

CITY OF TONGANOXIE



May 2, 2022

7:00 Regular Meeting

City Council Chambers, 303 Bury Street, Tonganoxie, KS 66086

There may be an audio recording of the meeting which will be utilized to prepare the meeting minutes and the meeting may be broadcast on the City of Tonganoxie YouTube Channel

Honorable David Frese, Mayor

Council Members

Rocky Himpel

Jacob Dale

Loralee Stevens

Chris Donnelly

Jennifer McCutchen

**Open Regular Meeting – 7:00 p.m.**

**I. Pledge of Allegiance**

**II. Approval of Minutes** – Regular meeting dated April 18, 2022

**III. Consent Agenda**

- a) Review bill payments

**IV. Old Business**

**V. New Business**

- a) Consider Approval of Donation Request for 3 Season Passes for the Tonganoxie Water Park from the Tonganoxie USD 464 Education Foundation
- b) Consider Approval of Purchase and Outfitting for Three 2022 Chevrolet Tahoe Vehicles for the Police Department and Disposition of a 2013 Dodge Charger Vehicle
- c) Consider Approval of Purchase of SCADA Human Machine Interface Software and Computer System Upgrade
- d) Consider Approval of Purchase of Commodities necessary to Complete Business Park Water Line Installation Project
- e) Consider Approval of Quote to Remove Dead Trees from Locations in the City Right of Way
- f) Consider Approval for the 2022 Street Maintenance Plan
- g) Consider Approval of Employee Benefit Insurance Plan Renewals for 2022-2023 Plan Year
- h) City Manager Agenda
- i) City Attorney Agenda
- j) Mayor Pro Tem Agenda
- k) City Council Agenda
- l) Mayor Agenda
  - 1. Executive Session Pursuant to Attorney-Client Consultation Exception
  - 2. Consider Reappointment of Kenneth Moore as City Municipal Court Judge
  - 3. Consider Reappointment of Anna Krstulic as City Attorney

**VI. Adjourn**

Council Meeting Minutes  
April 18, 2022  
7:00 PM Meeting

**I. Pledge of Allegiance**

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese led the pledge of allegiance.
- Mayor Frese, Mr. Himpel, Mr. Dale, Ms. Stevens, Ms. McCutchen and Mr. Donnelly were present.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, City Attorney Anna Krstulic, Fire Chief John Zimbelman and Municipal Court Clerk Lindsay Huntington were present.

**II. Approval of Minutes – Regular meeting dated March 21, 2022**

- **Ms. McCutchen made a motion to approve minutes from the regular meeting dated March 21, 2022.**
- **Ms. Stevens seconded the motion.**
- **Vote of all ayes, motion carried.**

**III. Consent Agenda**

- a) Review bill payments
  - **Mr. Himpel made a motion to approve the consent agenda.**
  - **Mr. Dale seconded the motion.**
  - **Vote of all ayes, motion carried.**

**IV. Old Business**

**V. New Business**

- a) Tonganoxie High School Wrestling State Tournament Achievement Recognition.
  - Mayor Frese addressed Head Coach Brett Delich and several members of the Tonganoxie High School boys wrestling team and congratulated them on winning the State tournament. A plaque was presented to the coach and team and pictures were taken with the Mayor and Council members.
- b) Resolution 04-22-01 – Consider Agreement with GAS for Grant Administration Services Associated with EDA Project # 05-79-06151.
  - Mr. Brajkovic stated that with the level of detail in the reporting requirements for the EDA grant a third party would be necessary to preform the work.
  - Mr. Brajkovic proposed a contract with Western Consultants LLC for administration services.
  - **Mr. Donnelly made a motion to Approve Resolution 04-22-01 Approving and Authorizing the Execution of the Contract for Administration Services for the City of Tonganoxie, Kansas Economic Development Administration (EDA) Grant between the City of Tonganoxie, Kansas and Western Consultants LLC.**
  - **Mr. Himpel seconded the motion adding not to exceed \$24,950.00**
  - **Roll Call Vote of all ayes, motion carried.**
- c) Resolution 04-22-02 – Consider Agreement with Leavenworth County and the Cities of Lansing, Basehor, Leavenworth, and Tonganoxie, Kansas for the Regional Transportation Capital Improvement Plan Study.
  - Mr. Brajkovic introduced Mr. Greg Kaaz with Leavenworth County Port Authority to follow up on the proposed Leavenworth County Regional Transportation Study.
  - Mr. Kaaz stated the cost would start off at a limit of \$550,000 for the study and Tonganoxie’s commitment would be \$15,000.00.
  - **Mr. Himpel made a motion to approve Resolution 04-22-02 A Resolution Approving and Authorizing the Execution of the Contract for the Regional Transportation Capital Improvement Plan Study Among the Board of County**

**Commissioners of the County of Leavenworth, Kansas and the Cities of Lansing, Basehor, Leavenworth and Tonganoxie, Kansas.**

- **Ms. McCutchen seconded the motion.**
- **Roll Call Vote of all ayes, motion carried.**
  
- d) Consider Approval of Fire Station Carpet Replacement Expenditure.
  - Mr. Porter stated that Fire Chief John Zimbelman obtained several bids for the carpet replacement with the lowest from Midwest Carpet Center Enterprises LLC at \$3,220.00.
  - Mr. Porter also stated that the expense can be easily accommodated in both the Fire Equipment Fund and General Fund.
  - Chief Zimbelman stated the new carpet is a higher quality carpet that should last longer and to save cost they will be doing the furniture removal themselves.
  - **Mr. Donnelly made a motion to Authorize Expenditures Associated with the Fire Station Carpet Replacement project utilizing the services of Midwest Carpet Center Enterprises, LLC for an amount not to exceed \$3,220.00.**
  - **Ms. Stevens seconded the motion.**
  - **Roll Call Vote of all ayes, motion carried.**
  
