Airport
2790 Livingston Lane
Waterloo, Iowa 50703
Phone: 319.291.4483

AECOM has been involved with the Waterloo Regional Airport for over 60 years. Since 2003, we have provided planning, design and construction-related services under a multi-year engineering services agreement. During this timeframe, AECOM has worked directly on the Federal Aviation Administration funded projects, the projects funded by the Iowa Department of Transportation, Vertical Infrastructure Program, and other locally funded projects. Below is a summary of some of these projects.

RECONSTRUCT TAXIWAY B SOUTH OF RUNWAY 18/36 AND REMOVE TREES / RECONSTRUCT WEST TERMINAL APRON AND CLEAN/SEAL JOINTS EAST TERMINAL APRON

AECOM provided engineering design and construction administration services for reconstruction of Taxiway B south of Runway 18/36, the reconstruction of the west terminal apron, joint sealing on the east terminal apron, and tree removals. Initially, Bid Package #1 included the reconstruction of the west terminal apron and the resealing of joints on the east terminal apron; and Bid Package #2 included the removal and replacement of existing Taxiway B south of Runway 18/36 and the removal of trees north and west of Runway 18/36. Prior to bidding, both bid packages were combined and let as one project.

FAARFIELD software was used to complete the new alternative pavement designs. Both HMA and PCC designs were completed with the PCC alternative being selected for the construction of Taxiway B. The selected pavement section includes 13 inches of PCC pavement over a 5-inch cement-treated permeable base course over a 6-inch aggregate base course.

The apron improvements included 4,950 linear feet of joint sealant and 3,400 square yards of apron pavement. Pavement marking, subdrain, aircraft tiedowns, and catch basins were also included. The taxiway and tree clearing portion of the project included 19,570 square yards of taxiway pavement and approximately 21 acres of clearing and grubbing. Reconstruction of the taxiway included a permanent closure of Runway 06/24, replacement of guidance signs and taxiway edge lights. Installation of new subdrain storm sewer and drainage structures was also completed. (Approximate Construction Cost: \$4,500,000)



RECONSTRUCT TAXIWAY C RUNWAY 12/30 PAVEMENT JOINT REPAIR / PAVEMENT MARKING RUNWAY 12/30, RUNWAY 18/36 AND TAXIWAYS

AECOM provided engineering design and construction administration services for the reconstruction of Taxiway C, the repair of a pavement joint in Runway 12/30, and the re-marking of Runway 12/30, Runway 18/36 and the taxiways. This project used FAA entitlement funds from 2017 and 2018 and was bid in two bid packages. Bid Package #1 involved the

the removal and replacement of existing Taxiway C and the removal of Taxiway C1, which connected Taxiway C to the original end of Runway 18 before it was extended. Bid Package #2 involved the removal and replacement of a section of Runway 12/30 to fix a bump at the interface between the original Runway 12 end and the extension of Runway 12. Over time, this bump had continued to propagate and was creating a safety concern for the traveling public. Bid Package #2 also included 50,100 linear feet of crack sealing of Runway 12/30 and re-marking of the entire airfield.

FAARFIELD software was utilized to create alternatives for the new Taxiway C pavement section on Bid Package #1. Based on a life-cycle cost analysis of the alternative sections, Portland Cement Concrete pavement was determined to be the most cost-effective solution for this project. The new pavement section includes 8 inches of PCC pavement over a 5-inch aggregate base course.

Bid Package #1 also included the removal of edge light and guard light bases and fixtures along Taxiway C, which were replaced with LED light fixtures. Also included was the replacement of the associated airfield guidance signs with LED signs, pavement marking, including new surface painted hold signs, and surface restoration along the edge of construction. The project included the replacement of approximately 17,800 square yards of PCC pavement, 3,200 cubic yards of aggregate base course, and surface restoration. (Approximate Construction Cost: \$2,800,500)



TAXIWAY B NORTH OF RUNWAY 18/36 RECONSTRUCTION

AECOM *provided engineering design services and construction-related services for rehabilitation of Taxiway B.* The project involved removal and replacement of the existing taxiway that was part of the original airport construction and last overlaid in 1972. New alternative pavement sections were determined using the FAARFIELD software. Based on life-cycle cost analysis of alternative sections, Portland Cement Concrete pavement was determined the most cost-effective solution for this project. New pavement section includes 13 inches of PCC pavement over 6-inch crushed aggregate base course. The project also included removal and replacement of taxiway light bases and fixtures along this section of Taxiway B and replacement of all remaining light fixtures on this taxiway circuit with LED light fixtures. Also included was replacement of associated signs with LED signs, pavement marking, including new surface-painted runway hold marking and surface restoration along edge of construction. New light cans were precast and set to alignment and grade. The project included replacement of approximately 4,825 square yards of 13-inch PCC pavement, 5,000 square yards of 6-inch crushed aggregate base course, 104 LED taxiway lights, 2 precast handholes, pavement marking and surface restoration. (Approximate Construction Cost: \$545,800)



TAXIWAY "E" REHABILITATION



AECOM has performed design and construction-related services for rehabilitation of Taxiway E. The preliminary design for this project involved numerous alternatives based on taxiway width and pavement section. Alternatives were compared by life-cycle analysis; and recommended rehabilitation resulted in milling asphalt surface to original PCC pavement constructed in 1965, repairing original PCC pavement, and placing new 6-inch asphalt concrete overlay on repaired surface. The project included milling of approximately 15,000 square yards of asphalt surface, PCC patching of 4,650 square feet of surface area on original PCC pavement, installation of geo-glass grid to reduce reflective cracking, placement of 4,500 tons of asphalt surface mix, 37 new LED taxiway lights, pavement marking, and surface restoration. (Approximate Construction Cost: \$990,700)

AIRPORT ELECTRICAL VAULT

The existing airfield lighting vault dated back to the original airport construction in the mid-1940s. The vault had been updated over the years but was still powered by a 2400-volt primary system. The existing airfield lighting controls at the Air Traffic Control Tower (ATCT) were operated with a push-button system and back lighted facsimile screen. ***The new vault was designed around a 480-volt power system with the latest technology constant current regulators.*** The control system is a computer-operated lighting control and monitoring system with touch screen control units in ATCT and new vault. The interface between is a fiber optic system running between the electrical vault, airport terminal and ATCT. Included in this project was replacement of terminal apron flood lighting system with new poles, bullhorns, and 1,000-watt metal halide light fixtures. Also included in this project was installation of surface-painted runway hold markings for the airfield. (Approximate Construction Cost: \$890,000)



RUNWAY 18/36 REHABILITATION

AECOM ***prepared plans, specifications, cost estimates, a DBE program, and provided construction-related services for the rehabilitation of Runway 18/36.*** The runway is 150 feet wide and 7,000 feet long. The design of the project was to accommodate a mixed fleet of aircraft that use the Waterloo Regional Airport, which included charter carriers and anticipated scheduled air carrier flights using MD-83 aircraft or equivalent. The project was to include the milling of the asphalt surface and "whitotopping" of the runway. The runway surface was in fair to poor condition prior to this project. After evaluation of the runway surface, it was determined that milling of the surface to remove the top two lifts of asphalt and then the construction of a new 9-inch-thick PCC pavement "whitotopping" was the best solution for extending the design life of this runway. The milling of the existing surface was done to grade so that a uniform overlay could be installed. A 1-inch separation layer was placed on the top of the milled surface prior to PCC paving. The intersection of Runway 18/36 and Runway 12/30 was maintained with asphalt transitions from this runway intersection to the ends of the "whitotopping." The transition sections were lengthy because the surface of the new PCC pavement was approximately 6 inches higher than the original profile. To meet the FAA runway gradient criteria, the transitions had to be extended a significant distance. The project also included storm sewer improvements, subdrain installation at the pavement edges, new runway lighting and signage systems, runway grooving, marking, grading and surface restoration. The project was funded with a combination of AIP funds and ARRA funds. The middle portion of the runway was rehabilitated with an asphalt transition section. (Approximate Construction Cost: \$3,155,500)



TERMINAL APRON RECONSTRUCTION

AECOM ***prepared plans, specifications, cost estimates, DBE goals, and provided contract administration for the reconstruction of the Terminal Apron – Phase 3.*** This is a continuation of a phased replacement of the terminal apron originally constructed with Portland Cement Concrete in 1971. The area had been patched and the joints had been resealed, along with regular maintenance since the original construction. The area was severely "D-cracked"; and as a result, reconstruction was determined to be the most cost-effective rehabilitation solution. The project involved removal of the original pavement, excavation, placement of a recycled crushed granular base material, and construction of a new 13-inch Portland Cement Concrete pavement. The project had to be phased to maintain scheduled air service. The project area was marked for the taxiway, non-movement areas, and aircraft parking positions. (Approximate Construction Cost: \$306,000)



GENERAL AVIATION APRON AND TAXILANES

AECOM has *performed design and construction-related services for two phases of the general aviation apron and taxilanes at the Waterloo Regional Airport.* The project involved the replacement of the existing general aviation apron area west of the terminal building with new Portland Cement Concrete pavement. The work involved in the



project included pavement removal, excavation and grading, storm sewer improvements, installation of granular base material, the placement of approximately 5,700 square yards of 9-inch pavement and approximately 8,500 square yards of 6-inch pavement, and the marking of the new pavement. The project was separated into two phases to accommodate the federal funding limitations. The project provides new aircraft parking for itinerant aircraft, and access to the maintenance building, a 10-bay T-hangar, and a large corporate hangar. Also included in the project was relocation of water lines, installation of telephone lines, relocation of a gas line, and relocation of electrical service lines associated with the buildings within the apron area. AECOM prepared plans, specifications, cost estimates and provided

contract administration for each phase. (Approximate Construction Cost: \$1,0406,500)

SNOW REMOVAL EQUIPMENT (SRE) ACQUISITION



AECOM *prepared bid documents for acquisition of several pieces of snow removal equipment,* including 1) high-speed 4x4 snowplow vehicle with front-mounted snow sweeper and air blast system, 2) aircraft de-icing vehicle that is self-contained with aerial boom that extends 33 feet up and capable of de-icing a regional jet, 3) high-speed 4x4 snowplow vehicle with forward-mounted cab with front-mounted 20-foot displacement snowplow and 5.6 cubic yard material spreader box, and 4) 175 hp ramp tractor with



front-mounted, 11-foot displacement snowplow. The snow removal equipment acquired was specified in accordance with FAA guidance specifications, had been identified as needed by the owner, and met FAA requirements for SRE equipment. (Approximate Construction Cost: \$918,000)

IOWA DOT VERTICAL INFRASTRUCTURE IMPROVEMENTS

AECOM *provided design and construction services for a number of projects funded by the Iowa DOT Vertical Infrastructure Improvements program.* This program is an annual program funded by the State of Iowa. Waterloo Regional Airport has used these funds to provide improvements to the following projects. All projects had approximate costs of \$100,000 to match available Iowa DOT Commercial Service Vertical Infrastructure funding.

- Provide New Windows in Livingston Maintenance Hangar
- Exterior Painting of Livingston Maintenance Hangar
- Exterior Painting of Bulk Hangar #5
- Exterior Painting of Bulk Hangars #1 and #2
- Exterior Painting of SRE Building
- Replace T-Hangar Bi-Fold Doors
- Replace Siding and Roofing on T-Hangar
- SRE Building Roof Repairs
- Provide New Windows in GA Terminal
- Upgrade Generator to Meet EPA Requirements
- Repair T-Hangar B Siding and Doors
- Replace Bag Make-Up Door
- Fix Leaking Through Hangar #4 South Wall
- Install New HVAC System in GA Terminal



c) *Ability to Meet Schedule Within Budget / Quality of Previous Work*

AECOM prides itself in the ability to provide quality services for its clients. To achieve this goal, our staff focuses on the needs of the client, the regulatory requirements, sound design practices, preparation of professionally completed bid documents, accurate data gathering, accurate layout in the field, observation and testing during construction, and open communication with the client, users, public and construction contractors.

For AECOM, quality assurance does not simply consist of final checking the product before each submittal, but rather consists of an ongoing process that runs throughout the life of the project. Our quality system is based upon the identification of requirements for each work element of a project. This system focuses on prevention rather than correction. We look at appraisal systems to identify problems and eliminate the opportunity for errors. The system is based on planning, communication, and proofing. Our goal is to obtain zero defects -- in other words, meet all of the requirements every time.

To convey our success in achieving our goal to provide quality services, we present the noted information for your review in the following sections.

- **Ability to Meet Schedules Within Allocated Budget.** Maintaining the project schedule and developing project documents that satisfy the project needs within the funds available is extremely important to every Client. This section discusses how we achieve the goals in an airport setting and presents a recent relevant example.



The ability to meet schedules and budget relates to multiple areas of project development. Not only must the design development be maintained on schedule within its negotiated scope and budget, but also the plans and specifications must be developed in a manner to allow the construction contractor to maintain adequate phasing within the project to meet the schedule. This is especially important when working in the environment of an active airport operation. Clear development of plans allows the Client to receive competitive bids within the estimated project costs.

AECOM has the capability to respond quickly, efficiently and within the required timeframe by drawing on our experienced, multi-disciplined staff. Staff assigned to a project are committed through project completion. This allows the project team to be more responsive, both in time and dollar expenditures. Due to full-service, in-house capabilities for a majority of the required expertise, we do not need to accommodate extensive outside scheduling or personnel changes. A proven internal project management system, as well as the latest in engineering technology, allows project development in a timely, cost-effective manner.

We constantly review our current and projected workload to determine our ability to perform the required services for our airport improvement projects. After completing this backlog review, we assign staff with the availability to complete your project. This provides your project with a priority staffing level that has assigned roles in seeing the project develop to completion.

RUNWAY 18-36 REHABILITATION, WATERLOO REGIONAL AIRPORT

- Overall project budget of \$5.7 million.
- Initial evaluation of condition and alternate pavement designs with life-cycle cost analysis.
- Schedule flexibility to accommodate FAA and Airport reviews.
- Phasing and construction safety planning to maintain operations at all times.
- Designed as "Whitotopping" to utilize existing pavement section.
- AECOM prepared bid documents in less than four (4) months.
- The project was bid at \$4,885,000 and the final construction cost was \$4,957,000.

- **Performance Evaluations.** The greatest feedback from any project development comes from the view of the Client. During project development, many challenges must be resolved. At the end of the day, if the Client has a satisfaction level to provide a positive evaluation of your work, explaining the benefits provided to them, the project team knows it has met its number one goal -- **Client Satisfaction**.

2) Assigned Staff

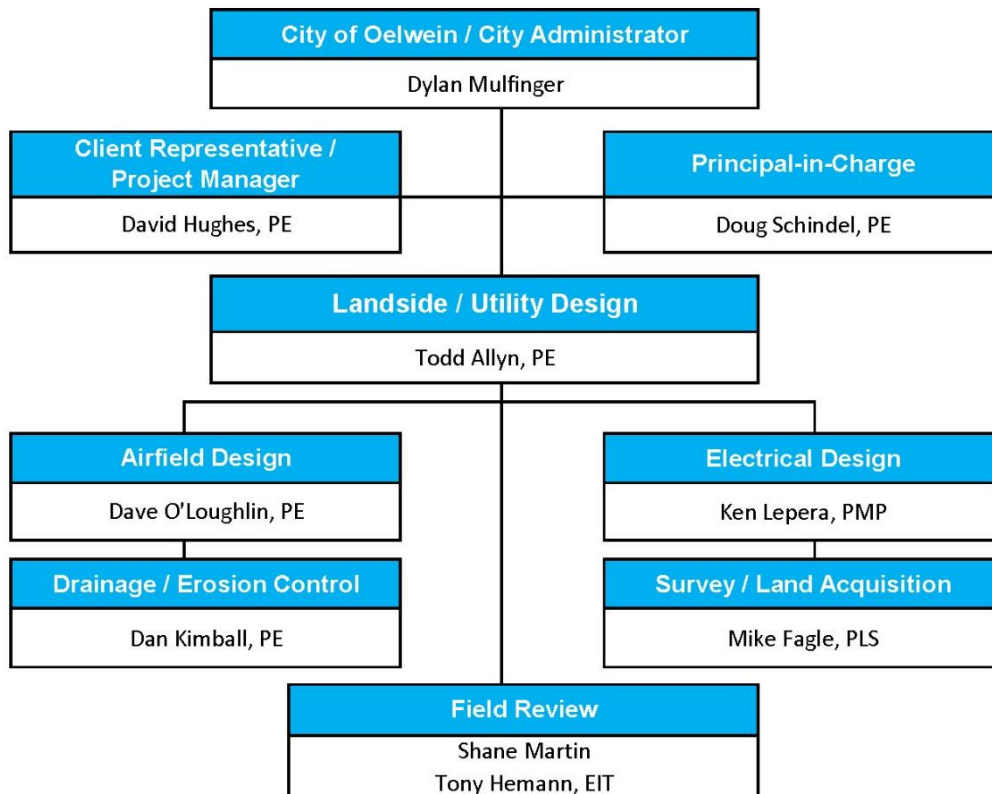
a) Introduction

This section of the Statement of Qualifications provides information about key personnel that will be assigned to your projects. These key personnel have extensive knowledge based on their previous personal experience with varied projects at numerous airport locations. Abbreviated resumes are provided here to demonstrate their knowledge of project development in an airport operation. These staff work as a balanced team to address all of the engineering, planning, coordination, and construction issues throughout project development. They each have experience in their area that specifically relates to the design or special service applicable to the needs of your project. This project team brings the following noted attributes to your project development.

ATTRIBUTES OF THE PROJECT TEAM

- **Specific expertise** in the planning and design aspects of these projects, including:
 - understanding of the FAA design standards and policies,
 - pavement design,
 - drainage evaluation and design,
 - utility coordination needs,
 - environmental assessment preparation and coordination,
 - phasing of construction for access and funding,
 - and public coordination and involvement.
- **Proven experience with developing projects according to FAA design standards.**
- **Successful completion of similar challenging projects.**
- **Team knowledge developed through a series of successful similar projects.**
- **Teammates on a long-term staff** that have built working relationships with **proven results and efficiency.**
- **Available to commit time and be responsive** to the project needs.

b) Organizational Chart



c) *Resumes***Doug Schindel, PE**

Principal-in-Charge

Education: BS / Civil Eng. / South Dakota State University - 1983

Yrs. Exp.: 38

Registration: PE - IA

Doug Schindel, PE, serves as Manager of the Iowa Operations of AECOM, covering the Waterloo and Des Moines, Iowa, offices. In this role, **Doug is responsible for ensuring staff and other resources are available to complete each and every project, while also completing these projects within budget and on schedule.** He is quality-minded and personally reviews contractual and scope materials for accuracy and thoroughness. In addition to his managerial duties, Doug is a respected engineer experienced in a variety of project types, with a focus on hydrology and hydraulic analysis.

**David B. Hughes, PE**

Client Representative / Project Manager

Education: BS / Mining Engineering / Virginia Polytechnic Institute & State Univ. - 1983

Yrs. Exp.: 38

Registration: PE - IA, VA, KY, AL

David Hughes, PE, has 38 years of experience in airport planning and design at numerous airports throughout the United States **and will serve as the Client Representative and Project Manager for the proposed projects.** His most recent assignment has been the Project Manager and Client Representative for projects at the Waterloo Regional Airport, including the design and construction of both the Reconstruct Taxiway C and Reconstruct Taxiway B South of Runway 18/36 projects. David has completed several Airport Master Plans and Airport Layout Plans, including the Iowa City Airport South Airfield Development Planning Study, and was responsible for the obstruction mapping and identification at the Iowa City Municipal Airport. He was the Client Representative and Lead Design Engineer for the improvements at the Iowa City Municipal Airport, including the rehabilitation and extension of Runway 7/25, the construction of the Runway 7/25 and Runway 12/30 intersection, the construction of a new taxiway parallel to Runway 7/25, and the reconstruction and expansion of the terminal apron. The construction of the parallel taxiway included a remodel and upgrade of the airfield lighting vault. David is currently servicing as Project Manager for several military airfield projects overseas as well.

**Todd Allyn, PE**

Design Engineer

Education: BS / Civil Eng. / University of Iowa - 1993

Yrs. Exp.: 27

Registration: PE - IA

Todd Allyn, PE, has 27 years of experience in airport, highway and municipal engineering. He will serve as a **Project Engineer for these projects.** His airport experience includes serving on the design team for numerous projects at the Iowa City Municipal Airport, including the Intersection of Runway 7/25 and Runway 12/30, the Parallel Taxiway to Runway 7/25, and reconstruction and expansion of the Terminal Apron at the Iowa City Municipal Airport. Todd served as a Project Engineer for the Repair Hot Cargo Pad and Repair Taxiway Bravo Ramp at Wake Island Airfield, as well as several of the airfield improvements at other overseas bases. Todd recently completed the design for the Reconstruct Taxiway B South of Runway 18/36 project at the Waterloo Regional Airport. In addition, he has

served as Project Construction Engineer for several of the projects at the Waterloo Regional Airport, including the construction of a new airfield lighting vault.



Dave O'Loughlin, PE

Design Engineer

Education: BS / Civil Eng. / Iowa State University - 2011

Yrs. Exp.: 12

Registration: PE - IA

Dave O'Loughlin, PE, will serve as a **Project Engineer for the proposed projects** at the Oelwein Municipal Airport. He has 12 years of design experience primarily focused on aviation projects. Dave has recently completed the design of the Taxiway B Reconstruction at the Waterloo Regional Airport and designed and modeled the grading for the Jorge Chavez International Airport in Lima, Peru. He previously designed the Oelwein Taxiway Connector Paving project at the Oelwein Municipal Airport and the GA Apron Reconstruction project at the Waterloo Regional Airport. Dave has extensive experience with 3D modeling and CAD software.



Dan Kimball, PE

Drainage / Erosion Control Engineer

Education: BS / Civil Eng. / University of Iowa - 2006

Yrs. Exp.: 15

Registration: PE - IA

Dan Kimball, PE, has 15 years of experience in transportation projects. He is a Water Resources Engineer and a certified professional in erosion and sediment control. He is experienced in hydraulic modeling, planning and design of storm water management facilities, preparation of storm water pollution prevention plans, and preparation of permits for both Iowa Department of Natural Resources and the Corps of Engineers. He will provide **drainage analysis and design of erosion control** for the upcoming projects. Mr. Kimball's design experience includes numerous urban, rural and airport drainage systems, including the evaluation of the storm water system for the Iowa City Municipal Airport.



Ken Lepera, PMP

Airport Lighting Design

Education: BS / Electrical Eng. / The Pennsylvania State University - 1987

Yrs. Exp.: 32

Registration: PMP - 2015

Ken Lepera, PMP, is a Senior Airport Electrical Engineer who **will provide airport lighting design services** necessary for airfield lighting vault modifications, PAPI and REIL installations, and other on-call projects. Ken has 32 years of experience designing airfield lighting systems, airfield signage, NAVAIDS, and airfield power and control equipment. His expertise also includes electrical systems inspection and roadway lighting. He has completed numerous airfield lighting projects, including lighting vault work and PAPI / REIL installation at the following locations: Ocean City Municipal Airport, Ocean City, MD; Baltimore / Washington International Airport, Baltimore, MD; Igor I. Sikorsky Memorial Airport, Bridgeport, CT; Republic Airport, Long Island, NY; Dallas / Fort Worth International Airport, Dallas / Fort Worth, TX; Garrett County Airport, Garrett County, MD; and Cambridge Dorchester Airport, MD.



Mike Fagle, PLS

Survey and Land Acquisition
Yrs. Exp.: 59
Registration: PLS - IA, KS, AZ

Michael Fagle, PLS, will **provide supervision for land and design surveying** for the projects at the Oelwein Municipal Airport. Mr. Fagle has more than 50 years of surveying experience, including data collection, right-of-way survey, plat and description preparation, and construction layout staking. He has training in FAA safety, security clearance, communication protocol and construction project documentation. Mr. Fagle has conducted surveys at the Oelwein Municipal Airport and is very knowledgeable of right-of-way monuments, horizontal and vertical control points and runway clearance obstructions. Mr. Fagle is trained in electronic data gathering techniques to accurately and efficiently collect and transmit field data. He has worked in airport operations at Waterloo Regional Airport, Iowa City Municipal Airport, Oelwein Municipal Airport, Andrews Air Force Base, Des Moines International Airport, Ames Municipal Airport, Keokuk Municipal Airport, Dubuque Regional Airport, Fort Wayne International Airport, Capital City Airport in Lansing, Michigan, Indianapolis International Airport, and Nebraska Air National Guard Base at Lincoln Municipal Airport.



Shane Martin

Construction Field Review
Yrs. Exp.: 15 (Military 13 / National Guard Ongoing)
DOT Certs.: Agg Tech, Erosion Basics, PCC 1, Nuclear Gauge



Tony Hemann, EIT

Construction Field Review
Education: BS / Civil Eng. / University of Iowa - 2018
Yrs. Exp.: 3
Registration: EIT

Shane Martin and Tony Hemann, EIT, will provide assistance in **field review during construction** for the proposed projects. Shane has served as the Resident Project Representative for several of the AECOM projects at the Iowa City Municipal Airport, most recently the Obstruction Removals project. Shane has 2 years of experience with AECOM but brings 13 years of military service to draw upon.

Tony has 3 years of experience in on-site review of construction projects, including the Grading and Paving of the Connector Taxiway project at the Oelwein Municipal Airport and the Reconstruction of Taxiway B South of Runway 18/36 at the Waterloo Regional Airport. Tony has a Civil Engineering degree from the University of Iowa, which he utilizes during his construction review tasks. Both Shane and Tony are trained in FAA safety, security clearance, communication protocols, materials testing and construction documentation.

Through involvement in these many and varied projects, **AECOM staff have developed individual knowledge and understanding of the FAA requirements and procedures**. The project team has knowledge, current information regarding the airfield and its latest projects, and is readily available to benefit the project development at the Oelwein Municipal Airport.

SECTION IV

Familiarity With Oelwein Airport

IV. Familiarity with Oelwein Airport

1) Understanding OLZ Airport

In this section of our qualifications, we wish to demonstrate the magnitude of our experience with the Oelwein Municipal Airport. Our staff has extensive, first-hand experience in working on surveying, design, special services, construction phase review, testing and administration of projects at the airport, as listed below.

This previous knowledge provides the City of Oelwein with many benefits that can be utilized in providing the services to meet the needs of your projects. Some of those benefits are noted in the table to the right.

AECOM and its previous entities have been involved with projects at the Oelwein Municipal Airport for 30 years. Most of these projects involved Federal Aviation Administration funding. Involvement in these projects demonstrates AECOM’s ability to meet the required Federal provisions, including those listed in your Request for Qualifications, and also demonstrates development of a working relationship with staff and procedures of the local, state and federal regulatory and funding agencies involved.

Our involvement with the Oelwein Municipal Airport dates back to 1991 when we designed the “whitetopping” of the existing runway and taxiway. This project involved construction of a 5-inch Portland Cement Concrete overlay of the existing runway and taxiway pavement. As part of the project, an edge subdrain system was installed and grading along the pavement edges was completed. The existing stake-mounted runway and taxiway edge lights were adjusted to match the new pavement edges, but the lighting fixtures were not replaced. This project was constructed in 1992 with Iowa Department of Transportation funding.

Since this original project, AECOM has been involved in projects at the Oelwein Municipal Airport that have been funded with Federal Aviation Administration (FAA) funding. These projects include:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Rehabilitation of Taxilanes, Entrance Road and Vehicle Parking Area • Joint and Crack Cleaning and Sealing on Runway 13/31 • Acquisition of Bi-Directional Tractor with Loader, Snow Blade and Snow Blower • Re-Marking of Runway 13/31 and Taxiway; Construction of 6-Bay T-Hangar and Paved Taxilanes to Each Side of New T-Hangar • Design of New Snow Removal Equipment (SRE)/Terminal Building | <ul style="list-style-type: none"> • Airport Layout Plan Update • Design of Airport Lighting Rehabilitation • Construction of Airport Lighting Rehabilitation • Design of Grading for Connector Taxiway to Runway 13 End • Construction of Grading for Connector Taxiway to Runway 13 End • Design of paving for Connector Taxiway to Runway 13 End • Construction of Paving for Connector Taxiway to Runway 13 End |
|---|--|

BENEFITS

- Working knowledge of airport operations.
- No learning curve needed to start work.
- Airport site information readily available.
- Previous project history enhances solutions on new projects.
- Familiarity with regulatory and funding agencies' procedures, requirements and staff.
- Know the strengths and weaknesses of existing infrastructure.
- Understand the impact of design solutions for a given project on remainder of the infrastructure.

In addition to the above specific projects, we developed the airport property map, obtained certificate of title opinion from City Attorney, prepared grant applications, developed DBE programs for larger airport projects, and provided documentation necessary for reimbursement of federal funds, all of which are required for federal grant programs.

SECTION V

Approach to Proposed Projects

V. Approach to Proposed Projects

In this section, we wish to demonstrate our understanding of and approach to the proposed projects presented in your Request for Qualifications. The projects included in the Request for Qualifications include projects that have been identified in the 5-year Capital Improvement Program as submitted to the Federal Aviation Administration by the City of Oelwein. These projects include the following:

- Seal Runway, Taxiway and Apron Surfaces and Joints
- Reconstruct or Replace Airport Lighting Vault
- Acquire Snow Removal Equipment
- Extend Runway
- Install Runway Vertical/Visual Guidance System
- Construct Taxiway
- Construct / Modify / Improve / Rehabilitate Hangar

The sealing of the runway, taxiway and apron surfaces and joints is necessary to keep the airfield pavements in useable condition. Initially, this task involves a field survey of the cracks and joints to enable the design staff to quantify the linear feet of crack and joint cleaning and sealing that will be required and determine the severity of the cracking that has occurred in the pavement surface. During this survey, any areas requiring patching will be noted so this work can also be included in the proposed project. AECOM will also survey the existing airfield pavement marking so we can include new marking in the proposed project. Using the field information, AECOM will prepare bid documents for the sealing, pavement repairs/patching and pavement marking. We will also assist in the bidding phase of the project and complete construction-related services, including project close-out with the FAA. ***Our staff just completed a joint cleaning and sealing project on the east terminal apron at the Waterloo Regional Airport and also prepared plans for the re-marking of the entire Waterloo Regional Airport.*** We will draw on this experience, along with our experience with the previous sealing and marking projects at the Oelwein Municipal Airport, on the pavements in question when preparing plans for this pavement maintenance project.

The reconstruction or replacement of the existing lighting vault will be vital to ensure reliable electrical service to the existing airfield and to increase capacity of the vault to allow for future airfield expansion. The current lighting vault consists of a small storage shed. Some of the equipment was upgraded when the SRE building was constructed and one constant current regulator was replaced during the runway lighting project; however, some of the equipment is old and has been partially abandoned but has not been removed. A new prefabricated building would provide beneficial security and environmental improvements for this lighting system. It would also allow for an upgrade of the vault equipment to ensure everything is up to current electrical code and would allow for the installation of an HVAC system, which would prolong the life of the equipment. AECOM would begin this project by inspecting the existing equipment, analyzing the needs of the current airfield and reviewing the needs of any future expansion. Currently, we anticipate replacing two (2) constant current regulators and the lighting controls system. We would also review the existing site to make sure we match the building size requirements to the current useable space. From there, we will complete in-house electrical, structural, mechanical and civil site design for the new facility. We will also add information in the plans that reflects how the old vault equipment will be disconnected from the system, how the new vault equipment will be located in the vault and energized after installation, and the demolition plans to remove the existing structure and outdated equipment. The construction of the new airfield lighting vault will be staged so that cutover to the new facility would be limited to one daytime outage of the airfield lighting system, having little to no impact on aircraft traffic. AECOM will complete the construction-related services

to ensure the project is constructed in conformance with the plans and specifications and then close-out the project with FAA once it is completed. *AECOM completed the design of a new airfield lighting vault for the Waterloo Regional Airport and modified the existing lighting vault at the Iowa City Municipal Airport. We have the knowledge and expertise to complete the vault work for the Oelwein Municipal Airport.*

AECOM provided the acquisition specifications for the existing snow removal equipment at the Oelwein Municipal Airport approximately 13 years ago. In addition, we have provided the snow removal equipment calculations for the Oelwein Municipal Airport as part of the capital improvement program, and we have provided acquisition specifications for snow removal equipment for several other airports. *We know the FAA requirements and are familiar with their policies on acquisition of snow removal equipment, including the Buy American provisions.* AECOM will ensure the Buy American requirements are met prior to award of the contract so there are no issues with the equipment purchase once a vendor is chosen. We will be able to use our past experience to immediately coordinate with the FAA concerning the acquisition of the upgraded tractor-mounted snow blower and displacement plow and begin timely preparation of the acquisition documents.

The proposed 1,000-foot extension of Runway 13/31 would allow for the ultimate 5,000-foot runway length to be achieved. This increase in length includes a 1,600-foot extension of the Runway 31 end but requires the Runway 13 threshold to be displaced by 600 feet due to obstructions to the approach path created by County Road C50 and County Road W13. This runway extension would allow some larger aircraft to utilize the runway in Oelwein, which would also increase the potential revenue for the facility. AECOM has completed numerous runway projects meeting FAA requirements and will design this project in the same manner. First, we will complete a design survey and create a project base map. Given the current property constraints and potential environmental impacts of the projects, land acquisition and environmental review and permitting will also be required for this project. *We have completed similar tasks on projects at the Waterloo Regional Airport and the Iowa City Municipal Airport and will have no problem assisting the City with the property acquisition, completing an environmental assessment, and preparing the environmental permitting documents for this project.* Once the design starts, we will use the FAARFIELD pavement design software to design pavement alternatives for the extension. We will then complete a life-cycle cost analysis of the proposed pavement alternatives to determine the best design for this project. Once the proposed pavement design is finalized, we will design the runway extension meeting the required FAA criteria. Re-marking of the runway will be required as part of this project since the Runway 13 threshold will be displaced and Runway 31 will be lengthened. *The installation of PAPIs and replacement of the REILs discussed later could be incorporated into this project since both runway thresholds will be moved during construction.* We will then create bid documents that meet FAA requirements and will assist in the bidding phase of the project. Once the project is bid, we will complete the construction-related services for the project to ensure it is built in conformance with the project plans and specifications. We will then complete the close-out process for the project with FAA. AECOM will also update to the current Airport Layout Plan once the project is complete.

The installation of new Precision Path Indicator Lights and the replacement of the existing Runway End Identifier Lights will increase the safety for pilots using the airport by improving their ability to line up for their approaches to the airfield. This work may be incorporated into the runway extension discussed above since both thresholds will be moved during construction and will require the need for new NAVAIDS to be installed. AECOM has installed NAVAIDS on numerous runways across the country. Our staff knows the FAA requirements to site these facilities and are also versed in their electrical requirements. We will complete design drawings using these criteria, as well as FAA project specifications. Once the bidding documents are approved by FAA, we will assist in the bidding process. Our field review staff will then ensure the installation is completed in accordance with the bid documents. Once the installation is completed, we will complete close-out documents and submit them to the FAA for final acceptance.

The Connector Taxiway expansion to the 31 end of Runway 13-31 will provide a safer facility by enabling aircraft to taxi from the 31 end of the runway to the terminal building without having to back taxi on the runway. AECOM has a significant amount of taxiway design experience, including the recent Taxiway C and Taxiway B reconstruction projects at the Waterloo Regional Airport. We will utilize this experience for this project. Initially, we will complete a design survey and base map. *We understand that current users at the Oelwein Municipal Airport are concerned*

about the location of the taxiway extension and its potential conflict with the existing grass runway located north of Runway 31. AECOM will review alternatives for the location of this taxiway to ensure the construction of this project does not adversely affect the existing airport users. Once a final alignment is established for the taxiway extension, our staff will provide alternative pavement designs using FAARFIELD and develop a life-cycle cost analysis to provide a final design that will be approved by FAA and *be cost effective for the City of Oelwein.* During the design, phasing and staging plans will be developed to minimize closures of the runway and the existing taxiway during construction. *The critical element to this work is to minimize the construction time in the intersection areas because of the potential impacts to operations at the Oelwein Municipal Airport.* Once bid documents are completed that are acceptable to the FAA, we will assist in the project bidding phase. We will also complete the construction-related services to ensure the project is completed in conformance with the project plans and specifications. After the project is constructed, we will complete FAA close-out documents and also update the Airport Layout Plan.

The construction of a new 6-bay T-hangar will increase the available hangar space at the airfield, and the potential revenue for the City. This increase in revenue would allow for additional maintenance and expansion work to be completed at the airport. Currently, all hangar space at the Oelwein Municipal Airport is full and there is a waiting list for space at the facility. This new T-hangar could be constructed between the west T-hangars and the terminal building. AECOM has completed numerous T-hangar installations, including the most recent addition at the Oelwein Municipal Airport. The staff understand the requirements for these facilities and *has the in-house expertise to complete the structural, electrical, mechanical and civil site designs for the facility.* We would create plans and specifications that would meet FAA requirements and assist in the bidding phase of the project. We would also complete the construction-related services for the project to ensure it is constructed in conformance with the bid documents. We would then complete the close-out documentation and submit it to the FAA for final acceptance. This project may also include some sheet metal, HVAC and electrical upgrades for the Maintenance Hangar. If the City chooses to incorporate this work, AECOM will coordinate with the FAA to get the appropriate approvals prior to starting design.

These projects are necessary for expansion, growth and safety concerns for the Oelwein Municipal Airport. With this understanding and background, we have identified several considerations for each of the projects and indicated our specific approach on the following pages.

Project Understanding/Approach	Benefit of AECOM
<p><u>Runway, Taxiway, Apron Seal Surfaces and Joints</u></p> <ul style="list-style-type: none"> Crack and joint sealing necessary to keep pavements in useable condition. Project will include any necessary patching and will re-mark the entire airfield. 	<ul style="list-style-type: none"> Completed joint sealing and re-marking project previously on these existing pavements. Just completed similar work at the Waterloo Regional Airport. Have working knowledge of specifications, materials, details, and field installation requirements. Have developed standard patching details to repair spalled pavement areas.
<p><u>Reconstruct or Replace Airport Lighting Vault</u></p> <ul style="list-style-type: none"> Airfield electrical service updated as part of SRE Building, but part of the distribution system is still original and needs to be updated. Existing electrical vault is a small storage shed. New vault building would provide beneficial security and HVAC improvements. Existing vault equipment is partially abandoned but has not been removed. Elements of distribution system need to be upgraded to meet current Code and safety requirements. 	<ul style="list-style-type: none"> Have history with the electrical distribution system for this airport. Provided partial upgrade as part of Alliant Energy service installed with SRE/Terminal Building and replaced a Constant Current Regulator (CCR) with the runway lighting project. Know airfield lighting vault requirements and have working knowledge of the past project work. Have experience working with utility company and designing vault work for airports at Iowa City and Waterloo.

<p><u>Acquire Snow Removal Equipment</u></p> <ul style="list-style-type: none"> Existing snow removal equipment (tractor with loader, blade and blower) is city owned and was purchased through the FAA AIP program. Oelwein is eligible for funding for snow removal equipment, and replacement of the snow blower attachment and plow attachment is needed. 	<ul style="list-style-type: none"> Provided bid documents for previous snow removal equipment acquisition for Oelwein Airport. Provided acquisition documents for ARFF Vehicle, snowplow, snow sweeper, snow blower, ramp tractor, and end loader at Waterloo within the FAA Central Region. Experienced in FAA requirements for justification of equipment and specification documents for equipment, including Buy American clause.
<p><u>Extend Runway</u></p> <ul style="list-style-type: none"> Runway extension will upgrade runway to a 5,000-foot-long facility and allow larger planes to utilize the airfield. Extension must be completed prior to installation of new REILs and PAPIs and the construction of the Connector Taxiway to the Runway 31 end. Project will require multi-year FAA funding to complete. Project could be constructed in separate grading and paving projects to meet funding constraints. 	<ul style="list-style-type: none"> Completed design of original runway "whitetopping" and subdrain system. Familiar with FAA design standards and requirements. Familiar with existing conditions of airport so there will be no delays due to surprises during construction. Completed property acquisitions and environmental review and permitting on similar projects in Waterloo and Iowa City. Project would only progress based on airport needs. Current traffic does not justify the runway extension.
<p><u>Install Runway Vertical / Visual Guidance System</u></p> <ul style="list-style-type: none"> REILs are old and in need of replacement with equipment meeting current FAA lighting criteria. Addition of PAPIs will increase safety for pilots using airfield. Installation of NAVAIDS may be incorporated into the runway extension noted above. 	<ul style="list-style-type: none"> Completed similar NAVAID installations at numerous locations across the country. Experienced in FAA siting criteria and electrical requirements of NAVAIDS
<p><u>Construct Taxiway</u></p> <ul style="list-style-type: none"> Taxiway extensions will increase safety for users by allowing planes to taxi to the terminal from Runway 31 without having to back taxi on the runway. Project will require multi-year FAA funding to complete. Project could be constructed in separate grading and paving projects to meet funding constraints. 	<ul style="list-style-type: none"> Provided preliminary design and cost estimates for parallel connector taxiway section. Familiar with FAA design standards and requirements. Have experience in construction phasing to keep runway open to air traffic, specifically for aerial spraying operations during summer months. Understand current user needs at the airfield and will consider these when setting the alignment for the proposed taxiway extension to allow for construction on the southern side of the runway instead of the northern to eliminate potential impacts to the existing grass runway.
<p><u>Construct / Modify / Improve / Rehabilitate Hangar</u></p> <ul style="list-style-type: none"> All hangar space currently full at the airport. Currently, there is space available west of the terminal building for T-hangar installation. Maintenance hangar needs upgrades that could be completed as part of this project. 	<ul style="list-style-type: none"> Completed last T-hangar construction at the Oelwein Municipal Airport. Familiar with design standards and requirements for these facilities. Have in-house staff that can complete all required design elements. Have knowledge of the existing Maintenance Hangar which will make design of upgrades to this facility easier to complete.

SECTION VI

Disadvantaged Business Enterprise Participation

VI. Disadvantaged Business Enterprise Participation

AECOM recognizes that the City of Oelwein will have to develop a DBE Plan for some of the projects. The DBE goals are established based on the current capacity of DBEs in the local area and the type of work that is expected in each project. The goals are set for not only construction but engineering services. AECOM will assist the City in reviewing the DBE participation goals for each project.

AECOM has long been an advocate of teaming with and fostering meaningful relationships with DBE firms on its projects. AECOM often exceeds client DBE goals and is proud to have been honored with multiple awards and recognition within the industry.

AECOM supports the federal DBE program and will meet goals that are established for engineering services for the federally funded projects, utilizing firms that are listed in the Iowa DOT DBE directory current at the time an engineering services agreement is entered into. We have past and present relationships with the following certified DBE firms:

- LT Leon Associates, Inc.
- Robinson Engineering Company, Inc.
- Tallgrass Historians, LC



SECTION VII

Current Workload

VII. Current Workload

We have carefully reviewed our existing and anticipated workload and have determined that we can meet the expectations for staffing and responsiveness for your projects. Our large staff and in-house capabilities allow AECOM the flexibility to address the fluctuations in demand for our services. To meet your intermediate deadlines and deliverables, AECOM has a large quality resource pool to draw upon.

This section documents our current and anticipated backlog, upcoming schedules and capacity to complete new projects. Some of the key factors include the following:

1. Our project manager, *David Hughes, PE*, will have availability for the projects in this request. ***David can commit up to 100% of his time, when required, toward the upcoming projects at the Oelwein Municipal Airport.***
2. Our experience with airport design projects involving FAA funding gives us communication and organizational skills to schedule and complete these projects. These skills will be necessary to meet peak load requirements.
3. We have reviewed the backlog and schedules of our existing projects. We are confident that our design team can meet the needs of the Oelwein Municipal Airport.
4. AECOM maintains a staff of highly qualified resident project representatives that are familiar with FAA requirements. We have reviewed anticipated workload for the next construction season and have the staff availability to provide a resident project representative during the construction phases for these projects.

Based on the above assessment, we are able to commit the team members listed in our submittal. This team will be available for the Oelwein Municipal Airport on a priority basis according to your schedule requirements on each project.

We understand that this program will require both flexibility and responsiveness in our staffing levels, and we are committed to assigning our personnel accordingly. Based on our current workload and outlook, we will be able to assign additional resources, as needed, to meet intermediate and final scheduling and peak load requirements.

SECTION VIII

Benefits of AECOM

VIII. Benefits of AECOM

We are confident that the AECOM team will continue to provide the Oelwein Municipal Airport with exceptional service and qualifications, as well as the most knowledgeable and responsive team for the upcoming 5-year engineering agreement. Some of the major benefits of the AECOM team include:

UNIQUE, NATIONALLY-QUALIFIED TEAM

AECOM has a wealth of proven experience at large airports throughout the United States. These experts are a phone call away, if needed. ***Combined with our local Iowa presence and Oelwein Municipal Airport experience, our team provides outstanding qualifications to design the projects identified in the Request for Qualifications.***

PROJECT UNDERSTANDING

Past experience gained from working with the Oelwein Municipal Airport on the projects outlined in the previous section will be a major benefit to being able to provide quality services for the upcoming projects. As a result of our previous work, our project team will be efficient and will not overlook important details gained from the knowledge of our previous projects. No learning curve will be required, and our project team will be able to “hit the ground running.”

FAMILIARITY WITH FAA STANDARDS AND FUNDING

The AECOM Team is extremely familiar with the FAA staff in the Central Region, in addition to their requirements, procedures and policies. ***Our extensive background in airport projects in Iowa and the nation gives our team the resources and confidence needed to tackle any assignment under the current 5-year CIP.***

QUALITY CONTROL

AECOM’s serious commitment to quality control results in thorough checking and documentation of all deliverables and design activities. Our ISO-9001 certification process gives us the tools to implement and track our QC activities, and AECOM’s experts bring the experience needed to competently perform our work. ***We are committed to delivering quality designs which will avoid surprises and difficulties during construction.***

KNOWLEDGE OF EXISTING INFRASTRUCTURE

Over the past several years, our project team has developed a knowledge of the strengths and weaknesses of the Oelwein Municipal Airport airfield infrastructure that will prove invaluable as additional projects are developed in the upcoming 5-year program. This is a ***tremendous advantage when developing a project and will lead to efficiencies during the design of the projects.***

CONSTRUCTIBLE SOLUTIONS

Construction staging and maintaining airfield operations during construction are extremely important to users of the airport. Our Project Team is familiar with operations of the airfield and is able to phase construction to maintain operations when possible. ***Our Project Manager has a good working relationship with City staff to avoid surprises.***

COMMITMENT AND RESPONSIVENESS

The AECOM Project Manager and entire team are committed to providing quality services to the Oelwein Municipal Airport. The AECOM team will bring the skills and experience we have described, along with a ***continued personal commitment to your project.*** The team will be responsive to your needs throughout the project, flexible in adjusting to your input and comments, and professionally competent in providing information you can trust. ***Our entire team is enthusiastic, available, and ready to make your project a success.***

SUMMARY

AECOM has provided quality aviation engineering services to our Iowa airport clients for nearly 50 years. The results are proven in many successful projects which are constructible, cost effective and sensitive to the environment. We are committed to continuing to provide the same quality services on your projects.

The entire AECOM team would greatly appreciate the opportunity to continue serving the Oelwein Municipal Airport.



STATEMENT OF QUALIFICATIONS FOR FIVE YEAR ON-CALL AVIATION ENGINEERING SERVICES FOR

OELWEIN MUNICIPAL AIRPORT (OLZ)

*THE KIRKHAM MICHAEL DIFFERENCE:
DEDICATED AVIATION TEAM OF DESIGNERS AND
PLANNERS WHO ARE ALSO PILOTS, AIRCRAFT
OWNERS, AND AVIATION ENTHUSIASTS.*



Contact:
Eric Johnson
ejohnson@kirkham.com
515.270.0848

Date:
October 28, 2021

October 28, 2021

Dylan Mulfinger, City Administrator
City of Oelwein
20 2nd Avenue SW
Oelwein, Iowa 50662

RE: Statement of Qualifications for 5 Year On-Call Aviation Engineering Services for Oelwein Municipal Airport

Dear Mr. Mulfinger:

We are excited to partner with the City of Oelwein as your airport continues to develop and deliver value to the community, local economy, and the State and Federal System of Airports. It is evident you take pride in your airport and see the potential it has. **With 125 years of combined airport experience, the Kirkham Michael - CGA team will continue to help you maintain and build upon your investment.**

We are confident our team can meet and exceed your goals, budgets, and expectations as you move forward. In addition, our aviation team provides the following benefits.

UNDERSTANDING OF THE OELWEIN MUNICIPAL AIRPORT: After speaking with you, we understand that the capital outlay for the airport is of particular concern to the city. With this in mind, we can complete a cost-benefit analysis for your projects so you can be sure to get the most value on your investment. Also, CGA's Cedar Falls office will provide field services and other project coordination to decrease travel costs. This, our vast airport experience creating smart Capital Improvement Plans, and our considerable knowledge of FAA and state funding are all part of the package the Kirkham Michael – CGA team will bring to your airport. We have also worked with other city airports to make the most of their funds including Harlan, Osceola, and Manchester.

EXPERIENCED AVIATION TEAM LEADER: Eric Johnson has managed over 450 FAA projects in the last 40 years. This experience includes airport planning and design through construction for projects throughout the State of Iowa and the FAA's Central Region, including:

- runways, taxiways, and aprons
- pavement construction and rehabilitation
- hangar construction and rehabilitation
- airfield lighting, NavAids, electrical vaults
- airport fencing
- Airport Layout Plans /AGIS
- airspace studies
- land acquisition
- fuel systems
- Snow removal equipment (SRE) acquisition
- SRE building

Eric also has extensive experience with aviation funding sources and will assist you with developing a workable Capital Improvement Program for the airport.

THE KIRKHAM MICHAEL - CGA TEAM SIMILAR AIRPORT EXPERIENCE: Our team has over 125 combined years of successfully completed pavement rehabilitation and new construction, snow removal equipment acquisition, and lighting projects. Kirkham Michael will be tasked with project management, design, and bidding, while CGA will complete the survey work and construction observation. Kirkham Michael has recently completed similar projects in Iowa for Harlan,



ERIC JOHNSON
Project Manager

EXPERIENCE
40 years of airport planning & design

35 rehabilitation and 20+ lighting projects over the past 20 years

Licensed pilot

APPROACH
Funding assistance

Maintain budgets

Tailor project to fit local conditions for best quality and longevity

Design, bidding, construction, and closeout services



Manchester, Osceola, Ottumwa, and Pocahontas. CGA has worked with Charles City, Creston, Grinnell, Marshalltown, and Newton. We incorporate local and FAA guidelines to all projects.

SPECIALIZED AIRPORT STAFF: For 75 years, the Kirkham Michael airport team has maintained FAA certifications and works solely on airport projects. This gives us a comprehensive knowledge base that helps to overcome challenges as they arise on airport projects. In addition, the team’s experience in all aspects of the FAA airport project process produces a quality product while consistently looking for ways to maintain a tight budget.

ATTENDANCE AT AIRPORT BOARD MEETINGS / ASSISTANCE WITH PLANNING: Our team feels it is critical to regularly attend airport board meetings to understand your needs and how best to address them. We also think it is essential to keep you informed of all FAA and IaDOT funding programs, and we will help you secure funding through these agencies or find alternative sources. These programs require a current and well-thought-out Capital Improvement Plan. We will assist the airport with grant applications, Capital Improvement Plans, and other required FAA documents critical to airport development.

AWARD-WINNING AIRPORT PAVING PROJECTS: Over the past 12 years, Kirkham Michael, under the guidance of Eric Johnson, has earned 12 national and state awards for airport planning and design in airfield pavement preservation, concrete paving, and asphalt/concrete overlay projects.

PILOT’S PERSPECTIVE: Mike Olson (President of Kirkham Michael) and I (Eric Johnson, Aviation Team Leader) are active, licensed pilots. We understand the airport user’s experience. We will use our combined 70 years of airport experience to assist our planners and designers in shaping your project, meeting or exceeding FAA requirements, and ultimately the pilots’ expectations using your airport.

FINALLY, THANK YOU FOR CONSIDERING THE KIRKHAM MICHAEL - CGA TEAM. We are genuinely excited about this opportunity to continue serving your airport. Please feel free to call your point contact, Eric Johnson, at 515.270.0848 with any questions.

Sincerely,

KIRKHAM MICHAEL

Eric W. Johnson
Vice President and Aviation Team Leader

Matt Garber, P.E., P.L.S.
President, CGA



“Kirkham Michael values the strong working relationship we have developed with our airport clients. We believe the key to this partnership’s success has been open communication, attention to detail, utilizing existing resources, the foresight of potential challenges, and planning for future development.

We will apply these principles to your projects as well.”



CONTENTS

- UNDERSTANDING & APPROACH TO YOUR PROJECT..... 1
- EXPERIENCE WITH COMPARABLE PROJECTS..... 5
- RELEVANT EXPERIENCE OF KEY PERSONNEL..... 11
- KEY PERSONNEL..... 12
- KEY PERSONNEL - SUBCONSULTANT..... 14
- KNOWLEDGE OF FAA STANDARDS, POLICIES, & PROCEDURES..... 15
- HISTORY OF MEETING SCHEDULES & STAYING WITHIN BUDGET..... 16
- CAPABILITY TO PERFORM ALL ASPECTS OF THE PROJECT..... 17
- QUALITY OF PREVIOUS AIRPORT PROJECTS UNDERTAKEN..... 18
- REFERENCES..... 19



Cessna 182 RG: Owned by Eric Johnson
Vice President, Kirkham Michael



Piper Arrow: Owned by Mike Olson, P.E.
President, Kirkham Michael



KIRKHAM MICHAEL DIFFERENTIATORS

Knowledge of your airport includes:

- Working on the laDOT Aviation System Plan and pavement evaluation projects.
- Our recent visit.

Knowledge + Experience = Efficiency

FAMILIARITY OF YOUR AIRPORT



- Kirkham Michael team works solely on airport projects including planning, design, and construction
- Together with our teaming partner, CGA, we have a combined 125 years of airport experience

SPECIALIZED AVIATION TEAM



- Design from a pilot's perspective
- Active board members of state and local aviation associations
- Licensed pilots
- Understand user's concerns

WE ARE PILOTS & USERS OF THE AVIATION SYSTEM



- Aerial mapping and imagery with drones
- 3D modeling and animation software to analyze design concepts
- Aircraft maneuvering software for pavement design and layout

INNOVATION



12 Best Design and Constructibility Awards in the last 12 years, including a National Award, for airport pavement reconstruction

12 AWARD WINNING AIRPORT PROJECTS



We strive to be an integral part of our client's aviation team and cultivate collaborative partnerships that include:

- Regularly attending meetings
- Providing support with FAA processes
- Attending client's functions

We will go the extra mile to help our clients succeed!