- e) Consider Request for the City's Support for Business Loan Program Application by Isabel Troncoso.
  - Mr. Porter introduced Ms. Isabel Troncoso and her proposal which includes details about a business loan program through Grow Leavenworth County.
  - Ms. Troncoso stated that her proposal would be to merge different organizations in Tonganoxie through large scale marketing events. Ms. Troncoso is proposing to create something that is truly unique to Tonganoxie using Grants and stated that she has been in contact with several community organizations and businesses.
  - Mayor Frese requested that Ms. Troncoso get letters of recommendation from each of the organizations she has talked to stating they would like Ms. Troncoso to apply for the grant and work with them before the City would proceed.
  - Mr. Himpel stated that his concern is the funding has already been allocated for 2022 so this would need to be for the 2023 budget.
  
- f) City Manager Agenda
  - 1. March 2022 Financial Report
  - Mr. Porter shared the March 2022 financial report with the City Council.
  
- g) City Attorney Agenda
  
- h) Mayor Pro Tem Agenda
  - Mayor Pro Tem stated there will be a Planning and Zoning training on May 11, 2022 that he and two members of Planning and Zoning will be attending.
  
- i) City Council Agenda
  - Ms. Stevens reminded everyone that Saturday April 23<sup>rd</sup> is the Pet Health Day at the Fire Station from 2 to 4pm.
  
- j) Mayor Agenda
  - 1. Consider a Proclamation from the LVCO CASA Association for Proclaiming April 2022 as Child Abuse Prevention Month in the City of Tonganoxie.
  - Mayor Frese signed a proclamation proclaiming April 2022 as Child Abuse Prevention Month in the City of Tonganoxie.

2. Executive Session Pursuant to Attorney-Client Consultation Exception.
- **Mr. Donnelly moved that the City Council recess into executive session to obtain legal advice related to correspondence received from Unilock Chicago, Inc. pertaining to the Real Estate Contract of Sale between the City and Unilock, pursuant to the attorney-client consultation exception, K.S.A. 75-4319(b)(2). The executive session will include the City Attorney, City Manager, and Assistant City Manager. The open meeting will resume in the City Council chamber 8:14pm.**
  - **Mr. Dale seconded the motion.**  
**Vote of all ayes, motion carried.**  
...
  - **Mayor Frese resumed the meeting at 8:14 p.m. and noted that no binding action was taken in executive session.**

**VI. Adjourn**

- **Mr. Dale made a motion to adjourn the meeting.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 8:16 p.m.**

Respectfully submitted,

*Lindsay Huntington*

Lindsay Huntington, Municipal Court Clerk



City of Tonganoxie, KS

# My Check Report

By Check Number

Date Range: 04/15/2022 - 04/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
1288	FRATERNAL ORDER OF POLICE LEGAL PLAN, INC	04/15/2022	Regular	0	68	49946
1301	ACTION TARGET	04/15/2022	Regular	0	127.41	49947
0038	B & W FIRE LLC	04/15/2022	Regular	0	917.35	49948
1083	Bay Bridge Administrators, LLC FSA	04/15/2022	Regular	0	1033.33	49949
0051	BG CONSULTANTS INC	04/15/2022	Regular	0	26426.5	49950
0070	BROTHER' S MARKET	04/15/2022	Regular	0	126.56	49951
0111	COLEMAN EQUIPMENT INC	04/15/2022	Regular	0	239.75	49952
0813	FREESTATE ELECTRIC COOPERATIVE	04/15/2022	Regular	0	1950	49953
0809	FREESTATE ELECTRIC COOPERATIVE INC	04/15/2022	Regular	0	1825.96	49954
0216	GOULD EVANS PC	04/15/2022	Regular	0	1610	49955
0224	HAMM QUARRIES & LANDFILL	04/15/2022	Regular	0	303.6	49956
0059	Kansas City Board of Public Utilities	04/15/2022	Regular	0	28072.97	49957
0352	KDHE-BUREAU OF WATER	04/15/2022	Regular	0	185	49958
0397	LEAGUE OF KANSAS MUNICIPALITIE	04/15/2022	Regular	0	50	49959
0397	LEAGUE OF KANSAS MUNICIPALITIE	04/15/2022	Regular	0	75	49960
0397	LEAGUE OF KANSAS MUNICIPALITIE	04/15/2022	Regular	0	75	49961
0397	LEAGUE OF KANSAS MUNICIPALITIE	04/15/2022	Regular	0	75	49962
0426	LEAVENWORTH COUNTY SHERIFF OFFICE	04/15/2022	Regular	0	385	49963
0414	LINK LITE NETWORKING, INC.	04/15/2022	Regular	0	2533.48	49964
0414	LINK LITE NETWORKING, INC.	04/15/2022	Regular	0	1025	49965
0857	MIDCONTINENT COMMUNICATIONS	04/15/2022	Regular	0	298.79	49966
0857	MIDCONTINENT COMMUNICATIONS	04/15/2022	Regular	0	150.34	49967
0469	MR. TIRE	04/15/2022	Regular	0	180.03	49968
1300	OFFICE OF ACCOUNTS AND REPORTS	04/15/2022	Regular	0	75	49969
1297	OJ DUPREE COMPANY	04/15/2022	Regular	0	5624	49970
0542	QUILL	04/15/2022	Regular	0	69.98	49971
0542	QUILL	04/15/2022	Regular	0	281.85	49972
0859	RED FUEL REPAIR, LLC	04/15/2022	Regular	0	305	49973
0555	RICOH USA, INC.	04/15/2022	Regular	0	473.54	49974
0579	SECURITY BENEFIT - 457	04/15/2022	Regular	0	4734.09	49975
0594	SMITHEREEN PEST CONTROL	04/15/2022	Regular	0	103	49976
1068	Stinson LLP	04/15/2022	Regular	0	14087.22	49977
0628	TODD'S TIRE, LLC	04/15/2022	Regular	0	18	49978
0641	TYLER TECHNOLOGIES	04/15/2022	Regular	0	3360	49979
0641	TYLER TECHNOLOGIES	04/15/2022	Regular	0	4272.5	49980
1261	AT&T MOBILITY II LLC	04/22/2022	Regular	0	81.15	49981
0056	BLUE CROSS AND BLUE SHIELD	04/22/2022	Regular	0	40707.42	49982
0098	CITY OF BASEHOR	04/22/2022	Regular	0	1100	49983
0964	KDOR - MISC TAX	04/22/2022	Regular	0	1695.45	49984
0911	KRANZ OF KANSAS CITY	04/22/2022	Regular	0	251.29	49985
0857	MIDCONTINENT COMMUNICATIONS	04/22/2022	Regular	0	259.08	49986
0857	MIDCONTINENT COMMUNICATIONS	04/22/2022	Regular	0	279.08	49987
0542	QUILL	04/22/2022	Regular	0	124.97	49988
0542	QUILL	04/22/2022	Regular	0	8.38	49989
0542	QUILL	04/22/2022	Regular	0	30.37	49990
0641	TYLER TECHNOLOGIES	04/22/2022	Regular	0	5000	49991