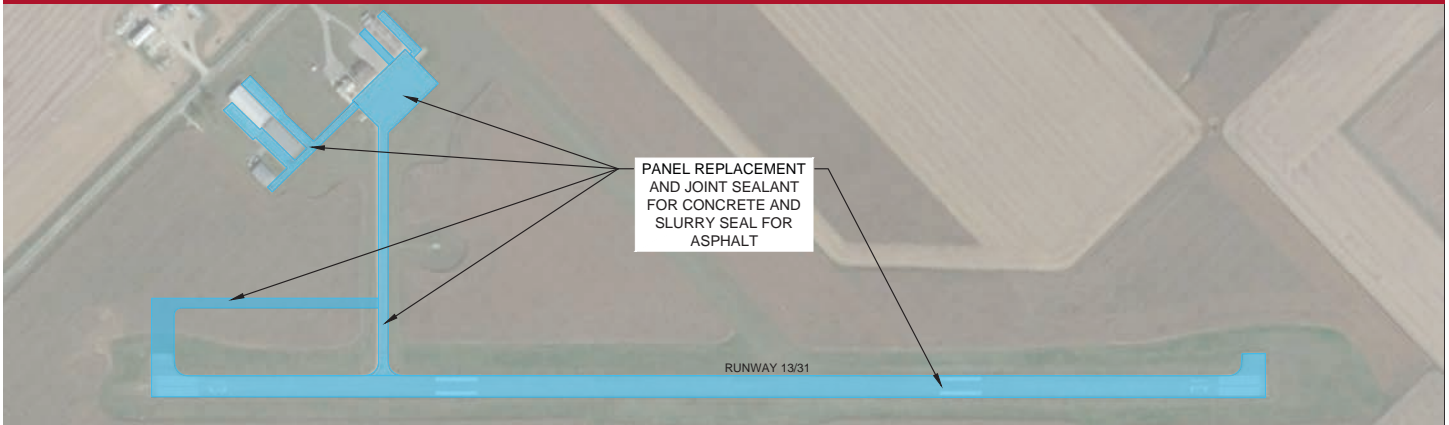
GO ABOVE & BEYOND TYPICAL SERVICE

We Go the Extra Mile





FY 2022 RUNWAY, TAXIWAY, APRON REHABILITATION



APPROACH

PAVEMENT EVALUATION

The first critical step is conducting a pavement evaluation. The evaluation will establish a scope of work to best address methods for preservation. Key considerations and approach include:

- Site visit with drone mapping of the pavement.
- Review of the Pavement Condition Index Report.
- Coring to analyze pavement and subsurface conditions.

DESIGN CONSIDERATIONS

This project will consist of:

- Concrete panel replacement.
- Cleaning and repairing cracks.
- Slurry seal for asphalt
- Removing and replacing the existing joint sealant on the runway, apron, and taxiway with new joint sealant.
- Remove the existing pavement markings and place all new pavement markings.



POTENTIAL CONCERNS

ACCESS DURING CONSTRUCTION

- **Our team's solution** is to develop a Construction Safety & Phasing Plan to phase construction to avoid pavement closures as much as possible.

LONG TERM PAVEMENT MAINTENANCE COSTS

- **Our team's solution** is to provide a detailed life-cycle cost analysis, including annual anticipated maintenance costs, for the airport and the city to use as a budgeting tool.



From the latest Airfield Pavement Conditioning Index (PCI), our initial assessment is that the runway and apron appear to be in good condition, and portions of the taxiway may require in-depth rehabilitation.



FY 2023 RECONSTRUCT OR REPLACE AIRPORT LIGHTING VAULT FY 2025 INSTALL RUNWAY VERTICAL/VISUAL GUIDANCE SYSTEM



VAULT APPROACH

The Kirkham Michael - CGA team has 125 years of non-precision and precision airport lighting, signage, and visual aid experience. Our approach to your lighting improvement project will consist of reconstructing or replacing your lighting vault. Design considerations include:

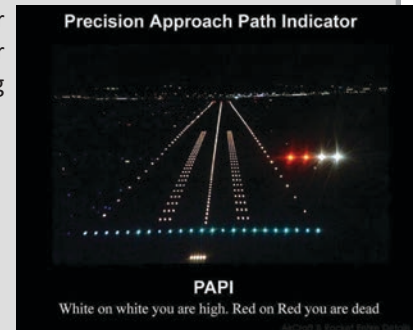
- **Evaluate options** along with cost benefit analysis for a precast vault building or utilization of space in the existing terminal building.
- **Review of the existing regulator and circuitry.** This includes a review of the regulator load capacity for the future lighting and Runway Vertical/Visual Guidance System. If necessary, new regulators can be included in the project.
- **Include installation of new wiring and conduit.**



GUIDANCE SYSTEM APPROACH

The recommended system for this project would be to install Precision Approach Path Indicators (PAPIS) at the Runway Ends 13 and 31. This system will improve safety by providing visual guidance for pilots on final approach. Our team's extensive experience with these visual navigational aids include:

- PAPI sighting and aiming.
- FAA flight checks.
- Regulator capacity review.
- Options for LED lighted PAPIs.
- Considerations for pilot controlled or photocell operating PAPIs.



POTENTIAL CONCERNS

RUNWAY CLOSURES DURING CONSTRUCTION

- **Our team's solution** is to phase construction to keep runway closures to a minimum.



FY 2023 ACQUIRE SNOW REMOVAL EQUIPMENT ACQUISITION



APPROACH

We have assisted Part 139 and GA airports with acquiring snow removal equipment, including Kearney Regional, Central Nebraska Regional, and Pocahontas Municipal Airports. We understand that you wish to purchase a broom and/or blade attachment for the existing tractor, similar to the photo shown above. For your project we will complete the following per FAA requirements:

- Review current inventory of the existing equipment.
- We will work closely with you on various options to make sure the appropriate attachments will be specified.
- Review and provide FAA required calculations to determine the size, type, and amount of equipment needed.
- Assist the City in acquiring the attachments under FAA procurement guidelines.



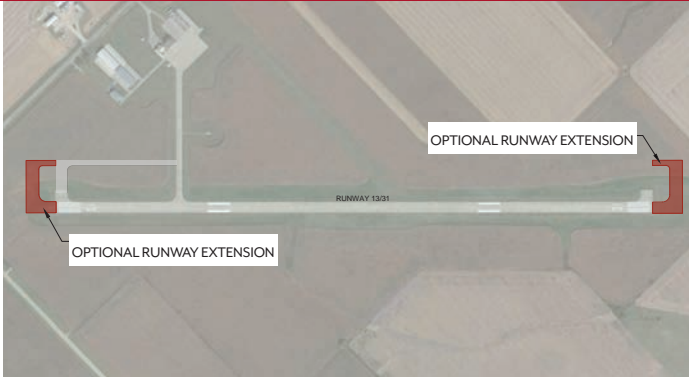
POTENTIAL CONCERNS

FUNDING SOURCES AND EQUIPMENT ELIGIBILITY

- **Our teams' solution** is to work closely with the City and the FAA to determine that all equipment is eligible. We will also assist the City with the funding applications.



FY 2024 EXTEND RUNWAY 13/31 FY 2026 CONSTRUCT PARALLEL TAXIWAY



EXTEND RUNWAY

Our team will provide the FAA required updates to critical aircraft and other applicable operations (take-off and/or landing) including forecasts to confirm ultimate runway lengths. This justification is required for the project to move forward. The goal will be to reach 500 annual operations with the largest most demanding aircraft. This will also be supported by cost benefit analysis.



CONSTRUCT TAXIWAY

Our understanding is that you will complete the full parallel taxiway for Runway 13/31 and make the connection at Runway 31. As the airport develops, a full parallel taxiway will improve safety and allow for increased operations for this runway. Our team's design approach is based upon recent successful airport projects at Harlan, Osceola, and Ottumwa airports.

We recommend a preliminary engineer's report following FAA requirements to assist the airport in providing cost benefit analysis, establishing the budget, and other project details. Considerations are:

- ➔ **Sizing of the turnarounds** at the approach end of 31 per critical aircraft requirements.
- ➔ **Pavement design considerations** are to match the existing pavement thickness and provide smooth transitions at proposed taxiway and crosswind runway intersections
- ➔ **Consideration for subbase** to improve subsurface drainage which includes soil modification, if required.
- ➔ **New markings and signage.**



Lyons-Rice County Municipal Airport Runway 17/35



POTENTIAL CONCERNS

BALANCING THE EXTENSION BETWEEN RUNWAY 13 AND 31 ENDS TO MINIMIZE LAND ACQUISITION.

We would anticipate an ultimate extension between 200' and 400'.

- ➔ **Our team's solution** is to provide an accurate forecast to include actual commitment letters of potential corporate small and mid-size business jets that may require the additional length.

RUNWAY CLOSURES DURING CONSTRUCTION

- ➔ **Our team's solution** is to phase construction to keep runway closures to a minimum. We would also consider temporary displaced thresholds.



MULTIPLE AIRPORT PROJECTS | OTTUMWA REGIONAL AIRPORT



PROJECT CONSIDERATIONS

Runway 13/31 Reconstruction

- Milled the existing asphalt runway and reused the millings as a subbase material below the new concrete runway.
- New precision and non-precision runway markings.
- Runway and taxiway edge lights, REILs, PAPIs, and threshold lights for the approach lighting system.
- Pavement evaluation with life-cost cycle analysis to determine the type of pavement to use.
- Extended Runway End 13.



PROJECT CONSIDERATIONS

Additional Projects (Partial Summary)

- Runway 4/22 asphalt rehabilitation will begin Spring 2022.
- AGIS for the FAA to develop and publish new approaches.
- Apron rehabilitation.
- Corporate hangar.
- Fuel system upgrades.

The Runway 13/31 reconstruction project was the largest general aviation airport improvement project in FY 2019 within the State of Iowa. Kirkham Michael assisted the airport in acquiring funding for the project.



Corporate Hangar and Apron



BENEFIT

The benefits Ottumwa Regional Airport received from these projects include extended pavement life, accommodation for larger aircraft and increased usage of the airport, boost for the local economy, improved fueling operations, and increased revenue from higher fuel sales and additional hangar rent.



RUNWAY 17/35 PROJECTS | LYONS-RICE COUNTY MUNICIPAL AIRPORT



PROJECT CONSIDERATIONS

Kirkham Michael has worked closely with the Airport for over 15 years on their improvement projects. The most notable projects were improvements to Runway 17/35. Planning was critical to get the runway to where it is today.

ASPHALT REHABILITATION: We helped the airport with their last asphalt rehabilitation (slurry) of the runway in 2004.

PLANNING: After the slurry seal, Kirkham Michael and the Airport carefully planned out the steps necessary to ultimately lengthen and widen the runway. Several steps needed to be accomplished for FAA eligibility of the ultimate runway that included:

1. Updated the ALP to show the new runway dimensions and updated the Exhibit 'A' Property Map to show the land acquisitions necessary for the ultimate runway.
2. Completed an Environmental Assessment for the runway improvements.
3. Acquired the land for the runway improvements.
4. Preliminary runway design included an Aeronautical Survey for the FAA to airspace the ultimate approaches.

RUNWAY DESIGN AND CONSTRUCTION: To reach the ultimate length and width, construction consisted of two phases.



PROJECT CONSIDERATIONS

1. *Phase 1:* Reconstruction and widening of Runway 17/35. The old asphalt runway was removed and the asphalt millings reworked into the subbase of the new runway. The new runway was widened and constructed in concrete with edge drains. In anticipation of the extension project, the runway centerline markings and edge lights were laid out to accommodate the extension.
2. *Phase 2:* Extension of Runway Ends 17 and 35. Each end was extended to the ultimate length with additional edge lights and new runway markings in the extensions. PAPIs and REILs were also installed during the project. A new connector taxiway was constructed to Runway End 17.

FINAL IMPROVEMENTS: The last action items for Runway 17/35 that also improved the approaches was removal and mitigation of obstructions within the approaches and installation of an AWOS.



BENEFITS

The reconstructed Runway 17/35 now accommodates larger aircraft and new business to the airport and economy. The AWOS provides critical weather information that aids pilots in making informed decisions on flights which improves overall safety.



AIRFIELD PAVEMENT RECONSTRUCTION PROJECTS



Osceola Municipal Airport



Harlan Municipal Airport



Hastings Municipal Airport



Belle Plaine Municipal Airport - CGA



PROJECT CONSIDERATIONS

Preventative maintenance and rehabilitation are necessary to extend the useful life of pavement. The first step is conducting a pavement evaluation that involves site evaluations with the Airport staff. Together we review the site conditions for cracks, joint sealant condition, signs of deterioration or ASR, and discuss the laboratory tests of the underlying subbases and concrete core samples. From there, we work with the airport, IaDOT, and FAA to determine the degree of deterioration and the best solution for maintenance or repair.

Solutions include:

- ➔ Crack repair, spall repair, or panel replacement.
- ➔ Resealing joints.
- ➔ ASR preventative treatments (using a silane solvent or overlay).
- ➔ Concrete or asphalt overlay.
- ➔ Crack repair and slurry seal.
- ➔ New pavement markings.

In conjunction with these projects, we also prepare Pavement Maintenance Programs for our clients that include comprehensive details and procedures such as pavement inventory, inspection schedules, record keeping, and methods for maintenance. This plan assures the proper performance of pavement maintenance, both preventative and future repair.



BENEFITS

By providing good sound pavement analysis and recommendations, our airport clients have saved on annual pavement maintenance costs. Our team has successfully extended the pavement life for many airports, including Osceola, Ottumwa, Falls City, Hastings, and Superior airports, through crack repair, panel replacement, and overlay projects. These cost-effective projects helped preserve the pavement, prevented costly reconstruction, and improved each airport. Not only do the airports and local economy benefit from these projects but so does the State System of Airports.



AIRFIELD LIGHTING PROJECTS



Harlan Municipal Airport



Ottumwa Regional Airport



Seward Municipal Airport



Forest City Municipal Airport - CGA



PROJECT CONSIDERATIONS

Our team has 125 years of airport lighting experience including runway and taxiway lighting, visual navigational aids, beacons, and lighted signage. We are well versed in the FAA criteria for lighting configurations on runways and taxiways.

- Proper siting and aiming of approach lighting systems, PAPIs, and REILs are critical to aircraft safety. We take extra care when aiming visual aids such as PAPIs to ensure correct glide slopes, threshold crossing heights, and that obstacle clearance surfaces are clear.
- With all lighting projects, we review existing circuit and regulator load capacity. These projects have received new wiring, conduit, counterpoise wire, and other necessary equipment. When necessary, new regulators are sized to current and potential future loads. We also explore options for high efficiency such as LED fixtures. Lighting operations are also considered with options for pilot controls or photocells for dusk to dawn operations.



BENEFITS

The new or improved lighting and visual navigational aid systems increased safety at these airports during night and low visibility conditions, while installation of LED fixtures improved efficiency and increased cost savings.



Superior Municipal Airport



SNOW REMOVAL EQUIPMENT ACQUISITION



Kearney Regional Airport | Broom and Carrier Vehicle



PROJECT CONSIDERATIONS

Our team understands that proper equipment is vital for keeping runways open for the general public, airlines, emergency, and medical users during winter. We have assisted our clients with successfully acquiring snow removal equipment through state and federal assistance programs.



Pocahontas Municipal Airport | Dump Truck



BENEFITS

The flying public, including charter and medical flights, will see improved response times for clearing the runways, taxiways, and aprons.



Central Nebraska Regional Airport | Snow Blade



Kearney Regional Airport | Snow Blade



TURNAROUND AND PARALLEL TAXIWAY PROJECTS



Harlan Municipal Airport



Falls City Municipal Airport



Hugoton Municipal Airport



Central City Municipal Airport

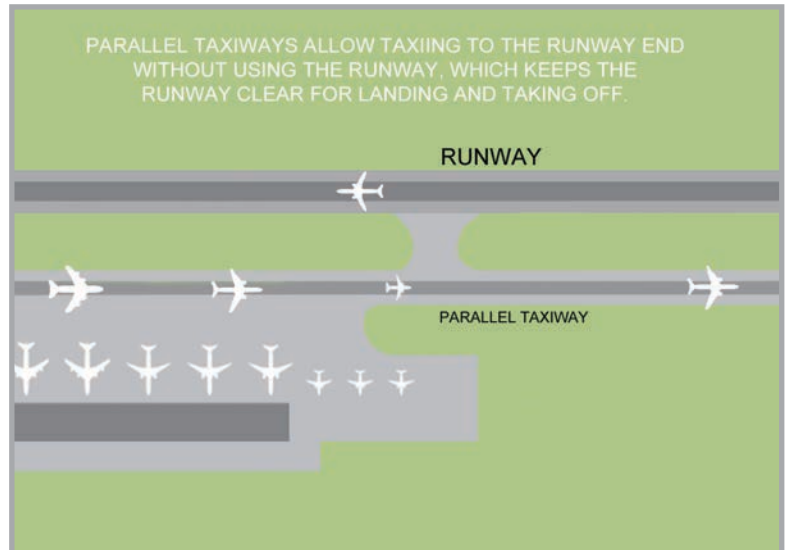


PROJECT CONSIDERATIONS

Turnarounds and taxiways are critical components for the airport. When a parallel taxiway is not available, an aircraft must taxi down the runway to reach the take-off end for departure or to reach the apron after landing. Turnarounds provide a space large enough for aircraft to turnaround or hold. Taxiways provide access to and from the runway and apron. Parallel taxiways are constructed in part for safety purposes.

Our team is well versed in pavement construction, ALP planning, and the FAA requirements to properly design turnarounds and parallel taxiways. Design standards include:

- ➔ Runway centerline to parallel taxiway centerline separation and parallel taxiway centerline to fixed or moveable object separation.
- ➔ Parallel taxiway grading requirements necessary to clear the runway's protective airspace.
- ➔ Aircraft maneuvering and turning radius requirements.
- ➔ Holding position markings and other taxiway markings and signage.



BENEFITS

Parallel taxiways eliminate the use of runways for taxiing. These allow for increased runway usage, improved instrument approaches, and enhanced safety especially during low visibility conditions.



AS A TEAM, ALL MEMBERS ARE INVOLVED IN EVERY PROJECT. Below is a partial list of airports and the projects we have completed that are comparable to the projects identified in your request for qualifications.

→ Iowa Department of Transportation

- Aviation System Plan
- Pavement evaluation

→ Harlan Municipal Airport

- Apron concrete rehabilitation
- Hangar door rehabilitation
- Runway 15/33 reconstruction
- Airfield lighting improvements
- Parallel taxiway

→ Manchester Municipal Airport

- Apron expansion
- Airfield asphalt pavement rehabilitation

→ Osceola Municipal Airport

- Airfield concrete pavement rehabilitation
- Parallel taxiway (preliminary design)
- Runway end turnarounds (preliminary design)
- Land acquisitions

→ Ottumwa Regional Airport

- Runway 4/22 asphalt rehabilitation
- Runway 13/31 reconstruction & extension
- Apron improvements
- Fuel system improvements
- Corporate hangar

→ Pocahontas Municipal Airport

- Snow Removal Equipment (SRE) acquisition
- Taxilane reconstruction
- Runway 12/30 asphalt rehabilitation
- Airfield lighting improvements

→ Corning Municipal Airport

- Fuel system improvements

→ Brenner Field/Falls City Municipal Airport

- SRE building
- Hangar rehabilitation
- Runway 15/33 concrete rehabilitation widening, lighting, NavAids, & beacon
- Fuel system improvements
- Perimeter fencing
- Apron and taxiway concrete rehabilitation
- Parallel taxiway

→ Broken Bow Municipal Airport

- T-hangar expansion
- Runway 14/32 concrete overlay & taxiway realignment
- Runway end turnaround

→ Osage City Municipal Airport

- Airfield lighting improvements
- Runway 17/35 asphalt rehabilitation
- Concrete airport access road
- Taxilane reconstruction
- New Runway 18/36 preliminary design

→ Hastings Municipal Airport

- 6-place T-hangar & hangar rehabilitation
- Runway 14/32 concrete pavement rehabilitation
- Runway 04/22 concrete pavement rehabilitation and PAPIs
- Terminal area lighting and new beacon with tip down tower.

→ Additional SRE Acquisition at: Kearney (EAR), Grand Island (GRI)

→ Additional airfield lighting projects at: Kearney (EAR), Lyons (LYO), Ness City (48K)

The past success on our projects is primarily due to the qualifications and expertise of the people on our team. Kirkham Michael’s investment and commitment to providing services to municipal airports is evident through our dedication to employ a specialized aviation team. Our aviation team has solid working relationships within these organizations and continuously works at staying abreast of the current changes in the state and federal regulations. Following is a brief synopsis of our key team members, the role they will have working on your projects, and their qualifications.



**ERIC JOHNSON, V.P.
AVIATION TEAM LEADER**

As Kirkham Michael's company-wide Aviation Team Leader, Eric is an aviation expert with nearly 40 years of experience in the planning, design, and construction of primary and general aviation airports in accordance with the FAA requirements. His role as a leader includes business development, agency coordination, and public outreach.

He has worked with numerous airport clients to help achieve their airport's goals in a cost-effective manner. Eric also consults with airport clients to determine funding eligibility and justification for airport development items for federal and state grants.

EDUCATION:

FAA Airport Planning, FAA Academy, 1999

B.S., Business Administration (minor in Engineering Technology) - Bellevue University, 1992

A.A.S., Civil Engineering Technology - Southeast Community College, 1980

PROFESSIONAL EXPERIENCE:

Kirkham Michael, 2000
Other Firms, 19 Years

LICENSED PILOT



**ROB GARBER, P.E.
SR. AVIATION ENGINEER**

Rob has 30 years of aviation engineering experience. He is a dedicated project manager who has developed strong relationships with the FAA, state and federal agencies, contractors, and numerous clients.

He provides leadership for the aviation team in airport design and construction, development of criteria for airport expansion and adjacent land use, forecasting, and improving operational safety.

He proudly served in the U.S. Coast Guard as an electronics technician and received several awards that include the NASA Letter of Appreciation, Meritorious Unit Commendation, and the Coast Guard Sea Service Ribbon.

EDUCATION:

FAA Airport Planning, FAA Academy, 2001

B.S., Civil Engineering - Iowa State University, 1992

REGISTRATIONS:

Professional Engineer - IA; NE; KS

PROFESSIONAL EXPERIENCE:

Kirkham Michael, 2015
Other Firms, 23 Years



**CORY GASTON
AVIATION ENGINEER**

Cory has over seven years of engineering experience, most recently as the county engineer for Mills County, Iowa. While there, he produced the first in-house design project for the county in 12 years. He is familiar with funding acquisition, grant writing, planning, design through construction observation/administration, and project closeout. Cory is detailed-oriented and possesses strong analytical and problem-solving skills. He also has effective public relation skills and performs under pressure while meeting critical deadlines.

EDUCATION:

B.S., Civil Engineering - University of Nebraska, Lincoln, 2013

REGISTRATIONS:

Professional Engineer - IA

PROFESSIONAL EXPERIENCE:

Kirkham Michael, 2021
Other Firms, 7 Years



MIKE OLSON, P.E.
SR. AVIATION ENGINEER - QA/QC

Mike has 34 years of experience and is currently President of Kirkham Michael. Mike ensures company resources are made available so that projects are completed on time, within budget, and with technical precision and quality. He also makes certain that our clients' needs are understood and that requests are responded to in a timely manner. Mike utilizes the resources and experience company-wide to make certain our clients' projects are a success.

EDUCATION:

B.S., Civil Engineering – Iowa State University, 1991

REGISTRATIONS:

Professional Engineer – NE; IA; KS

PROFESSIONAL EXPERIENCE:

Kirkham Michael, since 1991
Other firms, 8 years

LICENSED PILOT



JENNIFER OLSON
AIRSPACE SPECIALIST

Jennifer recently joined the Aviation Team as our airspace specialist. She has extensive experience working with the FAA on planning feasibility and airspace studies on and off airport property. She also brings over 20 years of GIS and civil drafting/design experience to our team and assists with project design and construction plan production. With her detailed-oriented, strong analytical and problem-solving skills, she assists clients with the planning of their airport projects.

EDUCATION:

FAA Airport Planning – FAA Academy, 2020

B.S., Geography – Northwest Missouri State University, 1993

PROFESSIONAL EXPERIENCE:

Kirkham Michael, since 2016
Other firms, 16 years



SUSAN BEAUCHAMP
PROJECT COORDINATOR

Susan is our airport project coordinator. She ensures our team and resources are used efficiently and appropriately while monitoring schedules. Susan's administrative experience includes document management, issuing payment estimates, and construction administration. She ensures Davis Bacon requirements are met, processes change orders, and completes FAA required weekly reports during construction.

EDUCATION:

FAA Airport Planning – FAA Academy, 2020

B.S., Business Administration - University of Nebraska, Lincoln, 1988

PROFESSIONAL EXPERIENCE:

Kirkham Michael, 2006
Other Firms, 14 Years



CGA was built on solid engineering and surveying principles over 60 years ago. Although we have great respect for tradition, we have stood the test of time by our ability to not only adapt to ever-changing project management models, communication methods, design platforms, and construction methods, but to lead the industry in technology advances while tapping into the tried and true. We strive to serve you and your community in the best way possible and look forward to delivering a final product that you will be proud of.

CGA has been involved in aviation engineering for over 50 years and has served as airport consultants to over 40 of Iowa's general aviation facilities. Our proven expertise in the planning, design, and construction of all types of airport facilities has awarded us repeat aviation contracts.



GARRETT JACOBS, E.I.
PROJECT ENGINEER

Garrett has two years experience in civil/aviation engineering. He will assist with the design and plan preparation, as well as construction administration of your airport improvement projects. His relevant experience includes:

- Decorah Municipal Airport entrance road
- Marshalltown Municipal Airport hangar, terminal, and site improvements
- Creston Municipal Airport Runway 16/34 reconstruction
- Newton Municipal Airport parallel taxiway reconstruction
- Vinton Veterans Memorial Airpark Runway 9/27 rehabilitation

EDUCATION:
B.S., Civil Engineering – Iowa State University, 2019

REGISTRATIONS:
Engineering Intern – IA

PROFESSIONAL EXPERIENCE:
CGA, 2019



JOSH DANK
PROJECT COORDINATOR

Josh has seven years experience in design and construction management of aviation projects. His work entails grant and contract administration, Construction Management Program (CMP) requirements, documentation, and scheduling. His relevant experience includes:

- Grinnell Municipal Airport runway rehabilitation and fueling improvements
- Northeast Iowa Regional Airport (Charles City) partial parallel taxiway reconstruction
- Forest City Municipal Airport ramp lighting
- Decorah Municipal Airport reconstruct parallel taxiway

EDUCATION:
B.S., Industrial Technology Management with a Building Construction Management Emphasis (minor in Business Administration) – University of Wisconsin, Platteville, 2017

REGISTRATIONS:
N/A

PROFESSIONAL EXPERIENCE:
CGA, 2020
Other Firms, 6 Years





Keeping a dedicated team, we are able to devote airport planners, designers, engineers, administration, and construction staff solely to this discipline, keeping this team on top of current FAA design and construction standards.

To enhance our team’s knowledge with FAA planning standards, *the Kirkham Michael aviation team has completed FAA Airport Planning/Design Criteria (Course 06401)* through the FAA Academy in Oklahoma City. This program provides education from A to Z in airport planning and design. *We continually participate in FAA and state conferences and seminars* to help better the industry and educate our staff on any updated FAA AIP planning regulations for airport design and construction standards.

Our knowledge of FAA and IaDOT policies and procedures extends to all aspects from planning to project closeout.

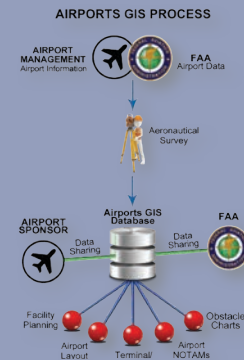


KEY COMPONENTS OF THE FAA AIRPORT PROGRAM AND GUIDANCE

- ➔ Airport Environmental Program
 - Categorical exclusions
 - Noise compatibility planning
 - Compatible land use
 - Solar glare hazard analysis
- ➔ Airport Safety
 - Foreign Object Debris program
 - Reducing runway incursions
 - Wildlife hazard mitigation
 - Safety during construction
 - Obstruction identification and mitigation
- ➔ Engineering, Design, and Construction Standards
 - AGIS program/aeronautical surveys
 - Pavement design and construction
 - Airport lighting/navigational aids
 - Obstruction evaluation/airport airspace analysis
 - Open or close an airport or runway
 - Accessible facilities
 - Runway, taxiway, and apron requirements
 - Modifications of standards
 - Instrument approach development
 - DBE program
- ➔ Planning and Capacity
 - Local airspace zoning
 - ALPs/master plans
 - Land acquisition
- ➔ Funding Assistance
 - Airport Improvement Program (AIP)
 - Funding plans
 - Grant applications/payments

Airports-GIS (AGIS)

The Next Generation Air Transportation System (NextGen) is a comprehensive, ongoing transformation of the U.S. Nation Airspace System (NAS). It will meet future demands while improving safety and reducing aviation’s environmental impact. The FAA collects airport and aeronautical GIS data to develop satellite-based approach procedures, electronic airport obstruction charts, and electronic ALPs.



Prior to the runway project at Lyons-Rice County Municipal Airport and during the ALP Update at Broken Bow Municipal Airport, Kirkham Michael recommended incorporating GIS to allow for future improvements at these airports. Ultimately, AGIS was approved by the FAA and has provided many benefits including improvements to the instrument approach systems.





Kirkham Michael has a well-documented history of maintaining tight control of project schedules and budgets. Our team has developed a successful approach to working with airport managers, board members, and community members to plan and design the most cost-effective solutions to fit their airport facilities' needs and budgets.

Cost control procedures are an essential aspect of every airport project at Kirkham Michael. We have established the following steps and procedures for this purpose:

- **Records are compiled** and maintained on previous projects that indicate contractor's bids and itemized costs. These records are available for use by our designers and estimators.
- **Obtain cost estimates** from contractors engaged in airport construction projects. The project manager checks all cost estimates for completeness and accuracy.

A significant part of our success is meeting and even exceeding schedules and budgets.



- Our team **maintains a list of contractors** and distributes notices to numerous prospective bidders on each project.
- We strive to **minimize change orders and reduce unnecessary client expenditures** throughout the construction period through attention to detail and excellent communication with the airport sponsor and the contractor.

- Contractor's **payment requests are monitored** carefully, ensuring that the contractors have completed the work, furnished the materials, and that all stored items are on site before payment is issued.

- Per the contract documents, **bonds and insurance certificates are required** and maintained throughout the contract period.

A summary of demonstrated project delivery of schedules and final project budgets is provided below.

SUMMARY OF DEMONSTRATED PROJECT DELIVERY OF SCHEDULES AND FINAL PROJECT BUDGETS

AIRPORT PROJECTS	MEETING OR EXCEEDING DESIGN SCHEDULES	FINAL PROJECT COSTS
Ottumwa Regional Airport Runway 13/31 improvements	5 days early	\$2,000,000 under original budget
Ottumwa Regional Airport Apron improvements phases 1-3	5 days early	On budget
Manchester Municipal Airport Apron expansion	3 days early	On budget
Manchester Municipal Airport Slurry seal	2 days early	\$3,000 under original budget
Pocahontas Municipal Airport Runway overlay rehabilitation	5 days early	On budget
Pocahontas Municipal Airport Snow removal equipment	On time	On budget
Pocahontas Municipal Airport Runway lighting improvements	3 days early	On budget
Harlan Municipal Airport Runway and taxiway concrete overlay	2 days early	On budget
Harlan Municipal Airport Lighting improvements	2 days early	\$4,000 under budget
Osceola Municipal Airport CE and wetland determination	4 days early	On budget
Osceola Municipal Airport Land acquisition	6 days early	On budget
Broken Bow Municipal Airport Keith Glaze Field Runway reconstruction	40 days early	\$100,000 under budget





CAPABILITY TO PERFORM ALL ASPECTS OF THE PROJECT

Item 13.

Our 75 years of knowledge of the FAA and IaDOT Bureau of Aviation policies and procedures extends through all aspects of the project, from the initial planning stage to project and grant closeout. Our staff has successfully assisted numerous airport sponsors with all steps of the project process, including but not limited to the following:

- Sponsor certifications
- Airport Capital Improvement Plan (ACIP) development
- Benefit/cost analysis
- Disadvantaged Business Enterprise (DBE) program
- Aeronautical survey/Airports-GIS
- FAA 7460 coordination (airspace)
- Instrument approach development
- Environmental reviews
- Project development (engineering and design)
- Project plans and specifications
- Project bidding
- Construction administration and observation
- Grant/project closeout

Kirkham Michael has 75 years of airport planning, design, and construction experience. By keeping a dedicated aviation team, we devote airport planners, designers/engineers, and construction staff solely to this discipline while keeping this team on top of current FAA standards.

Projects may require a DBE goal under federal requirements. Our team will make a good faith effort towards meeting any DBE goal.

Our construction observation service includes:

- On-site observation (inspection) during construction
- Material testing
- Construction safety reporting
- Weekly and daily reports
- DBE monitoring
- Shop drawing review
- Monitoring of the Davis Bacon wage requirements

Our staff has the **required training, accreditations, certifications, and experience** to be certified FAA construction observers. This includes material testing for concrete and asphalt paving, earthwork, and base course placement. We place **construction observers on-site full-time during construction** activities to confirm projects are being constructed to FAA, state, and locally approved plans and specifications. These practices provide a cost-effective solution for controlling budgets and expenses.

PARTIAL SUMMARY OF AIRPORT PROJECTS

	Planning/ACIP	Design	Construction	Environmental	Land Acquisition	ALP	AGIS	Runway	Taxiway	Taxilane	Apron	Lighting/NavAids	AWOS/ASOS	Hangar Rehab	Hangar	SRE Building	SRE (Equipment)	Fuel System/SRCC	Access Roads	Marking	Pavement Eval.	Slurry/Asphalt	Concrete Rehab	Concrete
Corning	•	•	•															•						
Cresco	•			•		•																		
Harlan	•	•	•	•	•	•	•	•	•	•	•	•		•						•	•		•	•
Manchester	•	•	•	•	•	•		•	•		•									•	•	•		•
Osceola	•	•		•	•			•	•		•									•	•		•	•
Ottumwa	•	•	•			•	•	•	•		•	•			•			•		•	•	•	•	•
Pocahontas	•	•	•		•			•	•	•	•	•					•			•	•	•	•	•
Albion	•	•	•			•		•	•	•	•				•					•	•		•	•
Broken Bow	•	•	•	•	•	•	•	•	•		•			•	•					•	•		•	•
David City	•	•	•	•				•	•	•	•				•			•		•	•	•	•	•
Falls City	•	•	•	•	•	•		•	•	•	•				•		•	•	•	•	•		•	•
Hastings	•	•	•	•	•	•		•	•		•	•	•	•	•					•	•		•	•
Hebron	•	•	•	•	•	•		•	•	•	•	•	•	•	•					•	•		•	•
Superior	•	•	•	•	•	•		•	•	•	•	•			•			•		•	•		•	•
Hugoton	•	•	•	•	•	•	•	•	•	•	•	•					•			•	•	•		•
Lyons	•	•	•	•	•	•	•	•	•		•	•	•		•					•	•	•		•
Ness City	•	•	•	•	•	•	•	•	•		•	•	•		•					•	•	•		•
Phoenix	•	•										•									•	•		



Our quality planning and design has been recognized throughout the Midwest. Since 1946, our aviation team has had great success with numerous FAA-funded airport projects throughout the FAA Central Region. This includes all types of airport projects that give us the knowledge to produce quality plans for a variety of airport projects. Our airport engineers have conducted extensive pavement evaluation and life-cycle cost analyses for projects in Nebraska, Iowa, and Kansas that have received state and national award recognition. This includes the States of Kansas and Nebraska for Best Airport Planning, Design, and Constructed Projects. Examples of award-winning airport projects for new concrete construction, concrete overlay, and other concrete pavement rehabilitation include:

CONCRETE DESIGN & PAVING STATE & NATIONAL AWARDS

- ✈ Runway 15/33 Extension and Concrete Overlay | Albion Municipal Airport, Nebraska *“First Whitetopping Project in the State”* | [State and National Awards](#)
- ✈ Runway 13/31 Reconstruction | Ottumwa Regional Airport *“Special Recognition For Design And Workmanship”*
- ✈ Runway 15/33 Concrete Overlay | Harlan Municipal Airport
- ✈ Runway 17/35 Construction | Ness City Municipal Airport
- ✈ Runway 17R/35L Rehabilitation | Lyons/Rice County Municipal Airport
- ✈ Runway 14/32 Rehabilitation | Keith Glaze Field | Broken Bow Municipal Airport
- ✈ Runway 16/34 Extension and Widening | Seward Municipal Airport
- ✈ Runway 13/31 Reconstruction and Widening | Searle Field | Ogallala Municipal Airport
- ✈ Runway 14/32 Reconstruction, Extension, and Widening | Superior Municipal Airport
- ✈ Taxiway and Apron Improvements | Larry Reineke Field | Central City Municipal Airport
- ✈ Runway, Taxiway, and Apron Improvements | Brenner Field | Falls City Municipal Airport



**Runway 15/33 Concrete Overlay
Harlan Municipal Airport**



**Runway 13/31 Reconstruction
Ottumwa Regional Airport**



**Parallel Taxiway
Central City Municipal Airport**



**Runway 15/33 Rehabilitation
Albion Municipal Airport**



**Runway 14/32 Rehabilitation
Keith Glaze Field, Broken Bow Municipal Airport**



Our reputation is based on our service to our clients. For 75 years, airports have relied on Kirkham Michael to provide quality, innovative, and cost-effective solutions for their airport improvement projects. Our reputation is based upon our service to our clients and ability to successfully complete projects. We invite you to contact the following references to attest to our professional capabilities and firm reputation.

CONTACT:

Gene Gettys
City Administrator
City of Harlan
712.755.5137
ggettys@cityofharlan.com

HARLAN MUNICIPAL AIRPORT

- ➔ Airport planning, Airport Capital Improvement Plan (ACIP)
- ➔ Grant applications/administration
- ➔ Land acquisition
- ➔ Runway, taxiway, and apron crack repair and joint sealing
- ➔ Parallel taxiway

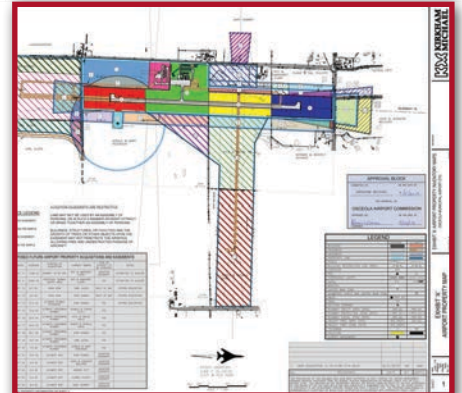


CONTACT:

Ty Wheeler, City Administrator
City of Osceola
115 North Fillmore Street
Osceola, Iowa 50213
641.342.2377
twheeler@osceolaia.net

OSCEOLA MUNICIPAL AIRPORT

- ➔ Airport planning, Airport Capital Improvement Plan (ACIP)
- ➔ Grant application/administration services
- ➔ Land acquisition
- ➔ Environmental Assessment (EA)
- ➔ Runway, taxiway, and apron crack repair and joint sealing



CONTACT:

Jeff Sisson
North Cedar Aviation
Authority Chairman
City of Charles City
641-228-3553
theiowaregionalairport@yahoo.com

NORTHEAST IOWA REGIONAL AIRPORT – CGA and KM Client

- ➔ Taxiway reconstruction
- ➔ Replace beacon
- ➔ Ramp security lighting
- ➔ Apron reconstruction
- ➔ Construct hangar



CONTACT:

Tim Vick
City Manager
Manchester Municipal Airport
563.927.3636
tvick@manchester-ia.org

MANCHESTER MUNICIPAL AIRPORT

- ➔ Airport planning, Airport Capital Improvement Plan (ACIP)
- ➔ Grant applications/administration
- ➔ Land acquisition
- ➔ Runway, taxiway, and apron crack repair and joint sealing
- ➔ Apron expansion



Read what our clients say about us...

Item 13.

To be proactive with identifying any complications, we annually questionnaires to clients and ask them to “evaluate” our engineering work and ask about our customer service. We ask them to “grade” our work. Some of their comments are listed below.

“Kirkham Michael is on top of all FAA regulations.”

**-Brad Ahern
Airport Manager
Falls City Municipal Airport**

“These folks have been super good to work with and are the driving force behind us being able to completely rebuild KPOH, using federal and state dollars over several years. Nearly every aspect of the project has been replaced before any serious safety issues arose.”

**- Mr. Gary McCartan,
Airport Commission Chairman
Pocahontas Municipal Airport.**

“An ‘A’ easily, if I’m out in the business world, Kirkham Michael is the one I promote. We get great customer service.

Kirkham Michael goes the extra mile, more so than I see from other firms. We always get a quality product from Kirkham Michael.”

**- Gary Jorn
City Administrator
Falls City Municipal Airport**

Kirkham Michael’s aviation team has always been clearly focused on the vision and success of our projects and have a thorough understanding of the aviation process required to develop these projects

**- Taylor Matteson,
Former Manchester Municipal
Airport Manager.**

“They did a great job on the runway expansion and overlay project.”

**- Ralph Goodnight,
Community Development Director
Kearny County Airport**

“CGA’s professional style of communication has been and continues to be the key to completing projects on time and on budget.”

- Jeff Sisson, North Cedar Aviation Authority Chairman

The Kirkham Michael aviation experts give outstanding attention to detail and address the needs of our clients through the years, clients have given us an “A” rating in service and personal attention to their airports.

KIRKHAM MICHAEL Office Locations:

OMAHA OFFICE

12700 West Dodge Road
Omaha, Nebraska 68154
402.393.5630

LINCOLN OFFICE

5621 NW 1st Street, Ste. 400
Lincoln, Nebraska 68521
402.477.4240

YORK OFFICE

611 North Lincoln Avenue
York, Nebraska 68467
402.362.7117

URBANDALE OFFICE

4390 114th Street
Urbandale, Iowa 50322
515.270.0848

ELLSWORTH OFFICE

217 North Douglas
Ellsworth, Kansas 67439
785.472.3163

CHENEY OFFICE

217 North Main Street
Cheney, Kansas 67025
785.472.8785

GARDEN CITY OFFICE

224 East Fulton Terrace
Garden City, Kansas 67846
620.266.3111

HAYS OFFICE

Hadley Center
205 East 7th Street, Suite 323
Hays, Kansas 67601
785.472.9904

Criteria	Points	Staff 1	Staff 2	Staff 3	Kirkahm Total	Staff 1	Staff 2	Staff 3	Aecom Total
Capability to perform all aspects of projects	30	30	30	30		30	30	30	
Reputation – time in aviation engineering business	20	20	20	20		20	20	20	
Ability to meet schedules within budget	20	20	19	20		18	17	18	
Quality of previous airport projects undertaken	25	25	25	18		25	25	18	
Familiarity with Sponsor and project location	25	20	10	10		25	25	25	
Understanding of the OLZ airport	20	15	10	10		20	20	20	
Approach to proposed projects	30	30	30	25		30	30	25	
Recent experience in Airport projects comparable to the proposed projects and experience with the FAA	15	15	15	15		15	15	15	
Evidence that the consultant has experience in DBE Plans, requirements, goals, and methodologies associated with Federal Grants	15	15	15	15		15	15	15	
Total Possible	200	190	174	163	Avg 176	198	197	186	Avg 194

Resolution No. _____

Resolution Authorizing an Executive Agreement with AECOM for Engineering and Design Services for Oelwein Municipal Airport (OLZ) in association with the Airport Improvement Program

WHEREAS, Federal law requires the City of Oelwein Municipal Airport’s runways, taxiways, lighting, and other safety-related airfield infrastructure be maintained. Staff issued a Request for Qualifications for Professional Airport Engineering Services to identify an airport consultant for civil engineering design and planning services to support this work.; and

WHEREAS, Pursuant to Federal Aviation Administration (FAA) consultant selection guidelines, based on the firm’s overall experience and customer satisfaction record, quality of personnel, and ability to attentively respond to the City’s needs, City staff recommends AECOM, as the consultant to provide engineering services for the Airport.; and

WHEREAS, City Staff recommends approval of an agreement with AECOM for a five-year term ; and

WHEREAS, the City of Oelwein conducted a process where no city employee was identified that could benefit from this agreement; and

WHEREAS, the city rated each proposal and interviewed the prospective engineer firms. This information was provided to council; and

WHEREAS, the city submitted the RFQ to several firms; and

WHEREAS, the city worked to follow all procurement guidelines set by the federal government; and

WHEREAS, should any firm wish to protest the selection process they must contact Oelwein City Hall;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Oelwein, Iowa, does hereby approve a five-year agreement for airport engineering services with AECOM.

Passed and approved this _____ day of _____, 2021.

Mayor Brett DeVore

Attest:

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

	AYES	NAYS	ABSENT	ABSTAIN
Weber				
Stewart				
Cantrell				
Fisk				
Seeders				
Payne				



To: Oelwein Mayor and City Council

From: Dylan Mulfinger

Subject: Fire Department Transition

Date: 11/22/2021

The City has used an outside consultant to observe what is needed to ensure the community has superior fire coverage from the Fire Department along with other public safety needs. After reviewing the report, I believe it is essential we implement the following:

- Eliminate the career fire fighter position
 - This is no longer providing the needed benefit for the city and does not fit in with the future of the department. Oelwein can and should try for an all-volunteer department. The funding from this cut can go into operations of the department and be dispersed back into the general fund.
 - Start November 2021
- Create a Chief of Public Safety
 - The City should use Police Chief Jeremy Logan for one to three years to transition the volunteers through the improvements spelled out by the consultant. This will ensure that a full-time employee is continually working on the improvement of the department. The city will need to make changes to the City code as staff work into anew setup. The city will evaluate this position annually.
 - Start December 1
- Restructure the Volunteers
 - Volunteers are employees of the city and the city has the ability to restructure the organization as long as they serve the city. The Public Safety Chief will determine what leadership stays in place and what should be changed. Specific roles will be divided among captains with accountability being the top priority.
 - December 2021
- Standard Operating Procedures
 - Gather samples from other cities and work toward a standard operating procedure that all volunteers are in favor of adopting. Bring them to council for adoption.
 - December 2021 to March 2022
- Training
 - Create a training plan for 2022
 - Research training modules that provide and track training of volunteers.
 - December 2022
- Recruitment Campaign
 - Work with volunteers on needs
 - March 2022



Mitel MiCloud Connect Service Order

Prepared for Oelwein Police Department

October 12, 2021

Prepared by:
Joshua Palmer
Mitel
| Joshua.Palmer@mitel.com

Quote# 14451044

This Service Order contains Mitel confidential information, is intended for use only by the parties named herein and may not be disclosed, distributed or reproduced



For more than 45 years, Mitel has been trusted by businesses around the world to help them navigate the communications and technology challenges they face in a rapidly evolving marketplace. Our broad, built-in-house portfolio gives you the power to choose the solution right for you and the flexibility to consume it at a pace that fits your unique business needs.

MiCloud Connect Benefits

All-in-one, seamless communications

MiCloud Connect delivers a complete communications and collaboration solution with Mitel-built telephony, collaboration, contact center and IP phones so you can communicate seamlessly from a single provider.

Intuitive user experience

Spend less time figuring out how to make the software work and more time being productive. MiCloud Connect's easy-to-use interface streamlines the user experience with integrated features such as cross-launching, single click-to-join buttons and consolidated views.

Robust management portal

The MiCloud Connect Console gives you or your partner real-time tools to manage users, permissions, billing and insights – no telecom experience needed! Plug-and-play provisioning makes it easy to get new locations and users up and running fast.

Reliability you can count on

Deployed out of highly secure, Tier 4 data centers with several layers of redundancy and encryption, so you don't have to worry about a thing. We back our reliability with 99.995% uptime and SLAs with financial penalties if we don't deliver. MiCloud Connect also supports HIPAA and SOC2 compliance for businesses who need to protect sensitive data.

Simple, flexible pricing

What you buy today isn't what you're stuck with tomorrow. MiCloud Connect's flexible service plans give you the power to add functionality, mix and match profiles and upgrade permissions as business needs change.

Help within arm's reach

With Mitel, you can always rest assured knowing you have access to help 24/7. Use our online knowledge base, chat with us or leverage the help button within our service to get your questions answered fast. With years of cloud migration expertise, we'll make your transition effortless and minimize disruption to your business.

Additional Services & Products

IP phones

Our modern, built-in-house IP phones provide a purpose-built, integrated experience and give us full control over functionality and user experience. With the 6900 series phones, you'll get cordless and Bluetooth options, plus our MobileLink functionality so you can talk in ways that you prefer, from anywhere, easily. Choose from three expansive models and a large assortment of accessories to increase mobility, streamline workflows and enhance productivity.

Native integrations and advanced apps

MiCloud Connect offers a wide-variety of native integrations so users can work in the systems they prefer, stay proactive and deliver positive customer experiences. Our native solutions with leading third-party providers minimize professional services and get you up and running fast. Choose the right one for your specific users so they can work from the systems they already do such as CRMs, ERPs, calendars, web dialers and more.

Enhance your customer experience

Engage with your customers when and how they want to communicate with phone, email, chat, SMS and social media capabilities. Whether you're looking for an integrated contact center or the flexibility of an over-the-top solution, we have you covered.



90-Day Customer Satisfaction Guarantee

We know the significance communications plays to your business success, which is why we offer a 90-day guarantee to ensure you are happy with your new communications and collaboration solution. See terms and conditions for complete details.

Trusted by Leading Companies & Analysts



Western Mutual
Insurance Group



FROST & SULLIVAN



MiCloud Connect Service Plans

Features	Essentials	Premier	Elite
Direct Dial (DID) Phone Number	✓	✓	✓
Minutes Per Month (domestic outbound)	Unlimited	Unlimited	Unlimited
PBX Features (different for each plan)	✓	✓	✓
Admin Portal	✓	✓	✓
Desktop Client *features provided by this app	✓	✓	✓
Voicemail / Voicemail-to-Email*	✓	✓	✓
Audio Conferencing*	8 Party	25 Party	100 Party
Web Conferencing / Desktop Sharing*	4 Party	25 Party	100 Party
Video Conferencing*†	100 Party	100 Party	100 Party
Instant Messaging (IM)*	✓	✓	✓
Presence / Availability State*	✓	✓	✓
Peer-to-Peer Video Calling*	✓	✓	✓
Softphone*	✓	✓	✓
Outlook® & G Suite Integration	✓	✓	✓
Find Me Call Routing / Mobile Extension*	✓	✓	✓
Mitel Teamwork / Business SMS	✓	✓	✓
Web Dialer	✓	✓	✓
Connect for Mobile (Android & iOS)	✓	✓	✓
Voicemail-to-Email Transcription	\$	✓	✓
Salesforce® & Other CRM Integrations	\$	✓	✓
¹ On-Demand Call Recording	n/a	✓	✓
Operator*	n/a	n/a	✓
¹ Always-On Call Recording	\$	\$	✓
² Archiving (7 years for IMs, audio/web conferences & call recordings)	\$	\$	✓
³ Email-to-Fax	\$	\$	\$
³ MiCloud Connect Contact Center	\$	\$	\$

† Designates total number of participants on MiTeam Meetings, maximum number of on-screen video participants is 16

¹ On-Demand and Always-On Call Recording cannot co-exist for the same user (must select one)

² For users without Archiving feature, Mitel provides access to instant messages for 18 months, audio and web conference recordings for 3 months and call recordings for 1 year

³ MiCloud Connect Contact Center is purchased separately. MiCloud Connect Fax is also purchased separately per fax number and is not dependent on any type of profile



Powering connections

Service Order

Customer: Oelwein Police Department

Install Sites

1. 20 2ND AVE SW, #200, OELWEIN, IA, 50662-2247, USA

Date: October 12, 2021

Initial Service Term
(or Service Renewal
Term, as applicable): 36 months

Total Profiles 62

(Entitlements):

Total Agents:

20 2ND AVE SW, #200, OELWEIN, IA, 50662-2247, USA

20 2ND AVE SW, #200, OELWEIN, IA, 50662-2247, USA						
Service Monthly Commitment						
	Regular Price	Qty	Extended Regular Price	Discounted Price Per Unit	Discount	Total
Mitel Services						
Profiles						
MiCloud Connect Essentials Profile	\$29.99	62	\$1,859.38	\$18.00	\$743.38	\$1,116.00
MiCloud Connect Premier Profile	\$37.99	0	\$0.00	\$23.00		\$0.00
MiCloud Connect Elite Profile	\$54.99	0	\$0.00	\$28.00		\$0.00
Hardware						
6940 IP Phone Rental	\$11.00	0	\$0.00	\$5.00		\$0.00
6930 IP Phone Rental	\$8.00	10	\$80.00	\$2.00	\$60.00	\$20.00
Integrated DECT Headset (NA)	\$6.00	10	\$60.00	\$3.60	\$24.00	\$36.00
Rental						
6920 IP Phone Rental Promo	\$6.00	45	\$270.00	\$0.00	\$270.00	\$0.00
Implementation Services						
Service Monthly Commitment Total:						\$1,172.00

One-Time Charges						
	Regular Price	Qty	Extended Regular Price	Discounted Price Per Unit	Discount	Total
Mitel Services						
Profiles						
Hardware						
Grandstream HT813	\$120.00	7	\$840.00	\$84.00	\$252.00	\$588.00
Implementation Services						
JumpStart	\$50.00	62	\$3,100.00	\$0.00	\$3,100.00	\$0.00
One-Time Total						\$588.00

Business Terms and Conditions (“Business Terms”):

1. This Service Order is Mitel Confidential Information and is valid for acceptance by Customer for thirty (30) days from the date issued.
2. All products and services described in this Service Order are subject to the Global Terms of Service (“GTOS”) detailed at [Global Terms of Service](#) and incorporated herein by reference. Execution of this Service Order by Customer shall constitute Customer's acceptance of such GTOS and notice to Mitel to proceed as described in this Service Order.

Activation and Customer Responsibilities

3. Customer is required to provision all Entitlements listed on this Service Order within 60 days of your execution of this Service Order (“Service Commitment Date”). Customer acknowledges and agrees that any Entitlements not provisioned by Customer on or before the Service Commitment Date: (i) may be automatically provisioned by Mitel as of the Service Commitment Date and billing will commence as described in the GTOS; and (ii) Entitlements provisioned after the Service Commitment Date will incur the one-time Implementation Fee described in these Business Terms.
4. Customer may terminate all or a portion of its Entitlements for convenience prior to the Service Activation Date for the Initial Service Term provided that: (i) Customer gives Mitel written notice and, (ii) where the Entitlement(s) being terminated include(s) one or more Profiles*, Customer pays Mitel a Cancellation Fee within thirty (30) days of the effective date of such termination.

The Cancellation Fee shall be equal to \$150.00USD per Profile terminated and, if requested by Mitel, the dollar value of any promotional credit awarded to Customer by Mitel, as set forth in the Service Order, plus all applicable taxes.

Customer agrees that the Cancellation Fee is a reasonable estimate of anticipated actual damages and not a penalty. Following the Service Activation Date, the Cancellation Fee shall no longer be available to Customer and all fees, as described in the GTOS, shall apply.

* For the purpose of this Section, “Profile(s)” means the profile required for a User to access and use MiCloud Connect Cloud Services.

5. Customer has ninety (90) days from the Service Activation Date to use and evaluate the MiCloud Connect Cloud Services for performance in accordance with Mitel's published specifications and the SLA (“Evaluation Period”). After using the Cloud Service for at least forty-five (45) days during the Evaluation Period, if the Cloud Services do not meet Mitel's published specifications or perform in accordance with the SLA, Customer has the option to provide notice of termination of the Service Order prior to the end of the Evaluation Period, identifying the specific non-compliance with the specifications or SLA. Following Customer's notice, Mitel has thirty (30) days to remedy the non-compliance with the specifications or SLA (the “Remedy Period”). If Mitel is able to remedy the reason for termination within the Remedy Period, this Service Order shall continue in accordance with its terms.

If Mitel is unable to remedy the reason for termination within the Remedy Period, then Customer shall have five (5) days following the Remedy Period to terminate the Service Order upon written notice to Mitel, in which event, (a) the early termination charges set out in Section 7.7 (Termination by Customer for Convenience) of the Global Terms of Service shall not apply; and (b) Customer acknowledges that Customer shall:

(i) be responsible for the Service Fees for the Cloud Services and all committed third party costs incurred up until the effective date of termination; and

(ii) to the extent applicable, within seven (7) days of the effective date of termination, return to Mitel, in good working condition, and damage free except for ordinary wear and tear, (A) all rental Hardware in Customer's possession. Mitel will invoice Customer for any unreturned rental Hardware; and (B) any purchased Hardware for which Mitel will issue a refund for amounts paid by Customer for such purchased Hardware upon receipt of such. Customer is responsible for all packing and shipping charges for returned Hardware.