My Check Report

Date Range: 04/15/2022 - 04/29/2022

<b>Vendor Number</b> 1259	<b>Vendor Name</b> WC DEVELOPMENT LLC	<b>Payment Date</b> 04/22/2022	<b>Payment Type</b> Regular	<b>Discount Amount</b> 0	<b>Payment Amount</b> 100000	<b>Number</b> 49992
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Bank Code AP Bank Summary

	<b>Payable</b>	<b>Payment</b>		
<b>Payment Type</b>	<b>Count</b>	<b>Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	54	47	0.00	250,675.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>54</b>	<b>47</b>	<b>0.00</b>	<b>250,675.44</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	54	47	0.00	250,675.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>54</b>	<b>47</b>	<b>0.00</b>	<b>250,675.44</b>

### Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	4/2022	250675.44
			<b>250675.44</b>



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Request to Waive Fee for 3 Family Season Passes for USD 464 Education Foundation

**DISCUSSION:**

The USD 464 Education Foundation requested that the City Council consider donating three, 2022 family season passes to the Tonganoxie Water Park for use in a raffle for the Teacher Appreciation Meals and Raffles that will take place on May 10, 2022. In order to provide the complimentary pass for use in the fundraiser, the City Council would be required to waive the \$150 fee for each of three passes, which totals \$450, and authorize the donation to the USD 464 Education Foundation.

**ACTION NEEDED:**

Make a motion to waive the \$450 Tonganoxie Water Park resident family season pass fee for three passes to be donated to the USD 464 Education Foundation for use at an upcoming raffle event.

**ATTACHMENTS:**

Letter requesting donation from USD 464 Education Foundation

**cc:** George Brajkovic, City Manager





April 28, 2022

USD 464 Education Foundation Inc.  
330 E. Hwy 24-40  
Tonganoxie, KS 66086  
EIN# 481196251

To Whom It May Concern:

Thank you for considering a donation to our Foundation. The USD 464 Education Foundation Inc. prides itself on bettering the entire Tonganoxie school district by contributing generously to teacher grants and student scholarships each year. We work to build a strong learning environment for all of our students at each grade level. Teacher and staff support is very important and we show this through not only our bi-annual grants, but also through our Teacher Hall of Fame inductions each year. Our goal is to continue to grow and reach out even further into our district to strengthen our community.

We plan to specifically use your contribution for our bi-monthly Teacher Appreciation Meals and Raffles. The next event date will take place on May 10. We believe having a supportive and open communication environment creates a culture where teachers can teach to their fullest potential, which allows students to learn at their fullest potential. It is no secret that the last year and a half has proven to be challenging for teachers, and we hope that providing a bi-monthly meal and raffle helps to strengthen their spirits, while also providing a token of our appreciation for their hard work.

USD 464 Education Foundation is a 501(c) 3 not for profit organization.

Thank you for your consideration,

Lisa Balmer  
Board Member

913-909-1808  
Lisabalmer5@gmail.com

**Tonganoxie District Office**  
330 E. Highway 24/40  
Tonganoxie, KS 66086  
Phone: (913) 416-1400  
Fax: (913) 416-1408

**Tonganoxie High School**  
404 E. Highway 24/40  
Tonganoxie, KS 66086  
Phone: (913) 416-1460  
East Fax: (913) 416-1468  
West Fax: (913) 416-1469

**Tonganoxie Middle School**  
824 Washington Street  
Tonganoxie, KS 66086  
Phone: (913) 416-1470  
Fax: (913) 416-1478

**Tonganoxie Elementary School**  
1180 S. East Street  
Tonganoxie, KS 66086  
Phone: (913) 416-1480  
Fax: (913) 416-1488

*Equal Opportunity Employer*



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Greg Lawson, Police Chief  
**SUBJECT:** -Request for Approval to Purchase Three 2022 Chevrolet Tahoe Vehicles, associated “outfit” hardware, and police graphics  
-Request to sell 2013 Dodge Charger and miscellaneous police vehicle hardware

**DISCUSSION:**

The Police Department is requesting approval to purchase three vehicles according to the prioritized initiatives included in the City’s 2022 annual budget, which was adopted by City Council in September 2021. The total cost of the three Chevrolet Tahoe vehicles are less than the budget allocation (\$120,000.00) estimated during the budget development process in the summer of 2021. It is anticipated that the vehicle has a 1-2-week delivery lead time. The quote listed below is a sole source procurement as it was received through a State cooperative procurement process contract pricing.