In the event of a dispute as to whether the reason for termination has been remedied by Mitel pursuant to this section, Mitel's reasonable sole discretion shall govern.

In the event Mitel does not receive notice of termination from Customer prior to the end of the Evaluation Period or within five (5) days of the Remedy Period, Mitel will continue to provision the Cloud Services as contemplated in the Service Order. For clarity, during the Evaluation Period and the Remedy Period, all other terms of this Service Order apply.

Initial Order for Cloud Services and Entitlements

6. If this is Customer's initial order for Cloud Services or Entitlements, this Service Order determines the minimum Cloud Services and Entitlements for which Customer is contracting during the Service Term. During the Service Term, Customer shall not decrease Cloud Services or Entitlements below the quantity contracted in this Service Order. In the event Customer decreases Cloud Services or Entitlements during the Service Term below the minimum set by this Service Order, Customer shall be subject to Early Termination Fees as described in Section 7.7 of the GTOS.

Increases, Decreases and Changes to Cloud Services and Entitlements Following Initial Order

7. As per section 7.3 of the GTOS, Customer shall be entitled to increase the Cloud Services and Entitlements at Mitel's list price, or as otherwise accepted by Customer in the online self-provisioning portal at the time such Cloud Services and Entitlements are added. A one-time implementation fee of \$50.00 will be assessed per Entitlement added.
8. If Customer adds Cloud Services or Entitlements through any means other than self-provisioning, such as through a new service order or a change order, then those additions shall be added to Customer's total number of Cloud Services and Entitlements to set the new minimum Cloud Services and Entitlements for which Customer is contracting during the Service Term. However, in the event Customer uses self-provisioning to increase Entitlements and Cloud Services, Customer may decrease those services that Customer self-provisioned, provided they are not decreased below the minimum set in this Service Order. Any Cloud Services and Entitlements in effect at the time of renewal will become the new minimum for which Customer is contracting.
9. If this Service Order adds or changes Customers existing Cloud Services or Entitlements then those added or changed Cloud Services or Entitlements shall be coterminous with the end of Customers then current service term, notwithstanding the Service Term identified on this Service Order.

Charges and Fees

10. Implementation Packages include Local Number Porting (LNP) for the first two (2) invoices for each Site. LNP for each additional invoice is \$250 USD per Site.
11. Customer acknowledges that the Service Fees described in this Service Order do not include, and Customer is responsible for:
 - a. Taxes, Fees, and Surcharges. Any and all applicable taxes, fees and surcharges including, without limitation, those described at: [Taxes, Fees and Surcharges](#)
 - b. Shipping. Shipping costs for Hardware, which shall be invoiced separately.
 - c. Usage. Calls outside contiguous United States and Canada, premium-rate telephone numbers (e.g., Directory assistance calls, 900 numbers, etc.) and toll-free inbound calls are billed on a usage basis.
12. Customer will be invoiced in advance for non-usage-based Service Fees and in arrears at the end of each month for usage-based Service Fees.

General Terms

13. Any capitalized terms not defined herein have the meaning ascribed to them in the GTOS.
14. Provided that Customer executes this Service Order prior to expiration of the offer as described in Section 1 of these Business Terms, Customer shall be entitled to the promotional discount on (i) the 6920 Hardware rentals as described in this Service Order during the Initial Service Term ("Hardware Promotional Pricing"); and (ii) Essentials profiles as described on this Service Order during the Service Term. Customer acknowledges that the Hardware Promotional Pricing will not apply to Add-Ons or Renewal Service Terms. During Renewal Service Terms, or for Add-Ons pursuant to this Service Order, Customer shall be entitled to a discount equal to 39.98% off Mitel list price for 6920 Hardware rentals.

Implementation

For a full description of the Implementation Services included in JumpStart, please reference the [JumpStart Service Description](#).

If printing this document, please reference the following URL address for the hyperlinks provided:

- Global Terms of Service: <https://www.mitel.com/legal/mitel-cloud-services-terms-and-conditions>
- Taxes, Fees and Surcharges: <https://oneview.mitel.com/s/article/Taxes-Fees-and-Surcharges>
- JumpStart Service Description: <https://oneview.mitel.com/s/article/Jump-Start>

Note that Mitel's policy is to have the Service Term automatically renew for an additional term of the same duration as the Initial Service Term or previous renewal, as detailed in Section 7.2 (Renewals) of the GTOS.

Agreed and Accepted

Customer

Authorized Signature*

Date

Name and Title

*I confirm I am authorized to sign on behalf of Customer.

EMERGENCY SERVICES NOTICE

Definitions. Terms not otherwise defined in this notice are as defined in the Global Terms of Service located at: <https://www.mitel.com/legal/mitel-cloud-services-terms-and-conditions>.

Limitations Relative to Enhanced Emergency Services; Cost. Because of the unique nature of VoIP telephone calls, Emergency Services through your Cloud Services will be handled differently than traditional phone service. You acknowledge and agree that the Emergency Services provided hereunder have limitations relative to the enhanced (or similar) emergency services that are available on most traditional telephone services. Subject to the limitations set out herein, Emergency Services can be accessed, free of charge.

Emergency Services Devices and Initiation: Emergency services will only function if your User(s) are using an approved device, equipment or software and after your Service Order has been processed and you have received an emergency service confirmation. If your Users use non-approved equipment or software or attempt to call Emergency Services prior to confirmation, the Emergency Services may fail or may be forwarded to a non-public, backup emergency answering service.

Emergency Services Registration. You acknowledge and agree that it may not be possible for emergency operators and authorities to identify the actual location of a User(s) who dials Emergency Services through the Cloud Services. Where you purchase Entitlements that include our SIP Services, we will register the following as the addresses where your Users will use Cloud Services and to which Emergency Services should be dispatched by default: (i) the address(es) listed on your Service Order, and (ii) if an online portal is made available with the Cloud Services, the address(es) entered in the online portal. It is your responsibility to ensure that such default address(es) are accurate and, if changed, that you notify us of such changes either through our online portal, where available, or by contacting our support organization at least ten (10) days in advance. If emergency addresses registered are not accurate, emergency personnel (e.g. police, fire, ambulance) may be sent to the wrong address. In certain cases, an Emergency Services call may be routed to a telephone emergency dispatch center that may not normally receive Emergency Services calls from the User’s registered location instead of a “traditional” wireline Emergency Services dispatch center. In this case, emergency personnel may not have the User’s registered location and/or phone number on file. Regardless of whether an emergency address has been registered, Users dialing Emergency Services should always be prepared to state their location and phone number promptly and clearly to ensure that emergency operators have complete and accurate information. This is particularly important as in certain circumstances technical limitation may prevent this information from being made available to the dispatch center. If the User’s registered address is different than the User’s actual location, delays in handling of Customer’s emergency call may be introduced and, consequently, result in fire, police or emergency personnel either not being able to find a User(s) location or significantly delay response time. Finally, you may incur additional costs, fines or other penalties, including service provider charges, resulting from improper dispatch of Emergency Services or calls to emergency service dispatchers where you and/or your Users have failed to update us with the User’s correct address.

Emergency service limitations: Emergency Services will not function if (a) a VoIP device fails or is not configured properly, (b) the Cloud Services are not working for any reason including without limitation a power outage, broadband service outage, network congestion, suspension or disconnection of your Cloud Services, broadband connection failure, use of a non-native telephone number, electrical power loss, or your failure to meet our minimum technical service requirements, if applicable, or (c) where your Entitlements do not include our SIP Services, failure or disconnection of third party SIP Services. Following a power outage, you or your Users may need to reset or reconfigure your equipment prior to being able to use the Cloud Services, including dialing Emergency Services. Emergency operators and/or authorities may be unable to identify a User’s phone number in order to call them back if (a) their call is unable to be completed, is dropped or is disconnected, (b) the User is unable to communicate their phone number, or (c) the Cloud Services are not operational for any reason. In such circumstances, and provided the Cloud Services are available, the User should redial Emergency Services. For technical reasons, including network congestion, it is possible that Emergency calls will produce a busy signal or will take longer to connect when compared with traditional emergency calls. When calling Emergency Services Users should not hang up until told to do so by emergency operators as emergency operators and authorities may also be unable to hold the line open in the event the User hangs up. You further acknowledge and agree (and you will cause your Users to do same) that we do not have any control over whether, or the manner in which, emergency calls using the Cloud Services are answered or addressed by any local emergency response center and we rely on third parties to assist us in routing emergency calls to local emergency response centers. Emergency services are available only within the jurisdiction in which the User is registered and the Cloud Services cannot be used to make emergency calls outside of same.

Inform other users: You are responsible for notifying, and you agree to notify, any User or potential Users of your Cloud Services of the nature and limitations of Emergency Services on the Cloud Services as described herein.

Acceptance of Limitations. You acknowledge that you have received the information regarding the limitations of our Emergency Services, understand them, and assume the risks associated with such limitations. Where your Entitlements do not include our SIP Services, you should consult your SIP Services provider to further understand Emergency Service limitations.

Agreed and Accepted

Customer

Authorized Signature*

Date

Name and Title

*I confirm I am authorized to sign on behalf of Customer.

Authorized Contacts for Oelwein Police Department:

Good communication is the foundation of a great relationship. We ask that you tell us about your team so that we may begin our relationship communicating with the correct individuals. Your team may include people inside and outside your organization. Mitel partners often fill these roles for their clients.

There are five roles that must be assigned to one or many individuals on your Mitel account. Each role conveys a specific set of permissions and responsibilities for installing and managing your Mitel service. For more information on the specific roles and the permissions conveyed please visit:

Roles:
<https://oneview.mitel.com/s/article/Account-AuthorizedContacts>

Full Name	Email Address	Role <small>Please enter either DM/Super User, PM, Billing, Technical or Emergency</small>

For Role: Please enter one of DM Super user, PM, Billing, Technical or Emergency (we can make this a drop down in DocuSign) Confirm with Canidium if this is possible in CPQ.

By signing below, I authorize the listed individuals to perform the assigned roles for the indicated locations both current and future and authorize Mitel to contact the listed individuals. I understand as the default Decision Maker I can change or rescind role assignments at any time within my Mitel portal or by contacting Mitel.

Further, I understand that depending on the specific role designed I am granting the assignee access to data within our corporate phone system including, but not limited to, billing data, call detail records, call recordings, as well as authorization to make changes to call routing, configurations and contracted services.

Agreed and Accepted
Customer

Authorized Signature*

Date

Name and Title

*I confirm I am authorized to sign on behalf of Customer.

Oelwein Police Department
 October 12, 2021
 Initial Service Term (or Service Renewal Term, as applicable): 36 months
 Quote#: 14451044

Summary by Services	Monthly	One-time
Circuits		
Profiles	\$1,116.00	
Options		
Implementation Services	\$0.00	\$0.00
Hardware	\$56.00	\$588.00
Third Party Applications		
	\$1,172.00	\$588.00
	Monthly Charges	One-Time Charges

Summary by Location	Monthly	One-time
20 2ND AVE SW, #200, OELWEIN, IA, 50662-2247, USA	\$1,172.00	\$588.00
	\$1,172.00	\$588.00
	Monthly Charges	One-Time Charges

Estimated Charges*	Monthly	One-time
20 2ND AVE SW, #200, OELWEIN, IA, 50662-2247, USA		
Regulatory Recovery Fee	\$ 211.00	\$0.00
	\$211.00	\$0
	Total Monthly Estimated Charges	Total One-Time Estimated Charges

*Estimated charges and fees outlined above are provided for reference purposes only, are estimated based on the information included in this quote and are subject to change without notice. Actual charges and fees will be calculated at the time of invoice. Estimates for shipping and handling are based on standard ground rates using address information included as part of this quote.

Agreed and Accepted Customer

 Authorized Signature*

 Date

 Name and Title

*I confirm I am authorized to sign on behalf of Customer.

CONFIDENTIALITY & COPYRIGHT STATEMENT: This quote tool includes information and pricing that is highly confidential data. The tool, information, and pricing (i) is not intended for distribution except as expressly permitted herein; (ii) is and remains the proprietary property of Mitel Networks Corporation on behalf of itself or its subsidiaries or divisions (collectively "Mitel"); (iii) may not be copied except as may be necessary to fulfill the intended purpose of the tool; and (iv) is the copyright of Mitel and/or its licensor(s), with all rights reserved to the copyright owner. Any breach of confidential data or unauthorized use (of any kind) of the tool, information, or pricing will be considered an infringement of rights and may result in termination of any Mitel agreement.

Customer Responsibilities:

No.	Project Activity	Customer Responsibility
1	Project Staffing & Resourcing	Staff the following roles / resources to support the activation of Mitel services: Executive Sponsor, Project Manager, IT Support
2	Project Kick-Off	Attend the <i>project kick-off</i> meeting hosted by Mitel
3	Business Requirements Document (BRD)	<ol style="list-style-type: none"> 1. Confirm core requirements as described in BRD 2. Identify any material gaps otherwise requirements are deemed confirmed
4	Network Reliability Assessment	<p>Ensure LAN meets / exceeds the minimum standards required to work effectively with Mitel products as defined in the Mitel Network Best Practices Guidance for Mitel MiCloud Connect at the following URL: https://oneview.mitel.com/s/article/Network-Best-Practices-for-Mitel-MiCloud-Connect</p>
5	User Acceptance Testing (UAT)	<ol style="list-style-type: none"> 1. Identify business use cases for UAT 2. Perform testing against use cases to confirm functional map 3. Complete UAT at least 1 week prior to <i>go-live</i> in accordance with the Mitel project plan
6	Phone Number Porting	<ol style="list-style-type: none"> 1. Identify numbers to port and ensure <i>active</i> status with current provider 2. Provide documentation to complete Transfer Request 3. Assist and engage to resolve port delays that require customer involvement with current provider
7	Transition to Support	Complete all relevant Mitel training at least 1 week prior to <i>go-live</i>

Mitel: “Know-Your-Customer” Form

PART 1 – Customer Details

Thank you for your interest in becoming a Mitel customer. The below information will help us to know you better, enhance your customer experience, and meet any “know-your-customer” regulatory requirements we may have in various jurisdictions. Please provide us with the following details:

- Complete Legal Name:
- Business Location:
- Contact Person:
- State or Country of Incorporation:
- Incorporation or Business Identification Number:
- Federal Tax ID:
- General Description of business or activity:

If we provide you with VoIP services, we will also use the information you have provided above to reduce the chance of your calls being wrongly marked as robocalls.

PART 2 – Verification Documents

For verification purposes, please attach any **one** of the following documents when returning this form to us:

- a certificate of incorporation;
- certified articles of incorporation or partnership agreement;
- a record that has to be filed annually under provincial or state securities legislation;
- the most recent version of any other record that confirms the corporation's existence and contains its name and address and the names of its directors, such as a certificate of active corporate status, the corporation's published annual report signed by an audit firm, or a letter or notice of assessment for the corporation from a municipal, provincial, territorial, state or federal government; or
- a government-issued business license.

Note: Mitel reserves the right, either directly or through a third party, to take: (i) reasonable steps to validate any information contained in this form, and (ii) confirm that you are not included in certain databases such as known robocallers or other fraud-related entities. This form, including any information used to validate its contents, will be retained in an appropriately secured storage for the duration of your services and for a reasonable period thereafter. Except as set out above, Mitel will not use or disclose the information contained herein for any other purpose.

I declare that, to the best of my knowledge, all information contained herein is true and accurate.



Agreed and Accepted

Customer

Authorized Signature*

Date

Name and Title

*I confirm I am authorized to sign on behalf of Customer.

Avaya Cloud Office TM By Ringcentral Sales Proposal

Quote Prepared for : City of Oelwein

Prepared By:

Brenda Schares

Phone|Text|Fax

bschares@gflesch.com

(319) 260-4100



Make communications simple and effortless for everyone.

Driving revenue, delighting your customers, ensuring your people are productive. Keeping all the plates spinning is challenging enough without the headaches of poor communications. Avaya Cloud Office can fundamentally enhance

the way your business communicates with customers, partners and across your organization by simplifying the way you call, chat, meet and collaborate.

Avaya Cloud Office places you, and all your users, in control of their communications, and delivers a unified communications experience that's intuitive to use and accessible from a phone, a browser or any mobile device. From a single interface you'll chat with colleagues, make and receive calls, plan and join meetings, collaborate with screen sharing and video and keep your teams on-task with file sharing, task management and virtual team rooms that let everyone share and stay up-to-date.

If all those capabilities sound like a lot to manage, don't worry—we take care of that for you. This public cloud solution from Avaya makes it easy. We keep your solution updated and secure with the latest releases – you don't need to lift a finger. And Avaya Cloud Office's flexibility makes it easy to expand as your business grows – in people or locations.



Bring your Communications into the 21st Century

Voice is no longer the only way, or even the preferred way to stay in touch with customers and colleagues. Instead, chat/Instant Messaging (IM), often begins an interaction that may escalate into an audio, video, or content sharing session. The reality is your employees and customers expect more - they want a seamless and intuitive communications experience that fits into how they work instead of changing the way they work, helping them stay in touch on their device of choice as they move throughout their day.

Avaya Cloud Office creates a portal for communications, allowing your people to quickly transition to the mode that's exactly right for them at any moment. One click is all it takes to start a call, join a meeting, contribute to a team chat or share content.

Integrated Meetings Keep it Simple and Reduce your Costs

With Avaya Cloud Office, there's no need to pay for separate meeting services. You'll enjoy unlimited audio and video conferencing with hundreds of audio or video conference participants. Share your screen and files with colleagues, integrate with your existing conference room systems and create impactful webinar experiences for large audiences.

Texting for Business (*Available in US and Canada only)

Texting (SMS) may be the most common way today to engage with someone else. But texting from your personal account may not be appropriate or optimal. It requires sharing your personal number with business contacts and makes it difficult to keep all your business communications in one stream. With Avaya Cloud Office, you get the same experience you're used to, but all from within your Avaya solution. No mixing up contacts or worrying about personal versus business communications – each kind of contact stays within its domain. And Avaya Cloud Office supports

Multimedia Messaging Service (MMS) allowing you to send and receive images, videos and other multimedia content.

One Number Does it All

With Avaya Cloud Office, one number does it all; voice and FAX all come to your single number – easy to manage, easy to control, and easy to see at a glance. You'll always know what's going on even if you can't pick up, through instant notifications for voice and FAX messages via email or the Avaya Cloud Office app.

Secure, Reliable Communications for your Critical Business Needs

The Avaya Cloud Office's platform ensures you receive the security, reliability and coverage you need to move your business forward. Enterprise-grade capabilities like multiple, globally distributed data centers, enterprise single sign-on, and flexible role and permissions for administrators ensure your critical business communications remain secure and available when you need them.

Integrations that Make Sense for the Way you Work

You rely on a variety of different tools to get your work done every day: desktop apps, workflow automation, and customer relationship management from such vendors as Google, Salesforce, Oracle and Microsoft. With Avaya Cloud Office, you can integrate those apps with your communications, creating a seamless experience that eliminates the need to switch between applications. Simple, intuitive and fast. It lets you get more done.

Leverage Analytics to Understand your Communications and your Business

Take the guess work out of understanding how communications work at your business. Avaya Cloud Office comes complete with an up-to-the-hour advanced call management system and analytics. Use the built-in reports or create your own dashboards with over 30 Key Performance Indicators (KPIs). You'll understand such metrics as your utilization, missed calls, time to answer, refused calls, meeting frequency, and system Quality of Service (QoS).

Go Beyond

With Avaya Cloud Office, you'll go beyond voice communications to a world where multi-media collaboration brings unprecedented productivity to your users and unprecedented responsiveness to your customers. Flexible, easy to use, feature rich, mobile friendly and backed by Avaya's award-winning support, Avaya Cloud Office is available today to simplify your communications so you can focus on driving your business forward.



All-inclusive cloud communications and collaboration system

- Integrated voice, fax, conferencing, video meetings, messaging, and team collaboration for every employee – also enabling a single business identity
- Unifies the way employees, customers, and partners communicate with one another
- Industry-leading reporting and analytics
- Enterprise-grade reliability, carrier grade availability, guaranteed quality of service, and security with best-in-class encryption standards
- Simple per-user pricing; no separate maintenance and support contracts
- Low Total Cost of Ownership (TCO) and savings on Capital Expenditure (CAPEX)



Ease of management

- Manage all offices and users from anywhere with a single easy-to-use, mobile-enabled interface
- Enjoy complete administrative control, self-service capabilities for users, and reduced dependence on service providers
- Get quick, simple, streamlined system setup and user activation
- Easily scale as your business grows by adding offices, in-office or remote workers in just minutes



Open platform

Over 100 ready-to-use integrations with business cloud apps, including Microsoft Office 365™,

Salesforce®, ServiceNow®, Zendesk®, Google G Suite. For latest refer -
<https://www.ringcentral.com/apps/avaya-cloud-office/>

Developer platform with open APIs and SDKs to enhance business workflows with custom integrations



Wherever you are, we're there for you



Global availability

- Available in the US, Australia, Canada, UK, Ireland, France, Netherlands, Germany, Italy, Belgium, Spain, Austria and Portugal.
- Deploy and manage a single solution globally
- Instantly provision and activate employees in countries with local capabilities
- Number availability in over 100 countries for local business presence

Our customers

Avaya is a global leader in solutions to enhance and simplify communications and collaboration, and is the trusted provider for countless enterprises.

- More than 90% of the U.S.'s largest companies are Avaya customers
- 5m+ Contact Center Seats and over 100M UC lines
- Customers in 175+ countries

Find out more about Avaya.

<https://www.avaya.com/en/about-avaya/>

Awards and industry recognition

Avaya is a leader in cloud-based business communications and collaboration solutions. See our [full list of awards](#).



Avaya Cloud Office received **2020 Unified Communications Product of the Year Award**

Aragon Research Globe for Unified Communications and Collaboration, 2020
 Frost & Sullivan Customer Value Leadership Award
 IDC MarketScape Worldwide Unified Communications and Collaboration 2019 Vendor Assessment.
 Gartner Peer Insights Customers' Choice
 CRN 5 Star Rating

Resources



More info about Avaya Cloud Office -

<https://www.avaya.com/en/products/unified-communications/cloud-office/>

Online training and educational resources - <https://support.avaya.com/>

Devices



Ask about our phone rental options.

J139	J159
	
<p>The Avaya IP Phone J139 provides a modern, connected, personalized experience for customers and addresses the need for secure, reliable voice communications for users within large enterprises and small and medium-sized companies. It is well suited for users that need only the most commonly used voice features. It provides a new level of simplicity in using features such as:</p> <ul style="list-style-type: none"> • Hold • Transfer • Conference • Forward • Call Park / UnPark 	<p>The Avaya J159 IP Phone is an IP phone that is targeted to users who desire a small form factor on their desk, packed with lots of feature buttons and meets the everyday voice communications needs of its users. This competitively priced, high-performing IP Phone features:</p> <ul style="list-style-type: none"> • Primary and secondary color displays • Four softkeys • High definition audio quality • Integrated Gigabit Ethernet interface • Headset support



The Avaya IP Phone J179 leverages your enterprise IP network to deliver sophisticated voice communications from headquarters, remote locations, or home offices. Give your power users enhanced communication capabilities with these high-performing phone features:

- Color display
- 4 softkeys
- High definition audio quality
- Integrated Gigabit Ethernet interface
- Headset support

JEM24 (J100s) Expansion Modules	B199
	
<p>The Avaya J100 Expansion Module extends the number of call appearances and feature buttons on the Avaya IP Phone J169 & Avaya IP Phone J179. Each expansion module provides 24 additional buttons for incoming/outgoing calls, for features such as autodial, for dialing contacts, or for other applications.</p> <ul style="list-style-type: none"> • 4.3 inches • 272 x 480 pixel color display that reverts to grayscale when connected to J169 IP Phone • Avaya IP Phone J169 & Avaya IP Phone J179 support up to 3 button modules and each button module can take both Stand and Wall mount positions together with the phone • The J100 Expansion Module provides access to up to 24 buttons and lamps with ability to display 3 pages when a single expansion module is used • Each feature/line button has a red/green indicator • Pre-configured background or screensavers are available to match the base phone 	<p>Avaya Conference Phone B199 delivers state-of-the-art technology to any size conference room to significantly improve the conferencing experience for all meeting participants.</p> <p>OmniSound audio technology guarantees clear transmission during meetings, so you and your team don't miss any part of the discussion.</p> <ul style="list-style-type: none"> • Full duplex transmits and receives sound simultaneously to prevent audio clipping • 360-degree surround sound • Powerful speakers optimize audio pick-up and broadcasting • Noise suppression filters cut static background noise • Equalizer lets you adjust pitch to suit your preference

Sales Proposal **Confidential**

Quote

Quote name:	PQ-51218 -City of Oelwein	Prepared for:
Valid Until:	December 9, 2021	City of Oelwein Barb Rigdon brigdon@cityofuelwein.org
Start Date:	January 1, 2022	
Initial Term:	36	
Renewal Term:	36	
Currency:	USD	
Payment Plan:	Monthly	

Avaya Cloud Office Services

	Charge Term	Quantity	Unit Price	Total Price
Office Standard - Subscription Fee				
DigitalLine Unlimited Standard	Monthly Contract	61	USD 23.24	USD 1,417.64
Main Local Number	Monthly Contract	1	USD 0.00	USD 0.00
Main Local Fax Number	Monthly Contract	1	USD 0.00	USD 0.00
Additional Local Number	Monthly Contract	18	USD 2.50	USD 45.00
DigitalLine Basic	Monthly Contract	2	USD 14.99	USD 29.98
Compliance and Administrative Cost Recovery Fee	Monthly Contract	63	USD 4.00	USD 252.00
e911 Service Fee	Monthly Contract	63	USD 1.00	USD 63.00
OBi302 ATA - Rental	Monthly Contract	2	USD 4.00	USD 8.00
			Total One - Time Payment*:	USD 0.00
			Total Recurring Charge*:	USD 1,815.62
Amounts are exclusive of applicable Taxes, fees, and/or shipping costs.				

Implementation

ACO Basic [Included]

*This budgetary quote is not a contract or a bill. Prices contained in this quote are an estimate only and may be subject to change at any time without notice to the Customer. The products and services listed in this quote are subject to withdrawal or modification. Taxes are not included. Additional fees may apply. Prices shall only become binding when a valid Order Form is executed subject to the terms and conditions contained in the relevant written Agreement between the Parties



5801 Westminster Dr.
Cedar Falls, IA 50613
319-260-4100
800-274-2047
Fax 319-260-2110

Invoice No.

Terms: Net 30 Days

Emp #	Date	Model Number	Serial Number	Meter	Purchase Order #
	11/10/2021				

Bill To:	<u>City of Oelwein</u>	Ship To:	_____
	<u>20 2nd Ave SW</u>		_____
	<u>Oelwein, IA 50662</u>		_____
Phone:	<u>319-283-5440</u>	Fax:	_____
Email:	brigdon@cityofuelwein.org	Email:	_____

Qty Ordered	Model/Description/Meter(s)	Serial # - Part #	Qty Ship	Unit Price	Amount
45	Avaya J139 IP Self labelling phone 3 year rental			\$2.58 p/mnth	\$116.05
16	Avaya J179 IP Self labelling phone 3 year rental			\$4.19 p/mnth	\$67.10

Salesman #	Deliv'd By	Install Date	Employee Name	Total
				Hardware/Part/Supplies \$183.15

Comments:

Price includes installation, training, and 3 year warranty/maintenance.

Price assumes all cable and jacks are in place and usable. Where cable and jacks are not usable, additional time and material charges may apply.

Miscellaneous	
Subtotal	
Sales Tax	
Transportation & Hdkg.	
Total Due Monthly	\$183.15

Ordered By: _____

Print Name: _____

Form date: 4/5/17

Levy Authority Summary

Local Government Name: OELWEIN
 Local Government Number: 33G316

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
OELWEIN #2 URBAN RENEWAL	33004	9
OELWEIN JAMES DEVELOPMENT URBAN RENEWAL	33009	1
OELWEIN CENTRAL URBAN RENEWAL	33012	2

TIF Debt Outstanding: 11,604,637

TIF Sp. Rev. Fund Cash Balance as of 07-01-2020: 173,718 0 Amount of 07-01-2020 Cash Balance Restricted for LMI

TIF Revenue: 977,913
 TIF Sp. Revenue Fund Interest: 1,948
 Property Tax Replacement Claims 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 979,861

Rebate Expenditures: 103,003
 Non-Rebate Expenditures: 771,919
 Returned to County Treasurer: 0
Total Expenditures: 874,922

TIF Sp. Rev. Fund Cash Balance as of 06-30-2021: 278,657 0 Amount of 06-30-2021 Cash Balance Restricted for LMI

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 10,451,058

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL
 UR Area Number: 33004

UR Area Creation Date: 11/1991

UR Area Purpose: see attached plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OELWEIN CITY/OELWEIN SCH/OELWEIN UR2 TIF INCREM	330108	330109	0
OELWEIN CITY AG/OELWEIN SCH/OELWEIN UR2 TIF INCREM	330110	330111	0
JEFFERSON TWP/OELWEIN SCH/OELWEIN UR2 TIF INCREM	330112	330113	0
OELWEIN CITY/OELWEIN SCH/CITY LAUNDERING/OELWEIN UR2 TIF INCREM.	330193	330194	0
OELWEIN CITY/OELWEIN SCH/BLESSINGS/OELWEIN UR2 TIF INCREM.	330195	330196	0
OELWEIN CITY/OELWEIN SCH/FORSYTH/OELWEIN UR2 TIF INCREM.	330197	330198	1,423,834
OELWEIN CITY/OELWEIN SCH/DEAN'S HONDA/OELWEIN UR2 TIF INCREM.	330221	330222	458,273
OELWEIN CITY/OELWEIN SCH/EAST PENN/OELWEIN UR2 TIF INCREM.	330227	330228	20,002,725
OELWEIN CITY/OELWEIN SCH/BOULDERS INN/OELWEIN UR2 TIF INCREM	330231	330232	1,034,135

Urban Renewal Area Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	139,010	1,148,960	10,892,187	27,929,480	0	-3,704	40,262,866	0	40,262,866
Taxable	113,269	632,783	9,802,969	25,136,532	0	-3,704	35,793,663	0	35,793,663
Homestead Credits									9

TIF Sp. Rev. Fund Cash Balance as of 07-01-2020: **173,718** **0** **Amount of 07-01-2020 Cash Balance Restricted for LMI**

TIF Revenue: 775,395
 TIF Sp. Revenue Fund Interest: 1,948
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 777,343

Rebate Expenditures: 98,663
 Non-Rebate Expenditures: 669,772
 Returned to County Treasurer: 0
Total Expenditures: 768,435

TIF Sp. Rev. Fund Cash Balance as of 06-30-2021: **182,626** **0** **Amount of 06-30-2021 Cash Balance Restricted for LMI**

Projects For OELWEIN #2 URBAN RENEWAL

Forsyth Management Co., LLC

Description:	New building
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Midwest Motorcycles Inc/Deans Honda

Description:	New building
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

East Penn Manufacturing

Description:	Land Aquisition/New Building
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Boulders Inn

Description:	New building
Classification:	Commercial - hotels and conference centers
Physically Complete:	Yes
Payments Complete:	No

ICE Manufacturing

Description:	Addition to building
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For OELWEIN #2 URBAN RENEWAL

Forsyth Management Company, LLC

Debt/Obligation Type:	Rebates
Principal:	417,893
Interest:	0
Total:	417,893
Annual Appropriation?:	Yes
Date Incurred:	06/27/2011
FY of Last Payment:	2024

Motorcycles Midwest, Inc./Deans Honda

Debt/Obligation Type:	Rebates
Principal:	75,294
Interest:	0
Total:	75,294
Annual Appropriation?:	Yes
Date Incurred:	12/23/2013
FY of Last Payment:	2023

East Penn Manufacturing Co

Debt/Obligation Type:	Rebates
Principal:	3,340,000
Interest:	0
Total:	3,340,000
Annual Appropriation?:	Yes
Date Incurred:	10/26/2015
FY of Last Payment:	2039

2016A GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	3,875,000
Interest:	644,570
Total:	4,519,570
Annual Appropriation?:	Yes
Date Incurred:	01/25/2016
FY of Last Payment:	2028

2016B GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	565,000
Interest:	47,020
Total:	612,020
Annual Appropriation?:	No
Date Incurred:	09/22/2016
FY of Last Payment:	2029

2016C GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	0
Interest:	0

Total:	0
Annual Appropriation?:	Yes
Date Incurred:	09/22/2016
FY of Last Payment:	2020

Item 16.

Boulders Inn

Debt/Obligation Type:	Rebates
Principal:	369,278
Interest:	0
Total:	369,278
Annual Appropriation?:	Yes
Date Incurred:	05/30/2017
FY of Last Payment:	2030

Water Fund Loan 11-14-16

Debt/Obligation Type:	Internal Loans
Principal:	183,568
Interest:	0
Total:	183,568
Annual Appropriation?:	No
Date Incurred:	12/01/2016
FY of Last Payment:	2030

2016C GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	09/22/2016
FY of Last Payment:	2020

Water Fund Loan 10-9-17

Debt/Obligation Type:	Internal Loans
Principal:	199,202
Interest:	0
Total:	199,202
Annual Appropriation?:	No
Date Incurred:	12/01/2018
FY of Last Payment:	2030

Water Fund Loan 11-26-18

Debt/Obligation Type:	Internal Loans
Principal:	207,527
Interest:	0
Total:	207,527
Annual Appropriation?:	No
Date Incurred:	11/26/2018
FY of Last Payment:	2030

Forsyth Management Company

Debt/Obligation Type:	Rebates
Principal:	750,000
Interest:	0
Total:	750,000

Annual Appropriation?: Yes
Date Incurred: 01/26/2016
FY of Last Payment: 2033

Item 16.

ICE Manufacturing

Debt/Obligation Type: Rebates
Principal: 106,570
Interest: 0
Total: 106,570
Annual Appropriation?: Yes
Date Incurred: 12/14/2020
FY of Last Payment: 2033

Non-Rebates For OELWEIN #2 URBAN RENEWAL

TIF Expenditure Amount:	560,670
Tied To Debt:	2016A GO Bond
Tied To Project:	East Penn Manufacturing

TIF Expenditure Amount:	109,102
Tied To Debt:	2016B GO Bond
Tied To Project:	East Penn Manufacturing

Rebates For OELWEIN #2 URBAN RENEWAL

1007 Industrial Park Dr.

TIF Expenditure Amount:	48,172
Rebate Paid To:	Forsythe Management Co.
Tied To Debt:	Forsyth Management Company, LLC
Tied To Project:	Forsyth Management Co., LLC
Projected Final FY of Rebate:	2024

2645 S Frederick Ave

TIF Expenditure Amount:	15,504
Rebate Paid To:	Motorcycles Widwest/Deans Honda
Tied To Debt:	Motorcycles Midwest, Inc./Deans Honda
Tied To Project:	Midwest Motorcycles Inc/Deans Honda
Projected Final FY of Rebate:	2026

421 Rock Island Rd

TIF Expenditure Amount:	34,987
Rebate Paid To:	Boulders Inn
Tied To Debt:	Boulders Inn
Tied To Project:	Boulders Inn
Projected Final FY of Rebate:	2029

Jobs For OELWEIN #2 URBAN RENEWAL

Project:	East Penn Manufacturing
Company Name:	East Penn Manufacturing
Date Agreement Began:	05/17/2017
Date Agreement Ends:	06/30/2039
Number of Jobs Created or Retained:	350
Total Annual Wages of Required Jobs:	0
Total Estimated Private Capital Investment:	65,000,000
Total Estimated Cost of Public Infrastructure:	4,500,000

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 330109
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	693,380	7,067,687	3,472,950	0	-3,704	11,387,246	0	11,387,246
Taxable	0	381,875	6,360,919	3,125,655	0	-3,704	9,976,559	0	9,976,559
Homestead Credits									6

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	3,741,586	7,649,364	0	7,649,364	258,794

FY 2021 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY AG/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 330111
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	139,010	0	0	0	0	0	139,010	0	139,010
Taxable	113,269	0	0	0	0	0	113,269	0	113,269
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	107,854	31,156	0	31,156	695

FY 2021 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: JEFFERSON TWP/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 330113
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	455,580	473,850	0	0	0	929,430	0	929,430
Taxable	0	250,908	426,465	0	0	0	677,373	0	677,373
Homestead Credits									3

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	278,660	650,770	0	650,770	14,950

FY 2021 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/CITY LAUNDERING/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 330194
 TIF Taxing District Base Year: 2004
 FY TIF Revenue First Received: 2008
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2014

UR Designation	
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,508,170	0	0	0	1,508,170	0	1,508,170
Taxable	0	0	1,357,353	0	0	0	1,357,353	0	1,357,353
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	971,850	536,320	0	536,320	18,145

FY 2021 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/BLESSINGS/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 330196
 TIF Taxing District Base Year: 2008
 FY TIF Revenue First Received: 2011
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2017

	UR Designation
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	473,460	0	0	473,460	0	473,460
Taxable	0	0	0	426,114	0	0	426,114	0	426,114
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	426,070	47,390	0	47,390	1,603

FY 2021 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/FORSYTH/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 330198
 TIF Taxing District Base Year: 2011
 FY TIF Revenue First Received: 2014
 Subject to a Statutory end date? No

	UR Designation
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	1,757,820	0	0	1,757,820	0	1,757,820
Taxable	0	0	0	1,582,038	0	0	1,582,038	0	1,582,038
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	16,420	1,582,038	1,423,834	158,204	5,352

FY 2021 TIF Revenue Received: 48,172

TIF Taxing District Data Collection

Local Government Name:	OELWEIN (33G316)
Urban Renewal Area:	OELWEIN #2 URBAN RENEWAL (33004)
TIF Taxing District Name:	OELWEIN CITY/OELWEIN SCH/DEAN'S HONDA/OELWEIN UR2 TIF INCREM.
TIF Taxing District Inc. Number:	330222
TIF Taxing District Base Year:	2014
FY TIF Revenue First Received:	2017
Subject to a Statutory end date?	No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	565,770	0	0	0	565,770	0	565,770
Taxable	0	0	509,193	0	0	0	509,193	0	509,193
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	36,360	509,193	458,273	50,920	1,723

FY 2021 TIF Revenue Received: 15,504

TIF Taxing District Data Collection

Local Government Name:	OELWEIN (33G316)
Urban Renewal Area:	OELWEIN #2 URBAN RENEWAL (33004)
TIF Taxing District Name:	OELWEIN CITY/OELWEIN SCH/EAST PENN/OELWEIN UR2 TIF INCREM.
TIF Taxing District Inc. Number:	330228
TIF Taxing District Base Year:	2016
FY TIF Revenue First Received:	2019
Subject to a Statutory end date?	No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	22,225,250	0	0	22,225,250	0	22,225,250
Taxable	0	0	0	20,002,725	0	0	20,002,725	0	20,002,725
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	108,170	20,002,725	20,002,725	0	0

FY 2021 TIF Revenue Received: 676,732

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/BOULDERS INN/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 330232
 TIF Taxing District Base Year: 2017
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,276,710	0	0	0	1,276,710	0	1,276,710
Taxable	0	0	1,149,039	0	0	0	1,149,039	0	1,149,039
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	21,530	1,149,039	1,034,135	114,904	3,887

FY 2021 TIF Revenue Received: 34,987

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN JAMES DEVELOPMENT URBAN RENEWAL
 UR Area Number: 33009

 UR Area Creation Date: 11/2001

 UR Area Purpose: See attached plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OELWEIN CITY/OELWEIN SCH/OELWEIN JAMES DEV UR TIF INCREM	330165	330166	0

Urban Renewal Area Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	1,915,560	0	1,915,560
Taxable	0	0	0	0	0	0	1,364,837	0	1,364,837
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2020: 0 0 **Amount of 07-01-2020 Cash Balance Restricted for LMI**

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2021: 0 0 **Amount of 06-30-2021 Cash Balance Restricted for LMI**

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN JAMES DEVELOPMENT URBAN RENEWAL (33009)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN JAMES DEV UR TIF INCREM
 TIF Taxing District Inc. Number: 330166
 TIF Taxing District Base Year: 2000
 FY TIF Revenue First Received: 2005
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2014

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2001

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	1,915,560	0	1,915,560
Taxable	0	0	0	0	0	0	1,364,837	0	1,364,837
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	1,750	1,364,837	0	1,364,837	46,175

FY 2021 TIF Revenue Received: 0

Item 16.

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN CENTRAL URBAN RENEWAL
 UR Area Number: 33012
 UR Area Creation Date: 04/2005
 UR Area Purpose: see attached plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OELWEIN CITY/OELWEIN SCH/OELWEIN CENTRAL UR INCREM	330173	330174	5,823,630
OELWEIN CITY/OELWEIN SCH/PERFORMANCE REHAB/OELWEIN CENTRAL UR INCREM	330229	330230	128,288

Urban Renewal Area Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	839,030	19,026,352	803,540	0	-3,704	21,768,326	0	21,768,326
Taxable	0	462,090	17,123,719	723,186	0	-3,704	19,091,257	0	19,091,257
Homestead Credits									7

TIF Sp. Rev. Fund Cash Balance as of 07-01-2020: 0 0 **Amount of 07-01-2020 Cash Balance Restricted for LMI**

TIF Revenue: 202,518
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 202,518

Rebate Expenditures: 4,340
 Non-Rebate Expenditures: 102,147
 Returned to County Treasurer: 0
Total Expenditures: 106,487

TIF Sp. Rev. Fund Cash Balance as of 06-30-2021: 96,031 0 **Amount of 06-30-2021 Cash Balance Restricted for LMI**

Projects For OELWEIN CENTRAL URBAN RENEWAL

Downtown Streetscape

Description:	revitalization of the downtown
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Performance Rehab

Description:	remodel building at new location
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

Downtown Improvements Grant

Description:	expand, improve building, renovate 2nd story housing Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Classification:	
Physically Complete:	No
Payments Complete:	No

Debts/Obligations For OELWEIN CENTRAL URBAN RENEWAL

2011 GO Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	455,000
Interest:	15,562
Total:	470,562
Annual Appropriation?:	No
Date Incurred:	04/11/2005
FY of Last Payment:	2022

Performance Rehab

Debt/Obligation Type:	Rebates
Principal:	26,006
Interest:	0
Total:	26,006
Annual Appropriation?:	Yes
Date Incurred:	07/11/2017
FY of Last Payment:	2024

LOST Yr 1 Transfer Downtown Businesses

Debt/Obligation Type:	Other Debt
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	09/10/2018
FY of Last Payment:	2024

LOST Yr 2 Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	27,147
Interest:	0
Total:	27,147
Annual Appropriation?:	Yes
Date Incurred:	11/26/2018
FY of Last Payment:	2025

LOST Yr 3 Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	Yes
Date Incurred:	11/12/2019
FY of Last Payment:	2026

LOST Yr 4 Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0

Total:	75,000
Annual Appropriation?:	Yes
Date Incurred:	11/09/2020
FY of Last Payment:	2027

Item 16.

LOST Yr 5 Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	150,000
Interest:	0
Total:	150,000
Annual Appropriation?:	Yes
Date Incurred:	10/25/2021
FY of Last Payment:	2028

Non-Rebates For OELWEIN CENTRAL URBAN RENEWAL

TIF Expenditure Amount:	0
Tied To Debt:	2011 GO Bonds
Tied To Project:	Downtown Streetscape
TIF Expenditure Amount:	0
Tied To Debt:	LOST Yr 1 Transfer Downtown Businesses
Tied To Project:	Downtown Improvements Grant
TIF Expenditure Amount:	27,147
Tied To Debt:	LOST Yr 2 Transfer Downtown Business Grant
Tied To Project:	Downtown Improvements Grant
TIF Expenditure Amount:	75,000
Tied To Debt:	LOST Yr 3 Transfer Downtown Business Grant
Tied To Project:	Downtown Improvements Grant

Rebates For OELWEIN CENTRAL URBAN RENEWAL

204 E Charles

TIF Expenditure Amount:	4,340
Rebate Paid To:	Performance Rehab
Tied To Debt:	Performance Rehab
Tied To Project:	Performance Rehab
Projected Final FY of Rebate:	2023

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN CENTRAL URBAN RENEWAL (33012)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN CENTRAL UR INCREM
 TIF Taxing District Inc. Number: 330174
 TIF Taxing District Base Year: 2004
 FY TIF Revenue First Received: 2009
 Subject to a Statutory end date? No

	UR Designation
Slum	03/2005
Blighted	03/2005
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	839,030	18,759,222	803,540	0	-3,704	21,501,196	0	21,501,196
Taxable	0	462,090	16,883,302	723,186	0	-3,704	18,850,840	0	18,850,840
Homestead Credits									7

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	15,681,270	5,823,630	5,823,630	0	0

FY 2021 TIF Revenue Received: 198,178

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN CENTRAL URBAN RENEWAL (33012)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/PERFORMANCE REHAB/OELWEIN CENTRAL UR INCREM
 TIF Taxing District Inc. Number: 330230
 TIF Taxing District Base Year: 2017
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2019 for FY 2021

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	267,130	0	0	0	267,130	0	267,130
Taxable	0	0	240,417	0	0	0	240,417	0	240,417
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2021	106,770	160,360	128,288	32,072	1,085

FY 2021 TIF Revenue Received: 4,340

**CONTRACT FOR SERVICES BETWEEN
THE CITY OF OELWEIN, IOWA AND
UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION**

THIS CONTRACT, entered into by and between the Upper Explorerland Regional Planning Commission (hereinafter called the Planning Agency) and approved by the City of Oelwein, Iowa, requesting the Planning Agency's assistance in administering the City of Oelwein's Revolving Loan Fund.

TERMS. This Contract carries the following terms:

SECTION 1. Scope of Services

The Planning Agency shall provide and perform the necessary services required to carry out the Contract as set out in the Scope of Services attached.

SECTION 2. Time of Performance

The services of the Planning Agency shall commence on January 1, 2022 and continue through December 31, 2024. At which time both parties may renew the contract.

SECTION 3. Method of Payment

Payment shall be due upon receipt of a monthly bill for actual work performed and mileage incurred. The payment shall be based on Planning Agency's cost allocation plan established by the Upper Explorerland Regional Planning Commission's Board. Total payment shall not exceed \$15,000 in each year. The UERPC technical assistance rate for a RLF Loan Administrator is \$66 per hour, this rate may fluctuate up or down depending upon which staff member assists with this contract. Mileage reimbursement is \$0.43/mile. The mileage rate may fluctuate up or down depending upon the mileage rate authorized by Upper Explorerland Regional Planning Commission.

SECTION 4. Personnel

The Planning Agency represents that it has, or will acquire, all personnel necessary in performing the services under this Contract.

SECTION 5. Property

The Planning Agency shall be free to acquire or use its own existing property, real or personal, as it deems necessary in the performance of work under this agreement.

SECTION 6. Services to be Furnished to the Planning Agency

All reports, data, maps or other public documents and information necessary to the performance of work under this Contract shall be made available to the Planning Agency.

SECTION 7. Records Available

At any time during normal business hours and as frequently as is deemed necessary, each party shall make available to the other party and to the USDA – Rural Development office, for their examination, all of its records pertaining to all matters covered by this contract and permit USDA to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract. All records will be maintained for five years following close out.

SECTION 8. Civil Rights

In connection with carrying out this agreement, the City of Oelwein, Iowa and the Upper Explorerland Regional Planning Commission agree to comply with the following acts:

- **Title VI of the Civil Rights Act of 1964** (P.L. 88-352)
- **Iowa Civil Rights Act of 1965** (Iowa Executive Orders 15 and 34)
- **Section 109 of Title I of the Housing and Community Development Act of 1974**, as amended (42 U.S.C. 5309)
- **The Age Discrimination Act of 1975**, as amended (42 U.S.C. 1601 et seq.)
- **Section 504 of the Rehabilitation Act of 1973**, as amended (P.L. 93-112, 29 U.S.C. 794)
- **Americans with Disabilities Act** (P.L. 101-336, 42 U.S.C. 12101-12213)
- **Section 3 of the Housing and Urban Development Act of 1968**, as amended (12 U.S.C. 1701u)
- **Title VIII of the Civil Rights Act of 1968**, as amended
- **Federal Executive Order 11063**, as amended by **Executive Order 12259**

ALL CONTRACTS IN EXCESS OF \$10,000

In addition to the preceding provisions, all contracts in excess of \$10,000 must include the following language, pursuant to Federal Executive Orders 11246 and 11375:

"During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of the Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- (6) In the event of the contractor's non-compliance with the nondiscrimination clause of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States."

SECTION 9. Restriction on Lobbying

We certify, to the best of our knowledge and belief, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.
- c. The Grantee shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

SECTION 10. Termination

Either party may terminate this agreement in whole or part, in writing, if the other party substantially fails to fulfill its obligations under this agreement through no fault of the terminating party. However, no such termination may be affected unless the other party is given: 1) not less than thirty (30) calendar days written

notice (delivered by certified mail, return receipt requested) of intent to terminate; and 2) and opportunity for consultation with the terminating party before termination.

PASSED and APPROVED

Upper Explorerland Regional Planning Commission

City of Oelwein, Iowa

Date

Date

Rachelle Howe, Executive Director

Dylan Mulfinger, City Administrator

**Scope of Services for the City of Oelwein Revolving Loan Fund
Upper Explorerland Regional Planning Commission – Administrative Agent**

City’s portion:	\$ 375,000
USDA portion:	\$1,500,000
Total:	\$1,875,000

UERPC Scope of Services:

Primary contact for businesses applying for funds. Work with applicants to meet IRP lending criteria: business plan, projections, financial statements, equity criteria, security criteria, credit checks, and character. *Staff: UERPC Executive Director & UERPC Program Manager.*

Package information and send to each board member prior to loan meeting. Present application to IRP lending board. *Staff: UERPC Program Manager.*

Prepare closing documents, along with attorney as necessary. Be present at closing for closing exchange including check and collecting necessary closing documents. *Staff: UERPC Program Manager*

Loan Servicing: Payments should be strongly encouraged to be made by Electronic Payment. UERPC will track monthly payments, past dues, and payments in-full. *Staff: UERPC Financial Officer.*

Annual visits: Loan recipients will be visited annually and must provide annual financial statements. *Staff: UERPC Program Manager*

Financial Reporting: Preparation of quarterly USDA-RD reports as required under the program guidelines with correspondence and financial information provided to City of Oelwein on a quarterly or as requested basis. *Staff: UERPC Financial Officer & UERPC Program Manager*

Not included in Scope of Services:

Past Due Collections: Upper Explorerland will notify the Oelwein IRP Board when payments are past due. The board will be responsible for determining action steps including legal action.

OELWEIN POLICE DEPARTMENT
CITY OF OELWEIN, IOWA



MEMORANDUM

FROM: Jeremy P. Logan, Chief of Police

DATE: November 17, 2021

TO: City Administrator Dylan Mulfinger – Mayor Brett DeVore – Oelwein City Council

SUBJECT: Tow Bid for City Vehicles & Vehicles Towed at the Request of the City

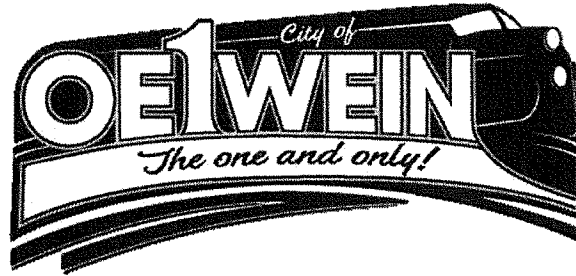
On October 21, 2021, our agency made contact with four local towing services to inquiry about their interest in receiving bid documents for tow services for the City of Oelwein. The following businesses were contacted:

- 1) Birdnow Motor Trade
- 2) B & L Body
- 3) Merle's Auto
- 4) Midwest Collision Center

All four businesses expressed an interest in receiving the bid documents. One business expressed interest, but also indicated that they may struggle to provide a 24-hour service. A separate business expressed concern over the requirement of a cashier's check in the amount of 5% of the projected annual bid. This requirement is a standard practice, and it was explained to this business that the check was a commitment of interest and that those not selected for the bid would immediately have their check returned, and the business that was awarded the bid would have the check returned upon signing of the final contract. The purpose of the check is to ensure the business follows through with the signing of the contract, should they be awarded the bid.

On October 27, 2021, all four businesses were emailed the bidding documentation. The process was open to questions up to the date of November 11, 2021. No questions were received. The bidding deadline was 10:00 a.m. on November 16, 2021. One business submitted a proposal. Midwest Collision Center's bid was timely and meets all of the requirements of the process. Midwest Collision Center has the current contract with the City of Oelwein. Their service has been exceptional and we have observed a significant benefit with their business being able to provide both a standard tow truck and a flatbed tow truck. The bid document is in this weeks council packet for further details.

I would respectfully recommend awarding the new towing contract to Midwest Collision Center.



**REQUEST FOR BIDS
OCTOBER 26, 2021**

**2022 – 2024
TOWING SERVICES**

The City of Oelwein, Iowa is currently accepting bids from qualified companies (Contractor/Bidder/Firm) for towing and emergency roadside services. The information in Section I applies to services for our Fleet Maintenance Division. The information in Section II applies to services for our Police Department. All other information applies for all services. Services are for City vehicles and towing and storage services for motor vehicles which have been involved in various types of criminal activity, present traffic control hazards, are in violation of City ordinances, involved in a motor vehicle accident that is being investigated by the Oelwein Police Department and to where the driver and/or the registered owner of that vehicle does not express a towing company preference or that are junk vehicles that are inoperable and sitting in yards or driveways. This is an all or none bid and will be awarded to one Contractor.

In order to be considered responsive, Bidder must be in conformance with all bid requirements at the time of bid submission. All business buildings must be located within the city limits of Oelwein. All proposals must include a description and address of the firm location.

All related questions must be submitted to the City of Oelwein – jphillips@oelweinpolice.org, in writing, by November 11, 2021 at 12:00 p.m. Any questions received via phone, in person, or after that deadline will not be addressed by any city personnel.

Contractors must provide towing services 24 hours per day, 7 days per week, including all holidays. Contractor shall maintain an office or such other facility through which it may be contacted by telephone on a twenty-four (24) hour basis.

INSTRUCTIONS TO BIDDERS

Each bidder must submit bids on the Bidder's Proposal Form (pages 11-17) furnished by the City, and the same is to be properly signed by an executive member of the firm. Doing so acknowledges agreement to: the terms of this bid, any addenda, and having read all questions and answers as posted on the City's website. Upon bid award, awardee and a City official will sign the attached agreement. Sealed bids are to be returned to the Oelwein City Hall, 20 Second Ave SW, Oelwein, IA 50662, **no later than 10:00 a.m. on November 16, 2021**, marked "2022 – 2024 Towing Services".

In compliance with Oelwein City ordinance, if the total bid amount is greater than \$25,000.00, each bid must be accompanied by a Cashier's Check, Certified Check or Bid Bond payable to the City of Oelwein, Iowa, for a sum not less than 5% of the total amount of the bid. Total bid amount is found by multiplying the bid price per occurrence by the approximate number of occurrences for all three years. Said check(s) will be returned to the successful bidder at bid award. Checks of all unsuccessful bidders shall be returned forthwith.

In accordance with the Affirmative Action Program of the City of Oelwein, Iowa, Executive Orders 11246 and 11375, Titles VI and VII of the Civil Rights Act of 1964, the Iowa Civil Rights Act of 1965 and Chapter 216, Code of Iowa 2018, all successful bidders entering into contracts on behalf of the City exceeding \$10,000 are required to have an approved nondiscrimination and equal opportunity statement and an approved affirmative action program.

All bidders are required to submit a signed Statement of Intent/Nondiscrimination and Equal Opportunity.

METHOD

Each proposal will be evaluated according to the selection criteria outlined herein.

The City may reject any proposal not in compliance with all prescribed public bidding procedures and requirements and may reject any or all proposals. The City reserves the right to cancel, suspend, or delay the selection process. The City may also restart the process. The City is not responsible for any costs incurred in responding to or preparing responses to this or subsequent requests.