2022 Chevrolet Tahoe SUV

Roberts Chevrolet \$38,972.00 + \$310 one-time charge for associated fees  
Quantity – 3  
Total Cost for Vehicle Purchase – \$117,226.00

Once the vehicles are delivered the City will need to complete the additional procurement of outfitting and equipping the vehicles. Kage Manufacturing LLC estimates this cost at \$5850.00 per vehicle, with an additional \$300.00 cost per vehicle for graphics. In total the cost to fully outfit all three vehicles is \$18,450.00.

There is outdated equipment (i.e. lightbars, consoles, miscellaneous components) currently stockpiled that has been removed from old police vehicles. This equipment is not compatible with the newly purchased units. The Department would like to sell these used items on Purple Wave and the proceeds would be deposited in the Police Equipment Fund to help offset the cost of new purchases.

Lastly, the Department would like to sell the oldest Dodge Charger in the fleet; specifically, this is a 2013 model with over 100,000 miles traveled. This vehicle would be posted on Purple Wave following the Council’s approval of the disposition.

**BUDGET IMPACT:**

**Vehicles:** This purchase was planned in the 2022 budget to be completed with up to \$120,000 from the City General Fund, with any remaining cost of the vehicle and the cost of equipping the vehicles with lights, sirens, and other equipment to be paid from the Police Equipment Fund. Both funding sources have enough available fund balance to make the purchase and meet other budgeted obligations in 2022.

The budgeted General Fund expenditure of \$120,000.00 will result in a remaining \$15,776.00 cost being paid from the Equipment Fund to fully “outfit” the three vehicles.

The funds generated from the 2013 Dodge Charger sale (and miscellaneous police equipment removed from old vehicles) will be deposited into the Police Equipment Fund.

**ACTION(S) NEEDED:**

1. Make a motion to authorize staff to purchase three 2022 Chevrolet Tahoe Vehicles from Roberts Chevrolet Automotive, and to equip said vehicles through Kage Manufacturing LLC, in an amount not to exceed \$120,000.00.
2. Make a motion that authorizes staff to outfit three 2022 Chevrolet Tahoe Vehicles, via Kage Manufacturing LLC not to exceed \$15,366.00 from the Police Equipment Fund.
3. Make a motion that authorizes staff to sell used police vehicle equipment, as well as the Department's 2013 Dodge Charger on Purple Wave.

**ATTACHMENTS:**

Tahoe Invoices

Kage manufacturing quotes

Photos of used equipment for-sale

Photos and maintenance records associated with used police Charger vehicle

**cc:** George Brajkovic, City Manager  
Dan Porter, Assistant City Manager



**CLAY COUNTY**  
PURCHASING DEPARTMENT  
**RENEWAL AGREEMENT**

RENEWAL NO:	77-20-1	PHONE NO:	816-407-3630
OFFICIAL ACTION NO:	2020-251	FAX NO:	816-407-3641
TITLE:	MACPP 2021 MODEL YEAR METRO VEHICLE BID		
ISSUE DATE:	10/2/2020	EMAIL:	PURCHASING@CLAYCOUNTYMO.GOV

TO:	ROBERTS CHEVROLET BUICK
	DEAN J. MEIER
	1600 EAST PRAIRIE VIEW ROAD
	PLATTE CITY, MISSOURI 64079
PHONE:	816.858.3200
E-MAIL:	FLEET@ROBERTSCB.COM

RETURN RENEWAL AGREEMENT BY E-MAIL, FAX, OR MAIL/COURIER:

SCAN AND E-MAIL TO:	PURCHASING@CLAYCOUNTYMO.GOV
FAX TO:	(816) 407-3641
US MAIL /DELIVER TO:	CLAY COUNTY ~PURCHASING DEPARTMENT COUNTY COMMISSION RECEPTION DESK, 3 <sup>rd</sup> FLOOR 1 COURTHOUSE SQUARE LIBERTY, MO 64068
COURIER/DELIVER TO:	CLAY COUNTY ~ PURCHASING DEPARTMENT 16 W. FRANKLIN, SUITE B LIBERTY, MO 64068

DELIVER SUPPLIES/SERVICES/INVOICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

COUNTYWIDE  
CLAY COUNTY ADMINISTRATION BUILDING  
1 COURTHOUSE SQUARE  
LIBERTY, MO 64068

SIGNATURE REQUIRED

Roberts Chevrolet Buick	Dean J Meier	Fleet Manager	
Company Name	Authorized Representative (Print)	Title	
1600 E Prairie View Road PO Box 470		Authorized Signature	
Street Address	Platte	11/09/2020	43-1852858
City/State/Zip	County	Date	Company Tax ID No.
816-858-3200	816-858-3055	fleet@robortscb.com	
Telephone No.	Facsimile No.	E-Mail	
<input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> IRS Tax-Exempt			
Vendor Tax Filing Type with IRS (Check One)			

**AGREEMENT TITLE: MACPP 2021 MODEL YEAR METRO VEHICLE BID**

**AGREEMENT PERIOD: November 21, 2020 to November 20, 2021**

Clay County hereby exercises its option to renew the above referenced Agreement for the first of four possible renewals unless either party notifies the other of intent not to renew, modify or alter terms of the Agreement. Notifications must be in writing within a minimum of 30 days prior to the end of an annual renewal period.