CONTRACT TERMS

The contract shall commence January 1, 2022 at 12:01 am. The contract length shall be for two (2) years with one (1) one-year renewal option if it is mutually agreeable to both parties. At the end of each contract year, the Contractor's performance will be evaluated. If the service has been satisfactory and the Contractor has continued to meet the requirements stated in these specifications, the contract could be renewed for another year.

The Contractor shall furnish all personnel, supervision, materials, equipment and secured storage services in accordance with the provisions of these specifications, the various provisions of the contract, the statutes of the State of Iowa and ordinances of the City of Oelwein, Iowa. The laws of the State of Iowa and ordinances of the City of Oelwein, Iowa, as same may be from time to time amended, shall apply for the purpose of this Contract.

The successful Bidder must execute a written Contract in the approved form within ten (10) days after award of Contract.

During the term of the Contract, the City reserves the right to periodically inspect the equipment, storage yard and storage enclosure location and verify ownership or lease documents of Contractor equipment.

If at any time during the contract period, the Contractor's performance is determined to be unsatisfactory or it is determined that the Contractor does not meet the requirements outlined herein, the City reserves the right to cancel the contract in writing, with cancellation being effective 30 days from notice. If cancellation of contract occurs, the City reserves the right to award the contract to another proposing Firm.

In the event of termination or cancellation, under the terms of the contract, the Contractor shall keep and store any and all vehicles which shall have been towed onto its premises under the terms of this agreement until such time as said vehicles have been released to the owners thereof or otherwise disposed of as provided by law. Contractor shall fully and completely perform all the covenants and conditions of this agreement with respect to such vehicles, until such times as they have been disposed of as referred to herein.

The only acceptable forms of communication between the Contractor and the City are telephone and e-mail.

CITY OF OELWEIN

PRICING

Each section includes a Pricing Proposal form that pertains to the services of the section. Pricing is to be submitted for all potential contract years (years 1 through 3). Prices submitted in proposals shall remain **firm** and may not be changed. Surcharges (i.e. fuel) are not allowed as an additional line item. Actual travel time to and from the work location is not reimbursable under this Agreement.

OTHER PROVISIONS

SUBCONTRACTORS

The Contractor is specifically advised that any person, firm or other party to whom it is proposed to award a subcontract under this bid must be acceptable to the City. The Contractor shall submit in writing to the City for approval the names of Subcontractors proposed for the work, prior to execution of any work. This would only be approved in extreme situations and on a temporary basis. The City reserves the right to reject any proposed Subcontractor if the successful Contractor fails to satisfy the City that the proposed Subcontractor is properly qualified to complete the work contemplated. The subcontractor shall comply with all applicable provisions of this agreement except that dispatching shall be through the Contractor. Proof of insurance is required from all Subcontractors. Nothing contained in the specifications shall be construed as creating any contractual relationship between any subcontractor and the City. The Contractor shall be fully responsible to the City for the acts and omissions of any and all subcontractors. If the Bidder repeatedly fails to meet the requested deadlines and the City's needs, the contract may be cancelled.

SIGNATURE BY RESPONSIBLE PARTY

All proposals must be signed with the firm name and by a responsible officer or employee authorized to transact business on behalf of the firm, partnership or corporation. No Bidder may assign or transfer any legal or equitable interest in his proposal after the date and hour set for the receipt of the proposals.

CITY'S RIGHTS RESERVED

The City reserves the right to accept any or all proposals in whole or in part, to waive any irregularities in any proposal, to accept the proposal which in the judgment of the City is most advantageous to the City and to re-advertise if desired.

CONFLICT OF INTEREST

The Bidder agrees that it presently has no interest, and shall acquire no interest, direct or indirect, that would conflict in any manner or degree with the performance of its service hereunder. The Bidder further agrees that in the performance of the agreement, no person having any such interest shall be employed.

INTEREST OF PUBLIC OFFICIALS

No member, officer or employee of the City during this tenure or for one year thereafter, shall have interest, direct or indirect, in this proposal or the proceeds thereof.

GRATUITIES

The laws of Iowa provide that it is a felony to offer, promise, or give anything of value or benefit to government employees with the intent to influence that employee's acts, opinion, judgment or exercise of discretion with respect to that employee's duties.

OWNERSHIP

All documents and materials prepared pursuant to this proposal are the property of the City of Oelwein. The City shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other material prepared under this process.

VERBAL AGREEMENT

No verbal agreement or conversation with any elected or appointed official, agent or employee of the City, either before, during or after the submittal of this proposal shall affect or modify any of the terms or obligations herein contained, nor shall such verbal agreement or conversation entitle the firm to any additional compensation or consideration whatsoever under the terms of this bid.

PROPOSALS NOT CONFIDENTIAL

Under Iowa Open Records Law, Chapter 22 of Iowa Code; *Disclosure of Proposal Content, "Examination of Public Records,"* all records of a governmental body are presumed to be public records, open to inspection by members of the public.

NON-COLLUSION CLAUSE

The Contractor certifies under penalties of perjury that this bid is in all aspects bon-a-fide, fair, and without collusion or fraud with any other person. As used in this section the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity. Further, the Contractor certifies that the items to be supplied by the firm will meet or exceed the specifications as listed herein.

EQUIPMENT/ OPERATIONS

The Contractor shall own or lease all equipment required to provide towing and related services for the City. Contractors must include a list of all owned or leased vehicles and equipment that will be used to provide contracted services. This list must include VIN numbers, gross vehicle weight and winch capacity. The Contractor must be able to safely tow or carry all bid services listed in the Pricing Proposal. For equipment that the Contractor does not own, a copy of any lease or subcontract and an insurance certificate are required and must be submitted with the proposal submittal documents.

In addition, all towing units used in towing services must carry a fire extinguisher, chains, proper emergency lighting or flares, broom, shovel, and powdered or granulated absorbent. All towing equipment shall be equipped with an air tank.

Contractor is required to hold a US Department of Transportation Truck Operator Permit Number and all towing vehicles must be in compliance with IDOT regulations. Each wrecker driver employee shall hold a current/valid license to operate equipment in accordance with state law and City ordinances.

The Contractor will be required to clean the street of any accident or towing debris immediately after removal or impoundment of any vehicle. All debris must be removed from the site and disposed of properly. There may be instances when multiple towing vehicles will be required. If the City of Oelwein feels that there will be unnecessary delay, they can utilize an additional tow service not on this contract.

PERFORMANCE BOND

Upon award, the Contractor shall furnish, at its own expense, a performance bond in the sum of \$5,000 for the faithful performance of the agreement. Said bond must be maintained throughout the term of the contract.

INDEMNIFICATION

Contractor shall: (1) faithfully perform said Contract on Principal's part and satisfy all claims and demands incurred for the same; (2) fully indemnify and save harmless the Owner from all costs and damages which said Owner may suffer by reason of failure to do so; and (3) fully reimburse and repay said Owner all outlay and expenses which said Owner may incur in making good any default.

The Contractor shall protect, defend, indemnify and save harmless the Owner, the Architect/Engineer and their officers, collectively referred to as "Indemnitees", from and against costs and suits, actions, claims, losses, liability or damage of any character, and from and against costs and expenses, including in part attorney fees, incidental to the defense of such suits, actions, claims, sickness, including death, to any person, or damage to property, including in part the loss of use resulting there from, arising from any act or omission of the Contractor, or his employees, servants, agents, subcontractors or suppliers, or anyone else under the Contractor's direction and control, and arising out of, occurring in failure of performance of any work or services called for by the Contract, or from conditions created by the performance or non-performance of said work or services. The Contractor's indemnification hereunder shall apply without regard to whether acts or omissions of one or more of the Indemnitees would otherwise

have made them jointly or derivatively negligent or liable for such damage or injury, expecting only that the Contractor shall not be obligated to so protect, defend, indemnify and save harmless if such damage or injury is due to the sole negligence of one or more of the Indemnitees.

INSURANCE

Contractor, and any Subcontractors utilized by Contractor herein, shall obtain insurance naming the City of Oelwein as additional insured in the minimum amounts and areas of coverage as stated in this section and shall maintain such coverage throughout the duration of this agreement. Prior to commencing any work or services in accordance with this agreement, Contractor, and any Subcontractors utilized by Contractor herein, shall provide a current Certificate of Insurance as part of this agreement AND the City shall have accepted the same by written approval to Contractor and/or Subcontractor.

The Certificate of Insurance must stipulate 30 days' notice of cancellation from the insurance company. Furthermore, Contractor, and any Subcontractors utilized by Contractor herein, agree and understand that any subrogation under the agreement is hereby waived in favor of the City in Contractor's General Liability policy. Contractor shall not alter or otherwise change any current insurance coverage submitted under this agreement without prior written approval from the City.

General Liability: The Contractor's General Liability policy shall provide for an unimpaired General Aggregate pursuant to this section. The Contractor's insurance coverage shall be primary and noncontributory to any valid and/or collectible excess insurance coverage carried by or available to the City, and shall carry the following minimum levels and areas of coverage: The General Liability Policy shall have limits of not less than \$250,000.00 per occurrence, and \$500,000.00 Aggregate. The Commercial General Liability provides: (1) Bodily Injury and Property Damage Liability; (2) Personal and Advertising Injury Liability; (3) Contractual Liability covering this contract; (4) Independent Contractors' Liability; (5) Premises and Operations, with the City of Oelwein named as Additional Insured; (6) Completed Operations, with the City of Oelwein named as Additional Insured.

The Contractor shall be responsible for any deductibles associated with the above policies, and shall bear all loss to the Contractor's equipment, supplies and vehicles.

SECTION I**TOWING AND EMERGENCY ROAD SERVICES FOR CITY VEHICLES**

The Fleet Maintenance Division of the Public Works Department provides complete mechanical repair and maintenance services for a diversified fleet of City vehicles and equipment. Normal maintenance operations are performed from 7:00 a.m. to 3:30 p.m. Monday through Friday at the Fleet Maintenance Facility located at 400 7th Ave SW, Oelwein, Iowa 50662.

The anticipated services, for the sake of this bidding document, would be for passenger vehicles & pick-up trucks.

SCOPE OF WORK

The Contractor shall furnish on an “as needed” basis all labor, equipment, and materials required to provide towing services and jump-starting for equipment serviced by the Fleet Management Division of the Public Works Department. Towed vehicles would be delivered to the Fleet Maintenance Facility at 400 7th Ave SW, Oelwein, Iowa 50662 or another authorized local repair business. The Contractor will conduct an inventory of the contents within the passenger compartment and maintain that documentation for 365 days.

Towing services may be required at any time to provide jump- starting to be performed during hours when the Fleet Management Division is not in operation. For any type of service call, the Contractor will be expected to arrive on site within **thirty (30) minutes** of receiving the call.

INVOICES

Invoices shall contain, at a minimum, the following information:

- Date and time the wrecker left to respond to the call
- Time of arrival to dispatched location
- Location dispatched to
- VIN or City ID # of City vehicle number being provided the service
- The time and location the wrecker delivered the vehicle to the designated location

EVALUATION

Each Contractor submitting a proposal for this section shall submit pricing on the following “Pricing Proposal – Section I” form. Bids will be awarded based on the following weighted criteria.

Weighted Bid Criteria for Section I:

Passenger Vehicles & Medium Duty Trucks 50%

Ability to tow multiple vehicles simultaneously 15%

Other Towing: 20%

Dolly: 10%

Winching: 5%

SECTION II**TOWING SERVICES FOR THE OELWEIN POLICE DEPARTMENT**

The contents of this section pertain to the towing of motor vehicles which have been involved in various types of criminal activity, present a traffic hazard, are in violation of traffic ordinances throughout the City, or nuisance vehicles as determined by the Oelwein Police Department or a court, or involved in a motor vehicle accident that is being investigated by the Oelwein Police Department and to where the driver and/or the registered owner of that vehicle does not express a towing company preference.

SCOPE OF WORK

Timely and efficient removal of vehicles from the street is crucial to the operational requirements of the Police Department. Once notified by the Police Department, the Contractor must appear at the scene of a towing incident within **fifteen (15) minutes during the Contractor's regular business hours and within twenty (20) minutes after hours**, anywhere requested within the City of Oelwein. For private property nuisance tows, the Police Department will make every effort to give reasonable advance notice for requested service.

The Contractor **must not** remove any parts or personal property from city stored vehicles. Items that could cause injury (i.e., firearms, explosives, hazardous materials, etc.) will be removed from the vehicle by the Police Department prior to towing.

The Contractor will defer to the OPD for the requested release of personal property at the time of the tow or after impoundment.

The Contractor shall prepare a written record for each towed vehicle with the following information:

- Make and model of vehicle towed
- Vehicle license number and VIN
- Year and color of the vehicle
- Date and time vehicle was towed
- Location of tow
- Police Department report number – Will be provided by the officer
- A general description of the vehicle with regard to condition, damaged or missing parts, and such other information necessary to adequately describe the vehicle and property impounded
- The Contractor will conduct an inventory of the contents within the passenger compartment and maintain that documentation for 365 days.

The Contractor shall provide itemized accounting for all vehicles towed that were charged the City's administrative fee. The owner of the vehicle will be required to pay the Contractor for any towing. The Contractor must contact the police department, within one-hour of a citizen paying the Contractor the initial tow fee.

All “police holds” placed on vehicles by the Police Department must be honored until an authorized release is granted by the Police Department.

The Contractor shall maintain reasonable business hours to be open to the public.

The Contractor shall provide the authorized operator of an impounded vehicle an itemized list of all charges incurred in the towing of their vehicle. The Contractor shall provide a receipt and release for the vehicle and all property contained therein.

FACILITY REQUIREMENTS

Vehicles seized or forfeited in accordance with Section 809 of the State Code of Iowa shall be towed to a place designated by Police Department personnel. If the seized or forfeited vehicle is subsequently towed to a different location, the Towing Contractor shall be entitled to a second towing fee. The fees allowed shall be the fees specified in the Contract.

Contractor shall indicate on the Proposal Form if its facilities have a security or surveillance system.

Contractor will transport, non-city vehicles, that are towed by the police department to the City storage facility. Contractor will place vehicles at the facility in an organized manner. If a vehicle is left in an area that obstructs business operations and is outside the area designated and instructed for, then the Contractor will move the vehicle to its proper location at no cost to the City.

PRICING

Each Contractor submitting a proposal for this section shall submit pricing on the following “Pricing Proposal – Section II” form. Bids will be awarded based on the following weighted criteria.

Weighted Bid Criteria for Section II:

Passenger Vehicles & Medium Duty Trucks 50%

Ability to tow multiple vehicles simultaneously 15%

Other Towing: 20%

Dolly: 10%

Winching: 5%

BIDDER PROPOSAL FORM

CONTRACTOR: Midwest Collision Center Inc.

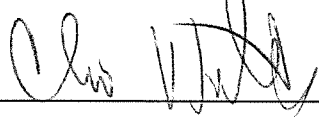
BY: Chris Winters TITLE: President

EMAIL: midwest@mwcollision.net

ADDRESS: 126 S. Frederick Ave Oelwein IA 50602

TELEPHONE: 319-283-4645 FAX: 319-283-5885

Prices submitted on the proposal form will remain firm for each contract year.

SIGNATURE: 

List all vehicles that will be utilized on the Contract (attach additional pages if necessary)

Type of Vehicle	Make	Model	Year	Own, Lease, Subcontract
* Wrecker Tow Truck	Ford	F550 Super Duty	2004	Own
* Wrecker Flat Bed	Ford	F650 Super Duty	2007	Own

* VIN: 1FD AF57P24EB70559
 GVWR: 17,500
 Winch Capacity: 2 winches @ 10,000 lb capacity each

* VIN: 3FRNF65F67V474169
 GVWR: 26,000
 Winch Capacity: 2 winches @ 8,000 lb capacity each

SECTION I

TOWING AND EMERGENCY ROAD SERVICES FOR CITY VEHICLES

Prices submitted on the proposal form will remain firm for each contract year.

	Year 1	Year 2	Year 3
Towing Flat Rate Per Occurrence			
Passenger Vehicles and 1/2 Ton Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
3/4 to 1 Ton Straight Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
Additional Mileage charge (per mile) if outside a three-mile limit from the Oelwein City limits	\$ 4. ⁰⁰	\$ 4. ⁰⁰	\$ 4. ⁰⁰
Jump Start	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰

Winching Charges & Fees Per Occurrence

Passenger Vehicles and 1/2 Ton Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
3/4 to 1 Ton Straight Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰

Dolly Fees \$ 40.⁰⁰ \$ 40.⁰⁰ \$ 40.⁰⁰

After Business Hours \$ 20.⁰⁰ \$ 20.⁰⁰ \$ 20.⁰⁰

SECTION II

**TOWING STORAGE AND AUCTION SERVICES
FOR POLICE DEPARTMENT**

	Year 1	Year 2	Year 3
Towing Flat Rate Per Occurrence			
Passenger Vehicles and 1/2 Ton Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
3/4 to 1 Ton Straight Trucks	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
Motorcycles	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
Motor Homes	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰
Boats	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰

To Our Capability

Additional Mileage charge (per mile) if outside a three-mile limit from the Oelwein City limits	\$ 4. ⁰⁰	\$ 4. ⁰⁰	\$ 4. ⁰⁰
<i>Dolly Fee</i>	\$ 40. ⁰⁰	\$ 40. ⁰⁰	\$ 40. ⁰⁰
<i>After Business Hours</i>	\$ 20. ⁰⁰	\$ 20. ⁰⁰	\$ 20. ⁰⁰
<i>Storage Inside</i>	\$ 50. ⁰⁰	\$ 50. ⁰⁰	\$ 50. ⁰⁰
<i>Storage Outside</i>	\$ 40. ⁰⁰	\$ 40. ⁰⁰	\$ 40. ⁰⁰
<i>Winching</i>	\$ 75. ⁰⁰	\$ 75. ⁰⁰	\$ 75. ⁰⁰

Per Page 10 : *Midwest Collision Center does have video
surveillance on it's property.*

Has your company received an OSHA violation in the past five (5) years? Yes No

If yes, please attach copies of the citations and an explanation of how they have been resolved.

CITY OF OELWEIN

STATEMENT OF INTENT / NONDISCRIMINATION

AND EQUAL OPPORTUNITY

The Contractor does hereby certify to the City of Oelwein, Iowa, that no person in any way be favored or discriminated against because of his race, creed, color, sex, sexual orientation, gender identity, national origin, political religious affiliations.

We agree to file with the City and maintain an acceptable Affirmative Action Program for federally assisted contracts equal to or in excess of \$10,000, and an Equal Opportunity Policy Statement for federally and non-federally assisted contracts in amounts less than \$10,000. It is understood that noncompliance with any of the aforementioned stipulations will subject any and all existing contracts with the City to suspension, termination or cancellation.

Bidders are advised should your organization be awarded a contract by the City exceeding \$10,000, you will be required to submit a copy of your current Affirmative Action plan or complete the City's Affirmative Action Program format to contract execution.

Midwest Collision Center Inc.
COMPANY

John Vitina pres.
EXECUTIVE OFFICER

Billie J. Winters
EQUAL OPPORTUNITY OFFICER

126 S. Frederick Ave

Oelwein IA 50602

319-283-4645 or

563-920-3262

Address and Telephone Number of
Equal Opportunity Officer

CITY OF OELWEIN

AGREEMENT

TO BE FILLED OUT UPON BID AWARD

THIS AGREEMENT is made and entered into this _____ day of _____, by and between the CITY OF OELWEIN, IOWA, hereinafter referred to as "Owner" and _____, hereinafter referred to as "Contractor", with said agreement to be effective when approved and executed by the Owner.

Whereas the Contractor on the _____ day of _____, did submit a proposal to the Owner of certain Plans and/or Specifications entitled

_____ a copy of which Proposal is attached and made part hereof, the parties hereto do hereby, in consideration of the mutual covenants hereinafter contained, agree with each other as follows:

1. The Contract Documents include the Notice to Bidders, Instruction to Bidders, General Conditions, Supplemental Specifications, Special Provisions, Proposal, Agreement, Proof of Insurance, Standard Details, Drawings, Addenda, Question & Answers and Modifications are a part of this Contract the same as if each had been fully set out and attached hereto.
2. The Contractor agrees to furnish all materials and/or labor, mechanics for labor, tools, materials and equipment to complete the work under this contract in a good workmanlike manner in accordance with the Plans and Specifications.
3. The Owner agrees to pay the Contractor in accordance with the provisions of said specifications and the accepted proposal.
4. It is mutually agreed by each party hereto that all provisions of said plans and specifications shall be strictly complied with the substitutions or changes in said plans and specifications shall not be made except upon written consent of the Owner, and such allowance shall in no manner be construed to release either party from any specified or implied obligation of said plans and specifications.
5. The Contractor shall deliver the materials and/or complete the work under this Contract within the time allotted by the Special Provisions or by an approved extension thereof. If the Contractor shall fail to do so, the Contractor agrees to pay the Owner as liquidated damages, and not as a penalty, the sum of 1% of the total project cost for each and every day past the deadline set forth under this contract. The City has the right to utilize a different vendor and/or qualified contractor to complete the work.
6. As consideration for the successful performance and compliance with the Conditions, Owner shall pay to the Contractor the amount as agreed upon for the delivery of materials and/or completion or work as agreed in the bidder's Proposal Form. Payment to be made upon billed delivery and/or completion of the work as provided.

CITY OF OELWEIN

- 7. To the extent allowed or imposed by law, the Contractor shall defend, indemnify and hold harmless the City of Oelwein, including its agents and employees, from any claim or liability whether based on a claim for damages to real or personal property, or to a person, for any matter relating to or arising out of the Contractor's wrongful, negligent or otherwise illegal performance of Contractor's obligations under this Agreement.
- 8. This agreement may only be modified by WRITTEN mutual agreement executed by both Owner and Contractor.

IN WITNESS WHEREOF, we the contracting parties by our agents hereto affix our signatures.

SIGNED AND SEALED this _____ day of _____
at 20 Second Ave SW, Oelwein, Iowa 51503.

Executed for Contractor By: _____
Title: _____

ATTEST: (Witness) By: _____
Title: _____

Executed for City of Oelwein: By: _____
City Administrator

ATTEST: (Witness) By: _____

(If required) Insurance Approved By: _____
Risk Manager

Library Board Minutes November 9, 2021

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, November 9, 2021 at 5:30 p.m. at the library

Present: Mars, Gilson, Berryman, Payne, and Macken. Also Mulfinger.

Absent: Ingersoll, Kerns

President Mars called the meeting to order at 5:31 p.m.

Gilson made a motion to approve the agenda and the minutes. Seconded by Berryman. Motion carried.

Communications: City Administrator Mulfinger gave an update on the progress of the FY23 budget and Capital Improvement Plan. The city is in the process of proposing changes in the employee salary scales using the Dyersville study as a guide. Mulfinger discussed the steps made to resolve the roof issues. The city hopes to start repairs in FY23.

Mulfinger left the meeting.

Trustee Training: The board reviewed the standard on providing interlibrary loan services to customers of all ages.

Director's Report:

- The solar powered charging bench arrived. Jerry Macken will install the bench by the end of the week.
- The electric vehicle charging station arrived. City crews have poured the cement pad. Ken's Electric will trench the wire and install the unit.
- Personified will not be able to paint the steel beams this year, but will do the job in the spring.
- Lego Challenge Club will resume on Nov. 10 at 3:00. Participants will have their own table with their own container of Legos to build the item presented as the challenge.
- The Genealogy Society is sponsoring a program on Nov. 16 at 2:00 on converting VHS tapes and restoring old photos.
- A new Cook Book Club will start on December 6 at 6:00. Participants will meet quarterly to share a sample dish made from a library cookbook. Recommendations on making the recipe will be shared.

Friend's Report:

- The meeting is re-scheduled for November 15.
- The Book Sale and Bake Sale brought in \$1315. More books were sold through an online bookstore. A check will be received for those items.

Bills were reviewed. The sewer pipes were clogged. Roto-Rooter cleaned out the pipes. Drain treatment will be used once a month to help reduce sludge buildup. Advantage Archive had missed sending the bill for additional work done to digitizing the Fayette Co. Atlases and Civil War Rosters. Gilson made a motion to approve the bills. Seconded by Berryman. Motion carried.

Policy Review: The internet policy was reviewed. Staff recommend reducing the cost for color prints from \$.75 a page to \$.50. Berryman made a motion to reduce the cost for color prints. Seconded by Gilson. Motion carried.

Gilson made a motion to adjourn at 6:20.

Respectfully submitted,
Susan Macken

The next meeting will be on December 14 with a change of time to 5:00p.m.

PUBLIC ACCESS INTERNET POLICY

Revised 8/14/03, 12/28/06, 8/10/09, 9/10/09, 2/14/13, 3/21/2013, 1/7/14, 7/13/16, 11/14/17, 12/12/17,
11-9-21

Purpose

The Internet allows the Oelwein Public Library to provide the community with access to global information, ideas, and discussion within the guidelines of the library's mission statement and materials selection policy.

Responsibilities of the Library

The library:

- provides high-speed Internet access but can make no guarantees of uninterrupted service.
- cannot guarantee the accuracy or authenticity of information accessed through the Internet.
- assumes no responsibility for a patron's activities on the internet.
- accepts no responsibility for damage to a patron's computer or other devices or for the loss of any data that may occur from using the library's computers.
- affirms the right of every individual to have access to constitutionally protected material. At the same time, the library is a public space shared by patrons of all ages, backgrounds, and sensibilities. The library reserves the right to ask patrons to discontinue the display of information and images which cause a disruption.
- cannot guarantee confidentiality over the Internet. Patrons entering personal information (credit card numbers, social security numbers, etc.) do so at their own risk.

Responsibility of Patrons

- As with other library materials, the library affirms the parents' or guardians' right and responsibility to guide, determine, and monitor their children's use of the Internet.
- Patrons are urged to respect the sensibilities of others when accessing information that may reasonably be offensive to someone else.
- Absolute privacy in using the Internet in the library cannot be guaranteed.
- The "Conduct in the Library" policy applies to the behavior of patrons using the Internet.

Computer use

- Computers are checked out using the patron's library card or current photo identification. A person must have library fees less than \$2.00 or pay \$2.00 towards their outstanding balance each time a computer is checked-out.
- Only two persons may use one Internet terminal at one time. Both persons must have library fees less than \$2.00 or pay \$2.00 towards their outstanding balance each time a computer is checked-out.
- Non-residents may use the computers after presenting a valid form of identification without applying for a library card. Juveniles who do not have a valid form of identification or proof of an established residence will need to have a parent or guardian show valid identification.
- Computers may be used, initially, for 1 hour. The patron can continue using the computer unless another patron is waiting to use the computer.

- A printer is available for patron use at a fee
 - Black - \$.20 per page per side.
 - Color - \$.50 per page per side.
- Misuse of the computer will result in the loss of computer privileges.
 - First offense: 1 month
 - Second offense: 6 months
 - Third offense: 1 year
 - Subsequent offenses: 1 year

Confidentiality

It is the library's practice not to maintain a history of our patrons' computer use. The library will not retrieve any information, including web sites visited, passwords or credit card numbers, or any other information a patron has entered.

Wireless Access

- The library provides free, unsecured, wireless Internet access for public use.
- Security for personal wireless devices rests solely with the owner of the wireless device.
- Personal use of the library's public wireless access will conform to policies regulating other types of public Internet access provided by the library.
- Abusive or illegal activity is prohibited while using the library's internet service. Copyright law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of "fair use." Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user; the Oelwein Public Library expressly disclaims any liability or responsibility resulting from such use.

Staff Assistance

Patrons are expected to have a basic knowledge of computer use and the Internet. Staff cannot provide in-depth training for patrons, but will answer basic questions about Internet use or help locate resources.