The Vendor shall indicate on the pricing table provided the firm, fixed prices for the above Agreement period.

Vendors MUST meet the Minimum Standard Specification of every item listed in the Standard Vehicle portion of the Detailed Specifications of Exhibit A for all vehicles bid. If Minimum Standard Specifications cannot be met, Vendor shall note such exceptions in Exhibit A. If Make/Model has additional Standard Equipment not listed in Minimum Standard Specifications, Vendor must list Equipment and Manufacturer’s Codes for all additional Standard Equipment not listed using a separate sheet noting Item Number, Group Number, Equipment Description, and Manufacturer Code(s). Vendor shall supply an available options sheet for every vehicle bid, including any Manufacturer Codes and pricing that reflects requested MSRP discount from Exhibit A; Table 5. Such options will generally be considered “OEM” (original equipment manufacturer), but may be from other suppliers that the OEM may utilize and/or may be considered part of the OEM’s standard line of products for the vehicle involved. The options would normally be readily available from the “factory” when the OEM is building the vehicle and would normally be expected to be listed in the OEM’s offering of options.

**EXHIBIT A: RENEWAL PRICING TABLE**

ITEM NO.	GROUP NO.	VEHICLE TYPE	VEHICLE MAKE	VEHICLE MODEL	QTY.	BASE PRICE INCLUDING STANDARD OPTIONS
	<b>1</b>	<b>Group No. 1 Minimum Specifications for All Heavy Duty Trucks are as Follows:</b> Driver Air Bag, Arm Rests – All Doors, Factory Air Conditioning, Factory Auxiliary 12 Volt Outlet, Factory Power Steering, Factory Cruise Control and Tilt Wheel, Heavy Duty Increased Cooling System, 12 Volt Electrical System, Rubber Floor Covering, Gauges – Oil, Amp, Temperature, Fuel Minimum, Tinted Windows – All, Full Length Factory Headliner, Electric Horns, Day/Night Inside Mirror, AM/FM Factory Radio, Spare Tire and Wheel, Same Size as Vehicle Tires, Dual Sun Visors, Intermittent Wipers.				
<b>1</b>	<b>1</b>	Full Size Van Cutaway Cab & Chassis	Chevrolet	G Cutaway Chassis	ea.	\$ 21,891.00
<b>2</b>	<b>1</b>	1-Ton Cab & Chassis	Chevrolet	Silverado C & C	ea.	\$ 25,337.00
<b>3</b>	<b>1</b>	15,000 GVWR Cab & Chassis	Chevrolet	Silverado C & C	ea.	\$ 40,393.00
<b>4</b>	<b>1</b>	17,500 GVWR Cab & Chassis	Chevrolet	Silverado C & C	ea.	\$ 39,982.00
<b>5</b>	<b>1</b>	21,000 GVRW Cab & Chassis	Chevrolet	Silverado C & C	ea.	\$ 42,283.00
	<b>2</b>	<b>Group No. 2 Minimum Specifications for ALL Sedans are as Follows:</b> Body Style - 4 Door Sedan: Driver and Passenger Air Bags, Factory Air Conditioning, Factory Arm Rests, 4 Door Sedan Body, Factory Power Anti-Lock Brakes, Factory Power Steering, Factory Power Windows, Factory Power Door Locks, Factory Cruise Control and Tilt Wheel, Dual Sun Visors, Factory Intermittent Wipers, Standard Spare Tire for Model, 4 Radial Tires, 4 Each Alloy Wheels, Rear Defroster, Front and Rear Floor Mats, Tinted Windows-All, Latching Glove Box, Inside Day/Night Mirror, Outside Dual Mirrors Controlled on Drivers Side, Dual Sun Visors, Standard Suspension for Model Bid, Factory AM/FM Radio, Auxiliary Power Outlet, Maintenance Free Battery, Alternator per Model Bid, Floor Covering – Carpet Front and Rear, Battery per Model Bid, Transmission-Automatic Standard for Model Bid, Minimum 4 Cylinder.				
<b>10</b>	<b>2</b>	Subcompact Sedan (88.5 Cu. Ft. Minimum) Passenger Volume	Sonic no longer built		ea.	\$ N/A
<b>12</b>	<b>2</b>	Mid-Size Sedan – Front Wheel Drive (97.0 Cu. Ft. Min) Passenger Volume	Chevrolet	Malibu	ea.	\$17,592.00

## EXHIBIT A, continued

RENEWAL PRICING TABLE 1: REQUIRED PRICING

ITEM NO.	GROUP NO.	VEHICLE TYPE	VEHICLE MAKE	VEHICLE MODEL	QTY	BASE PRICE INCLUDING STANDARD OPTIONS
	<b>3</b>	<b>Group No. 3 Minimum Specifications for ALL Utility Vehicles are as Follows:</b> Driver and Passenger Air Bags, Factory Air Conditioning, Factory Arm Rests, Auxiliary Outlet, Factory Power Anti-Lock Brakes, Front and Rear Bumpers, Rear Defroster, Factory Power Door Locks, Carpet Floor Covering Front and Rear, Four Wheel Drive 4X4, Tinted Windows-All, Inside Day/Night Mirror, Outside Mirrors-Low Mount Both Sides, Factory AM/FM Radio, Seats-Standard for Model Bid, Standard Spare Tire for Model, Factory Power Steering, Factory Power Windows, Factory Cruise Control and Tilt Wheel, Dual Sun Visors, Factory Intermittent Wipers, Front and Rear Floor Mats, Latching Glove Box, Standard Suspension for Model Bid, Auxiliary Power Outlet, Floor Covering – Carpet Front and Rear, Tires - Steel Belted Radial, BSW, All Season, Bumpers Front and Rear, Instrumentation Gauges -Standard per Model Bid. Automatic Transmission - Standard Per Model Bid, Standard Front and Rear Axles for Model Bid.				
15	3	Sub-Compact Utility Vehicle 4X4, Engine; 4 Cylinder Minimum	Chevrolet Chevrolet	AWD Trax AWD Equinox	ea.	\$ 20,846.00 \$ 22,293.00
17	3	Full Size Utility Vehicle 4X4, Engine; 8 Cylinder Minimum	Chevrolet Chevrolet	AWD Traverse Tahoe 4X4	ea.	\$ 26,628.00 \$ 40,871.00
18	3	Large Size Utility Vehicle 4X4, Engine; 8 Cylinder Minimum	Chevrolet	Suburban 4X4	ea.	\$ 43,372.00
	<b>4</b>	<b>Group No. 4 Minimum Specifications for ALL Pickup Trucks are as Follows:</b> Cab "A" - 2 Door, Driver and Passenger Air Bags, Factory Air Conditioning, Factory Arm Rests, Factory Power Anti-Lock Brakes, Front and Rear Bumpers Standard for Model, Factory Power Steering, Factory Power Windows, Factory Power Door Locks, Factory Cruise Control and Tilt Wheel, Dual Sun Visors, Factory Intermittent Wipers, Standard Spare Tire for Model, 4 Radial Tires, Rear Defroster, Front and Rear Floor Mats, Glove Box, Inside Day/Night Mirror, Outside Mirrors, Left and Right Sides - Standard for Model Bid, Dual Sun Visors, Standard Suspension for Model Bid, Factory AM/FM Radio, Auxiliary Power Outlet, Rubber/Vinyl Floor Covering Front and Rear, Maintenance Free Battery, Alternator, Headliner Factory Installed, Glass-Tinted Windows, Cab Dome Light Factory, Seat - Full Depth Foam, Vinyl, Bench, Hinged Back , 12 Volt Electrical System, Cab Dome Light-Factory, 4X2 - Two Wheel Drive Standard, Standard Automatic Transmission for Model Bid, Standard Radiator for Model Bid, Cooling System Standard for Model Bid, Front and Rear Axles Standard to Model Bid, Standard Wheelbase for Model Bid.				
21	4	Pickup, ½ Ton, Cab "A", 4x2	Chevrolet	Silverado 1500	ea.	\$ 19,619.00
22	4	Pickup, ¾ Ton, Cab "A", 4x2	Chevrolet	Silverado 2500	ea.	\$ 26,268.00
23	4	Pickup, 1 Ton, Cab "A", 4x2	Chevrolet	Silverado 3500	ea.	\$ 27,377.00
25	4	Midsize Pickup, 4x2, State Cab: <u>B</u> , State Wheel Drive: <u>4X2</u>	Chevrolet	Colorado	ea.	\$ 21,295.00
26	4	Pickup, ½ Ton, State Cab: <u>B</u> , State Wheel Drive: <u>4X2</u>	Chevrolet	Silverado 1500	ea.	\$ 19,998.00
27	4	Pickup, ¾ Ton, State Cab: <u>B</u> , State Wheel Drive: <u>4X2</u>	Chevrolet	Silverado 2500	ea.	\$ 26,342.00
28	4	Pickup, 1 Ton, State Cab: <u>b</u> , State Wheel Drive: <u>4x2</u>	Chevrolet	Silverado 3500	ea.	\$ 27,614.00