Minutes

Park & Rec Meeting
City Hall

Tuesday November 16th, 2021 - 5:15 PM

Park and Recreation

www.oelwein.fun

Call to Order: 5:35pm

Roll Call: Burkhart, Cantrell, Gearhart, Johnson, Jorgensen, Meska, Stasi, Taylor

Attending: Burkhart, Cantrell, Gearhart –by phone, Johnson, Jorgensen, Meska

Absent: Taylor

Approval of Minutes

- Consideration of a motion approving the minutes of the September 20th, 2021 meeting

Motion:	Meska	2 nd :	Gearhart
Aye:	All	Nay:	None

Recreation Update

Burkhart stated that fall sports have concluded and they held flag football at the high school field this year. Grades included 1-6 and there was positive feedback having games won weeknights and not weekends. Burkhart stated that kindergarten soccer and youth volleyball concluded. Burkhart stated that grades 1-2 dodgeball is occurring with older grades after the holidays. Burkhart stated that they would hold some upcoming clinics at the wellness center. Burkhart stated that the rec dept. received 44K in grant funding for COVID funding for operations. Burkhart stated they were finishing budget and CIP items. Burkhart stated that she is talking with Jaime Herring, as the school will be holding 7th & 8th bball programs at the middle school field. Burkhart stated that attendance is up at the wellness center and after school program is doing well too.

Tree Board Update

- Tree's Forever Planting October 14th

Last month Johnson hosted the monthly tree board meeting at the park shop as we went over our tree planting October 14th. The tree board did a phenomenal job planting trees this year as they planted 60 trees that day of varying species throughout the city. The park department had most the holes prepared after we called in locates for all locations. The board planted a variety of Hackberry, Tulip, Ironwood, White Oak, Red Bud, Aspen, Newport Plum trees. Johnson stated that Andrea Williams contacted him wanting to plant a couple of trees in memory of her father. Johnson had Williams plant two blaze maples in Redgate Park to replace trees lost in the tornado in 2020. Johnson stated that the low bid for this grant was Cannons Greenhouse and that Daryl donated six maples that were planted in various parks. Johnson stated that the board also selected the tree species for the next grant proposal for Trees Forever that would be for next fall. Johnson submitted his grant proposal to Trees Forever for another possible planting next year. Johnson stated that the board will be meeting again this month and plan their annual downtown tree trimming in early December

Trails Update

- Segment 1
- Segments 2& 3
- Trail Counts

Johnson finished and submitted the Federal Rec Trails grant proposal this past month, asking \$1.2 million for segments 2&4. Johnson stated that he proposed segments 2&3 to council for next year's construction season. Johnson stated that Bacon Const. has finished the dirt work along both new trail segments and seeded the areas. Johnson said that he recruited two more individuals for the trails committee that have experience writing grants that will be a tremendous help. Johnson stated that the contractor installed the handicap accessible drinking fountain at the aquatic facility. The contractor had a few panels that they had to replace due to people walking through the wet cement. Johnson stated that he received new mileage signs to put up along the new trail next spring. Johnson provided pictures of updated trail totals from July through October, which totaled more than 9,000 users in the three-month span.

Parks/Cemetery Update

Johnson stated that at the end of the season they cut down all the lilies and trimmed all the plants in the downtown streetscape to wrap up the season. Johnson stated that this is a large project every season that the employees did a great job finishing before winter layoff. Johnson stated that he sat in a zoom meeting with their quarterly meeting. Johnson stated that all the bathrooms have been winterized and closed off for the season. Johnson stated that all the welcome sign in the community were power sprayed once again which they completed every couple of years. Johnson stated that they finished the cleanup from the windstorm in August where several trees were lost once again. The aquatic facility has been winterized and equipment cleaned and put away for the season.

All the departments got their fire extinguishers in to be inspected and recharged if needed. At Woodlawn Cemetery, both departments helped pour headstone foundations. Then the employees poured a concrete pad for the Reeves memorial bench at the sports complex. After that, they poured a couple tee pads for the disc golf course at City Park. At the sports complex the parking lot was graded one last time for the season as well. Johnson stated that the new waterslide rule sign was ordered and received from Iowa Prison Industries in Anamosa. The parks employees worked on installing some anchors at Wings for some new basketball hoops to be installed at some point. Johnson showed some more storm damage to the board that has been cleaned up in parks and trails. Johnson stated that the Redgate bathrooms are completely finished and inspected. The parking area will be completed in the spring and road seal coated as well. Johnson stated that he had the cemetery employees complete some dirt work around the shelter and seed the area so that it will be ready in the spring. Johnson stated that they utilized the Cities road-patching machine to work on some of the roads in the parks and cemetery, which more will be done next season as well.

This month Johnson completed his continuing education courses for his pesticide applicator licenses. Johnson stated that these classes do provide some great updated statistics on lime disease, West Nile and ash borer spread among many other topics. Johnson had the cemetery employees burn some of the excess leaves at City Park while they were working on the disc golf course this past couple of weeks. Johnson stated that he is advertising for the park assistant position and has had very positive results with applications thus far. Johnson stated that the deadline is this Friday the 19th for applications to be submitted to City Hall. Johnson stated that trail sweep is never ending this time of year with the leaves constantly falling as they try to clear the trail at least once a week. Alliant Energy has placed a new

utility pole at City Park as a part of the electrical upgrades. This project was paid in part through a \$10k grant Johnson received through the Fayette County Community Foundation. Johnson stated that Irvine Electric did a great job and will be a much-needed upgrade for the Oelwein Celebration. Johnson stated that a 400-amp service was placed near the airplane area and two – 200 amp panels installed for vendors to utilize. Johnson stated that the project cost was \$24,850 total. The electrical project is complete at City Park as Johnson finished the final report for that grant and sent it in to the foundation.

Johnson stated that the cemetery employees were busy this week working on the disc golf course at City Park. The new disc golf course will be a dedicated 18-hole course mostly on the west side of City Park. Johnson stated that the course will be 18 complete dedicated holes that had regulation 5'x10' tee pads and Mach X baskets. This project is being funded by a grant through Rotary. Johnson provided the board with a picture of the layout once again

Motion to Approve Wings Park Shelter Grant Application

Motion:	Meska	2 nd :	Gearhart
Aye:	All	Nay:	None

Johnson provided the board with pictures and information regarding possible future shelter/bathroom facilities at Wings Park between Diamonds 1&2. Johnson stated that this is part of the approved park and rec master plan that the board agreed upon. Johnson stated that he found a similar project that he prefers to model the new facility after. Johnson stated that he is requesting approval to apply for a grant to complete the possible project. Johnson stated that the facilities that have been built there in the past years are not adequate to host large tournaments at the park and the recreation program would benefit greatly from such a project. Johnson stated that the exist bathroom and shelter would be replaced with a new structure. Johnson stated that the facility would include new electrical panels to control the lighting at diamond 3 and future diamond 2 lighting if funding presents itself.

Board Member Updates

Discussion was held about the future of the commission on attendance to regular meetings. Johnson provided the commission the attendance record for all members for the year 2021.

Adjournment: 6:10pm

Next Meeting: January 17th, 2022



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Tree Board Update:



TREE PLANTING



TREE PLANTING





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun



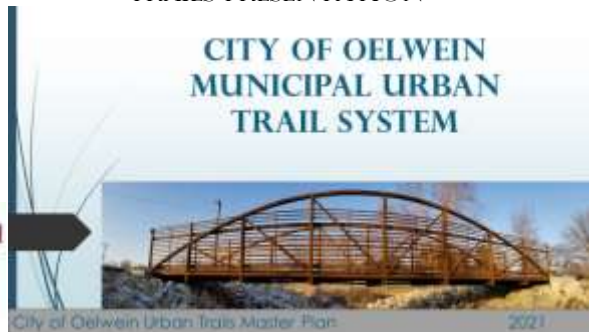
ANDREA WILLIAMS, BRAD BUNCE & CONNIE HAMILTON



Trails Update:

GRANT PROPOSAL

TRAILS PRESENTATION



TRAIL WORK





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

DRINKING FOUNTAIN



TRAILS



SWEEPING



SIGNAGE



TRAIL WORK

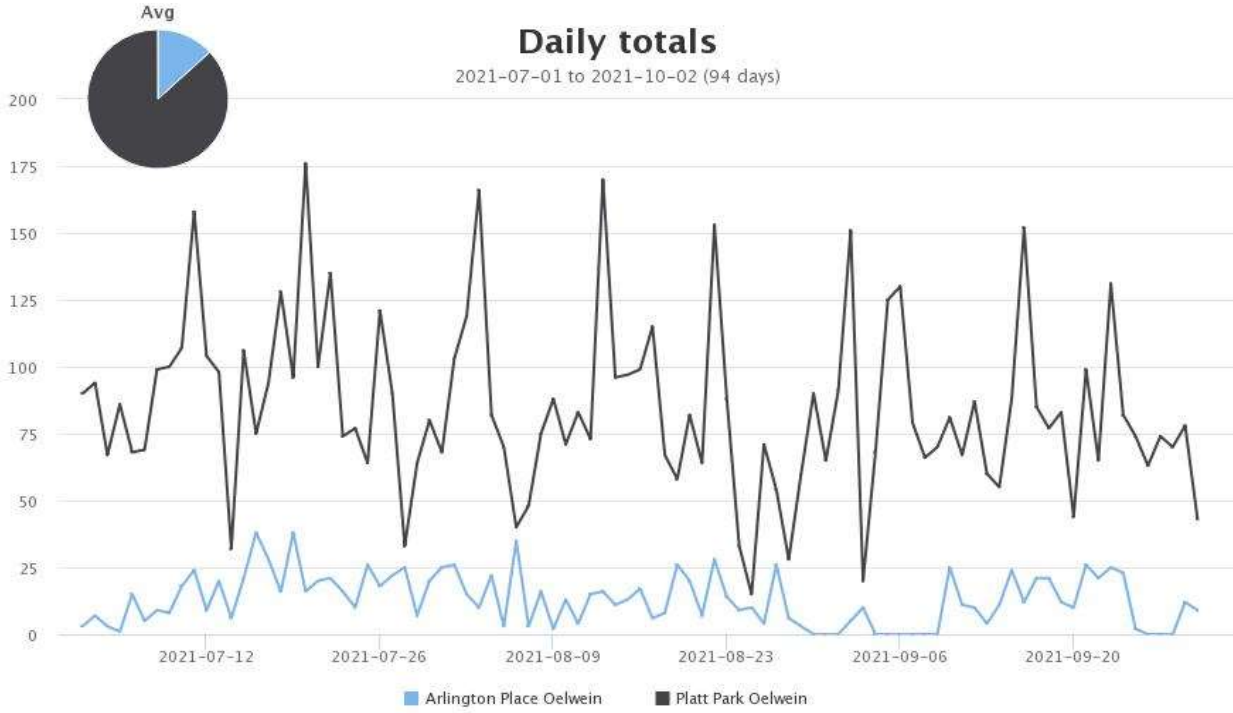


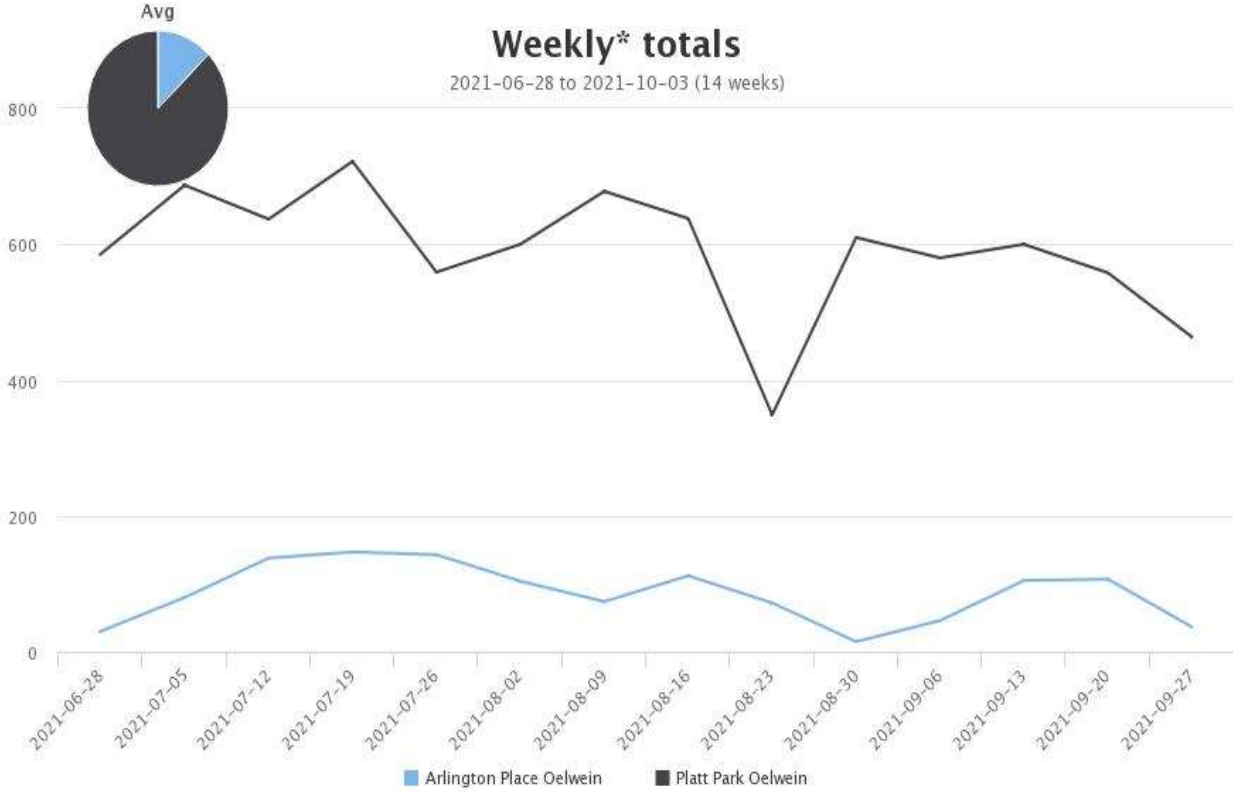


PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

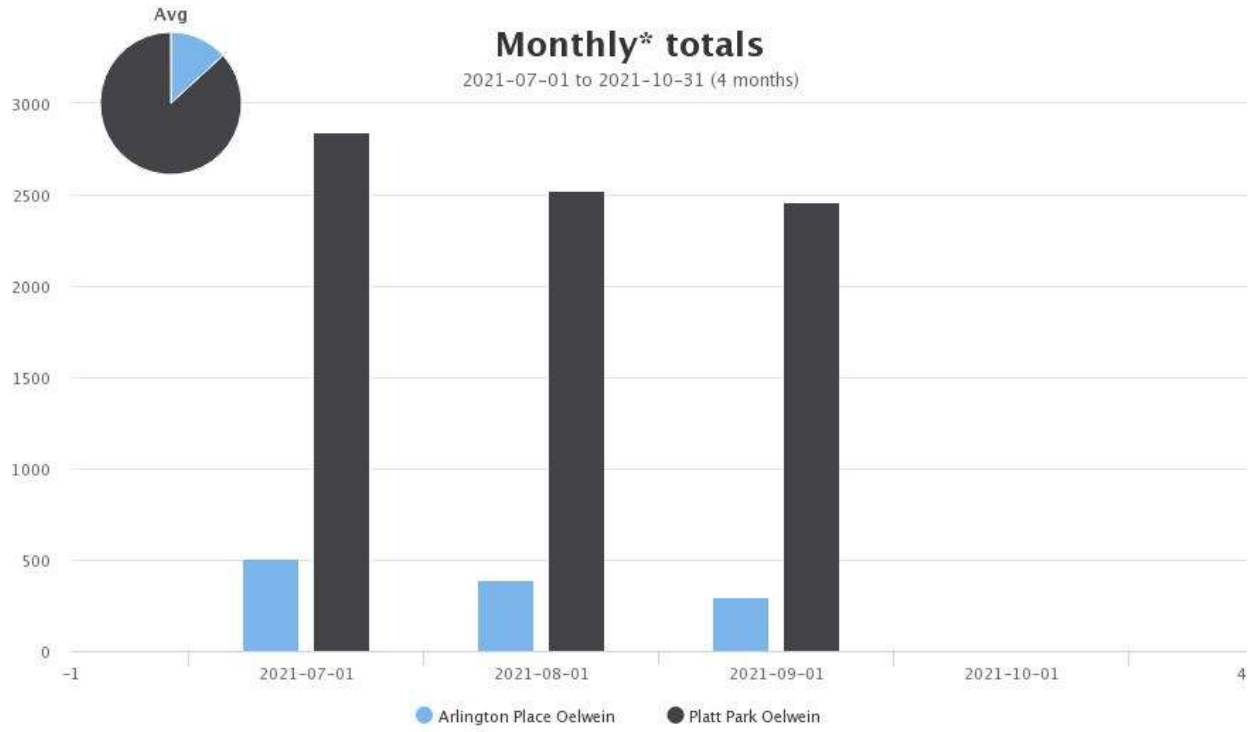




PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

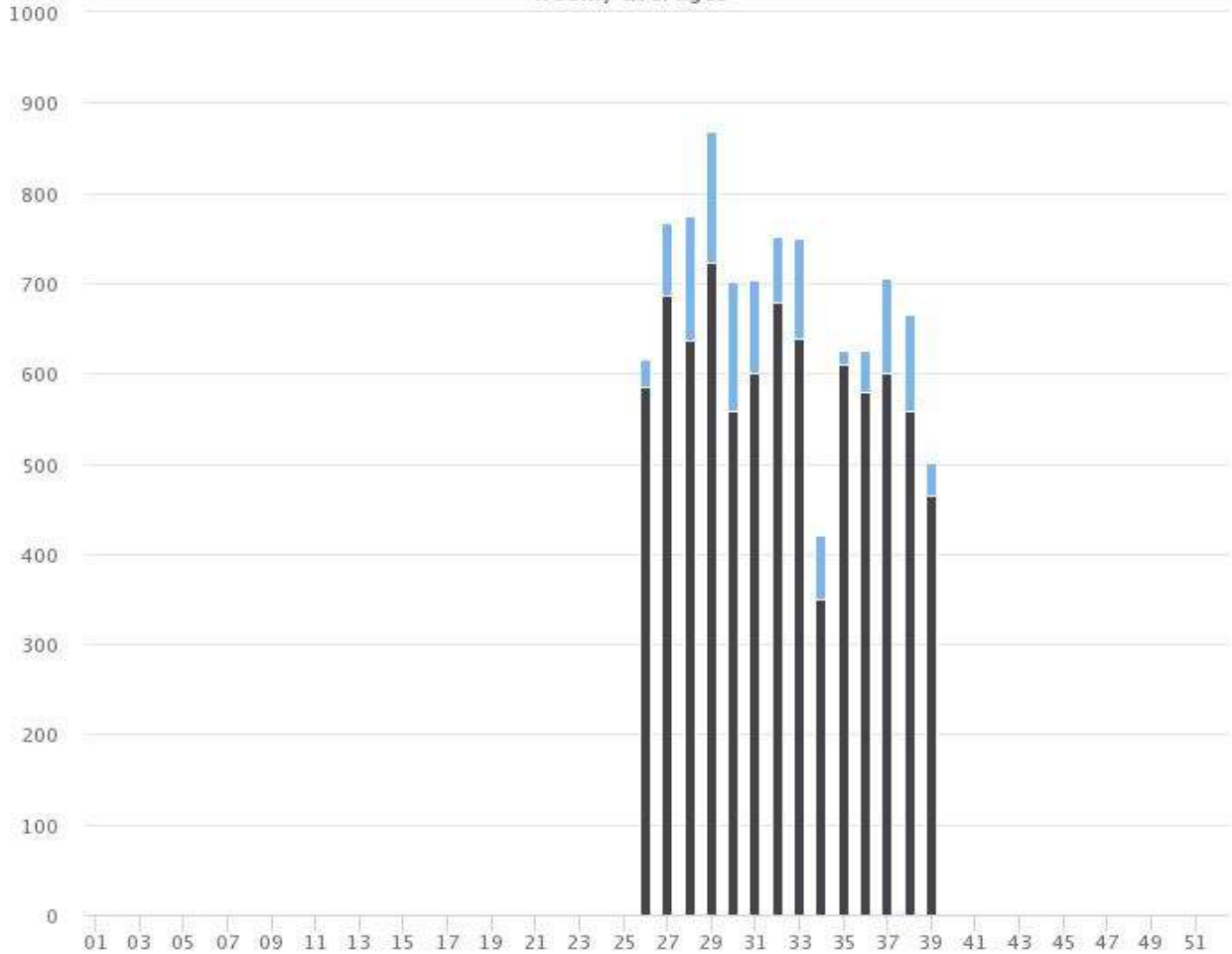
Park and Recreation

www.oelwein.fun

Weeks of the year

2021-07-01 to 2021-10-02

Weekly averages



Site Name	Average	Median	STDV	Min	Max
Arlington Place Oelwein	86.4	92.0	41.4	15.0	147.0
Platt Park Oelwein	590.5	600.0	91.0	349.0	722.0

2021 TRAIL TOTALS

Year	Site	Jul	Aug	Sep	Oct	Nov.	Dec.	ADT
2021	Arlington Place Oelwein	512	388	294				12.934
2021	Platt Park Oelwein	<u>2845</u>	<u>2523</u>	<u>2,458</u>				84.989
		3,357	2,911	2,752				

TRAIL USERS 9,020

OELWEIN POPULATION 5,920



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

DOWNTOWN



UPPER EXPLORERLAND

WINTERIZATION



WELCOME SIGNS



STORM CLEANUP

AQUATICS WINTERIZATION



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

EXTINGUISHERS



FOUNDATIONS



FOUNDATIONS



DISC GOLF



COMPLEX



NEW SIGNAGE



ANCHORS





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

JOB POSTING

TRAILS SWEEP



ELECTRICAL PANELS



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

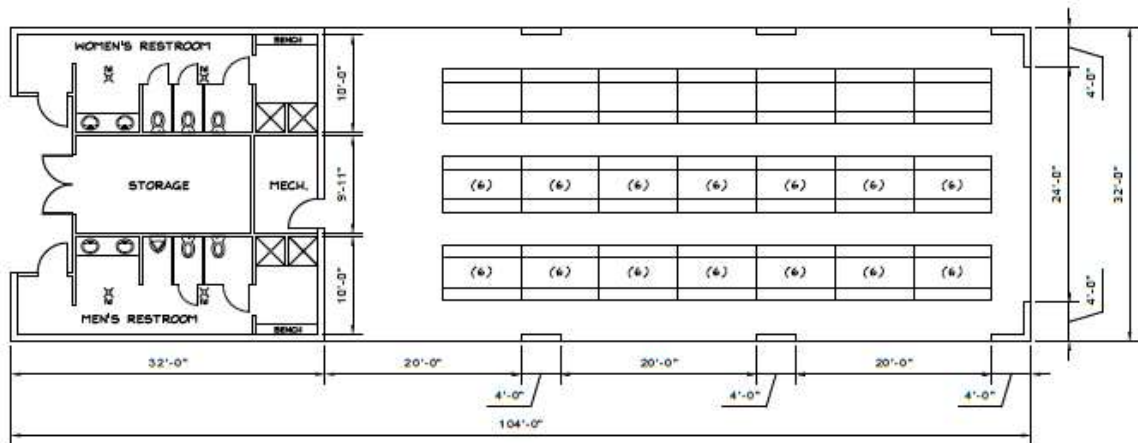
Park and Recreation

www.oelwein.fun



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun



FLOOR PLAN
SCALE: 1/8" = 1'-0"



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun



JOSHUA JOHNSON MA
OELWEIN PARK SUPERINTENDENT





To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 11/22/2021

Consent Agenda

1. Consideration of a motion to approve the minutes of the November 8, 2021 Council meeting
2. Consideration of a motion to approve the Claims Resolution in the amount of \$349,397.25
3. Consideration of a Class 'B' Ownership Update for Oelwein Chamber and Area Development
4. Consideration of a Class 'B' Beer Permit renewal for Oelwein Chamber and Area Development, Inc.
5. Consideration of a new Class 'E' Liquor and Sunday Sales permit for PMA Petroleum
6. Consideration of a new Cigarette/Tobacco Permit for PMA Petroleum LLC dba Super Mart

Ordinances

7. Consideration of an Ordinance granting to ITC MIDWEST LLC, a wholly owned subsidiary of ITC HOLDINGS CORP., its successors and assigns (the "Company"), the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City of Oelwein, Fayette County, Iowa, a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances, equipment and substations for the transmission of electric current and telecommunications along, under and upon the streets, avenues, alleys and public places in the City of Oelwein, Fayette County, Iowa; granting the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City of Oelwein, Fayette County, Iowa, for the period of twenty-five (25) years; and granting the right of eminent domain - Second Reading
 1. This allows ITC to operate within the City of Oelwein. Creating this ordinance is essential to work with ITC. With a franchise, the city would have to sell pole locations and pay for any change of pole locations. The City Administrator recommends approving the second reading.
8. Consideration of an Ordinance Establishing Boundaries for Designated Wards of the City of Oelwein - Second Reading
 1. The City Council is required to update their wards as we have a new census. This new map makes small changes from 2010. All population differences are within the amount allowed by the state. The City Administrator recommends approving the second reading.
9. Consideration of an Ordinance Amending Section 3-71, Section 3-73, Section 3-78, Section 3-79, Section 3-81 to Modify City Administrator and City Clerk Duties – First Reading



1. The City is updating their job titles and moving the City Admin/Clerk title to a stand alone Clerk. The current Deputy Clerk does all of the Clerk duties and much more. This will help define positions in City Hall and bring Oelwein into a system used by many communities. The City Administrator recommends approving the second reading.

Resolutions

10. Consideration of a Resolution to Set Public Hearing on Proposed Vacation and Sale of the Public Right-of-Way located in Oelwein's 6th Addition, Oelwein, Fayette County, Iowa
 1. This public hearing is to vacate the street known as Occo drive. This is preparing the city to sell the property. The City Administrator recommends approving the resolution.
11. Consideration of a Resolution Approving Elimination of Full-Time Firefighter Position
 1. Council received the Fire Department report Monday November 8 and discussed it with the consultant about changes that should be made to the fire department. Council discussed the report and did not bring up reservations or additional direction to the City Administrator. This change is needed as the city works to ensure this public service is provided most economically and efficiently. The City Administrator recommends approving the resolution.
12. Consideration of a Resolution Directing the Sale of the City's Interest in 15 5th Avenue SW and 17 5th Avenue SW, Oelwein, Fayette County, Iowa
 1. This sale was already completed, but the buy wants a lower price. City Council can decide on the price of the property.
13. Consideration of a Resolution Authorizing an Executive Agreement with AECOM for Engineering and Design Services for Oelwein Municipal Airport (OLZ) in association with the Airport Improvement Program
 1. Staff worked through two proposals and followed federal guidelines for an engineer at the airport. This is required as the city is part of the entitlement funds from the Federal Aviation Administration. The City Administrator has provided a memo to go into more detail. The City Administrator recommends approving the resolution.

Motions

14. Consideration of a motion to implement the Fire Department Transition Plan
 1. Approving this plan will allow the City Administrator to implement changes to the department based on the consultant report that council approved to ensure the city continues to provide fire protection. This will be a lot of work for staff, but outcomes will be positives. Current volunteer leadership is on board with all of the changes presented. The City Administrator recommends approving the transition plan.



15. Consideration of a motion authorizing the Mayor to sign a three year contract for Voice Over IP Phone System with Bergan KDV
 1. The City is working on a phone upgrade. The Current system from 2003 (I misquoted 1995 in another meeting) has reached its useful life. The new system will have many more features and should be more reliable. This is all part of a project to bring the network backbone of the city up to date. The City Administrator recommends approving Mitel Phones with Bergan KDV.
16. Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2020-2021 TIF Debt Outstanding
 1. This report is done annually and required to be submitted to the state. It reports our TIF and the debts associated with the programs. The City Administrator recommends approving the report.
17. Consideration of a motion authorizing signatures on Contract for Services Between the City of Oelwein and Upper Explorerland Regional Planning Commission re: Revolving Loan Fund
 1. The City has worked with Upper Explorerland to administer the revolving loan fund. This partnership works well for the city. The City Administrator recommends approving the contract.
18. Consideration of a motion authorizing signatures on Towing Services Contract with Midwest Collision Center, Inc.
 1. Chief Logan has provided a great write up on this agenda item. The City Administrator recommends approving the contract.