## EXHIBIT A, continued

RENEWAL PRICING TABLE 1: REQUIRED PRICING

ITEM NO.	GROUP NO.	VEHICLE TYPE	VEHICLE MAKE	VEHICLE MODEL	QTY	BASE PRICE INCLUDING STANDARD OPTIONS
	5	<b>Group No. 5 Minimum Specifications for ALL Vans are as Follows:</b> Driver and Passenger Air Bags, Factory Air Conditioning, Factory Arm Rests, Factory Power Anti-Lock Brakes, Factory Power Steering, Factory Power Windows - All Side Doors, Factory Power Door Locks, Factory Cruise Control and Tilt Wheel, Dual Sun Visors, Factory Intermittent Wipers, Standard Spare Tire for Model, 4 Radial Tires, Latching Glove Box, Inside Day/Night Mirror, Outside Standard Suspension for Model Bid, Factory AM/FM Radio, Auxiliary Power Outlet, Rubber Floor Covering Front and Rear, Maintenance Free Battery, Alternator Standard per Model Bid, Heater - Standard for Model Bid, Radiator - Standard for Model Bid, Transmission - Standard for Model Bid, Fuel Tank-Standard for Model Bid, Headliner - Standard per Model Bid, Heater Standard per Model Bid, Outside Mirrors - Standard per Model Bid.				
31	5	Full Size Van, ¾ Ton, Cargo	Chevrolet	Express 2500	ea.	\$ 21,592.00
32	5	Full Size Van, 1 Ton, Cargo	Chevrolet	Express 3500	ea.	\$ 23,989.00
33	5	Full Size Van, Window, Passenger	Chevrolet	Express 2500	ea.	\$ 24,651.00
	6	<b>Group No. 6 Minimum Specifications for ALL Police Vehicles are as Follows:</b> Dual Front Air Bags, Factory Air Conditioning, Arm Rests, Auxiliary Outlet 12V Factory Installed, 4 Wheel Disc Power Brakes, Anti-Locking Brakes, Power Door Locks (All Doors), Deactivate Door Jam Switch for Interior Lights, Dual Exhaust, Exterior, Non-Street Appearance, Floor Covering – Heavy Duty Vinyl Front & Rear (No Carpeting), Gauges Required, Glass – Tinted (All Windows), Dual Horns Required, Key-Each Vehicle Keyed Individually (3 Keys per Vehicle), Lights – Auxiliary Dome Light Header Mounted, Under Hood Light, Luggage Compartment Lamp, Inside Day/Night Mirror, Radiator – Heavy Duty Cooling Package, Factory AM/FM Radio with Digital Clock, Conventional Spare Tire and Wheel, Speedometer Calibrated in 2 MPH Increments, Spot Light mounted 6 IN on Left Side, Power Steering, Steering – Cruise and Tilt Factory Installed, Dual Sun Visors, Trunk Opener – Electric or Vacuum on Dash to Activate, Full Wheel Covers, Power Windows – All, Intermittent Wipers, Wiring – Auxiliary Fuse Block with 6 Fused Circuits, Suspension – Standard for Model Bid.				
35	6	Chevrolet Tahoe Police Patrol or Pursuit Vehicle	Chevrolet	Tahoe 4X4 Pursuit	ea.	\$ 37,957.00
39	6	Police Pursuit or Patrol Vehicle (All Models not otherwise indicated)	Chevrolet	Tahoe 2X4 Pursuit	ea.	\$ 35,203.00
	7	<b>Group No. 7 Minimum Specifications for ALL Special Service Utility Vehicles are as Follows:</b> Driver and Passenger Air Bags, Factory Air Conditioning, Arm Rest –All Doors, Factory Installed Auxiliary Outlet 12V., Power ABS Brakes, Front and Rear Bumpers, Factory Rear Window Defroster, Factory Power Door Locks – All Doors, 4X4 Drive Package, Vinyl Floor Covering, Minimum of Fuel, Amp and Oil Pressure Gauges, Tinted Windows – All Windows, Day/Night Interior Mirror, Outside Mirrors – Low Mount Both Sides, Factory Installed AM/FM Radio, Spare Tire and Wheel – Conventional, Power Steering, Factory Tilt and Cruise on the Steering Wheel , Dual Sun Visors, Factory Installed Power Windows – All Doors, Intermittent Wipers.				
43	7	Special Services Utility Vehicle	Chevrolet	Tahoe 4X4 SSV	ea.	\$ 36,247.00
44	7	Special Services Utility Vehicle (½ Ton Pickup or Equal)	Chevrolet	Silverado 4X4 SSV	ea.	\$ 28,474.00

## EXHIBIT A, continued

**RENEWAL PRICING TABLE 2: OTHER REQUIRED PRICING**

The Vendor must state below all other applicable costs necessary to satisfy the mandatory requirements of the original IFB. Unless stated in Exhibit A, the County shall assume that absolutely no other fees or delivery charges, including upgrade fees, will be assessed to the County whatsoever in connection with the MACPP 2021 Model Year Metro Vehicle Bid herein and to satisfy the original IFB requirements.

DESCRIPTION / COMMENTS	UNIT OF MEASURE	UNIT PRICE
Delivery Price	Per Mile	.70
Guaranteed Not To Exceed Total Delivery Price	Per Vehicle	\$300.00
Vehicles will be delivered from	Location (City and State)	Platte City, MO
No charge within 50 miles		

**RENEWAL PRICING TABLE 3: OPTIONAL PRICING: Alternative Fuel Options**

The Vendor may provide firm, fixed pricing for Alternative Fuel Options for Vehicles listed in Pricing Table 1, for the proposed MACPP 2021 Model Year Metro Vehicle Bid solution. **Additional Vehicles Alternative Fuel Options may be listed on Separate Pages using Pricing Table 3 format.**

DESCRIPTION / COMMENTS	UNIT PRICE
Pricing Table 1; Group Number:	
Pricing Table 1; Item Number:	
Alternative Fuel Package: Fuel Option and Base Price each Net	\$
Alternative Fuel Option: CNG, LPG, P/H/EV, E85, B20	
Alternative Fuel Operation: Dedicated, Bi-Fuel or Flex Fuel	
Gas Gallon Equivalent (How much fuel on board)	
GGE Gas Gallon Equivalent - Option 1 Tank Size	\$
GGE Gas Gallon Equivalent - Option 2 Tank Size	\$
Manufacturer and Model of conversion system	
Current or Pending EPA or CARB Certification No. (If no cert no., please explain):	
OEM Supported (Vendor has QVM or SVM status or equivalent: yes or no)	
Drop ship code (if applicable)	



EXHIBIT A, continued

RENEWAL PRICING TABLE 4: OPTIONAL PRICING

DESCRIPTION / COMMENTS	UNIT OF MEASURE	UNIT PRICE
Minimum Guaranteed Trade-In Valuation	Each	300.00

RENEWAL PRICING TABLE 5: OPTIONAL EQUIPMENT DISCOUNT

<p>During the Course of the Agreement Year, the using Departments, Agencies and/or other Jurisdictions May Need to Order <u>Optional Equipment</u> or <u>Items Not Specifically Listed Above</u>. Please State Below, Any Discounts for Such Purposes, from Your Listed Prices.</p>		
Discount off MSRP list price		5 %

All other terms, conditions and provisions of the agreement shall remain the same and apply hereto. The Vendor shall sign and return this document, along with completed pricing.

THIS RENEWAL NOTICE DOES NOT CONSTITUTE AN AUTHORIZATION FOR SHIPMENT OF EQUIPMENT OR SUPPLIES OR A DIRECTIVE TO PROCEED WITH SERVICES.



# CLAY COUNTY

OFFICIAL ACTION No. 2020-251

RNL No. 77-20 MACPP 2021 MODEL YEAR METRO VEHICLE BID

**ORIGINAL OFFICIAL ACTION: 2019-391**

THIS **RENEWAL AGREEMENT**, MADE THIS 9th DAY OF November, 2020 is herein called Term and Supply Agreement for MACPP 2021 Model Year Metro Vehicle Bid between Clay County Missouri (hereinafter "County") and Roberts Chevrolet Buick (hereinafter "Vendor").

**WHEREAS**, the County has caused to be prepared certain Agreement documents, General Terms and Conditions, Special Conditions and/or Specifications, Invitation for Bid for Term and Supply Agreement and any special bid clauses/addenda listed under Special Attachments below (hereinafter "Agreement Documents"), said Agreement Documents setting forth such equipment, supplies, labor and/or services to be furnished as therein fully described; and

**WHEREAS**, Vendor did on the 22<sup>nd</sup> day of October, 2019 file with the County their Bid to furnish such equipment, supplies, labor and/or services, as specified; and

**WHEREAS**, the said Agreement Documents adequately and clearly describe the terms and conditions upon which the Vendor is to furnish such equipment, supplies, labor and/or services as specified; and

**WHEREAS**, All other aspects of the original Agreement will remain in effect for the duration of the Agreement term stated above including any addendums and/or modifications; IT IS AGREED.

1. Clay County, Missouri acting through its Purchasing Agent and upon approval of the Authorized Agent of the County does hereby accept, with modifications, if any, the Bid of Roberts Chevrolet Buick.
2. The Vendor's Bid and the County's Agreement Documents are the agreement between the parties hereto; that both parties hereby accept and agree to the terms and conditions of said Bid and Agreement Documents, and that the parties continue to be bound thereby and that the compensation to be paid the Vendor is as set forth in the Vendor's bid.
3. That this Renewal Agreement shall be effective for the Agreement period from November 21, 2020 to November 20, 2021.
4. No financial obligation shall accrue against the County until Vendor makes delivery pursuant to order of the Purchasing Agent and/or their approved designee.
5. This Agreement may be terminated by either party upon thirty (30) days prior notice in writing to the other party. The County may terminate this Agreement immediately, under breach of Agreement, if the Vendor fails to perform in accordance with the terms and conditions. In the event of any termination of Agreement by the Vendor, the County may purchase such supplies and/or services similar to those so terminated, and for the duration of the Agreement period the Vendor will be liable for all costs in excess of the established Agreement pricing.
6. This is the first of four possible renewal periods of this Agreement. The Agreement pricing identified in Exhibit A, the attached renewal and pricing agreement will be in effect for the duration of this Agreement term stated in paragraph 3.

**IN WITNESS WHEREOF**, the parties have set their hands and seals the date and year first above written. The parties represent that the signatories below have full authority and authorization to sign on behalf of the respective parties.

**APPROVED:**

**COUNTY OF CLAY, MISSOURI**

County Counselor

Authorized Agent of the County

**VENDOR:**

Roberts Chevrolet Buick





1800 E. Prairie View Rd. • P.O. Box 470 • Platte City, MO 64079  
816-858-3200

SOLD TO CITY OF TONGANDXIE 913-568-7098  
128 E 6TH ST  
ADDRESS TONGANDXIE, KS 66086

YEAR	MAKE	MODEL	NEW OR USED	VEHICLE IDENT. OR SERIAL NO.
2022	CHEVROLET	WAGON 4 DOOR	New	1GNSKLED1NR243505

SALESMAN DEAN J MEIER KEY NOS. Z5746  
 Mileage 8 INSURANCE COVERAGE INCLUDES  
 PUBLIC LIABILITY - AMT.  
 PROPERTY DAMAGE - AMT.  
 COLLISION - AMT. DEDUCTIBLE

GROUP	DESCRIPTION	PRICE
<b>OPTIONAL EQUIPMENT AND ACCESSORIES</b>		
	VEHICLE DEAL NO. 0018718	NA
	SALES TAX	NA
	LICENSE AND TITLE	NA
	FINANCING	38972.00
	INSURANCE	NA
	TOTAL CASH PRICE	38972.00
	TOTAL TIME PRICE	38972.00
	CUSTOMER DEPOSITS	38972.00
	ACCOUNTS RECEIVABLE - VEHICLES	NA
	CASH SALES	NA
	USED VEHICLE ALLOWANCE	NA
	PAYMENTS DOLLARS	NA
	MONTHS	NA
	@ PER MONTH TRADE DIFF.	38972.00
	TOTAL	38972.00
	LEIN PAYOFF	NA
	FINANCE CONTRACTS - NEW 2	NA
	OVERALLOWANCE	
	RECONDITIONING - COST OF SALES	
	-USED INV.	

USED VEHICLE TRADED		VEHICLE IDENT. OR SERIAL NO.
YEAR	MAKE	MODEL
BODY COLOR	Mileage	

DATE	INVOICE NO.	CUSTOMER NO.	STOCK NO.	KEY
04/15/2022	40148	036014	23285	I
SOURCE	SALESMAN NUMBER	COST	KEY	
			SALE	
	DESCRIPTION			
	NEW CAR			
P				
R				
I				
C				
E				
O				
F				
V				
E				
H				
I				
C				
L				
E				
	NEW CAR - OTHER			
	NEW CAR - FLEET			
	NEW TRUCK - LIGHT			
	DEALER TRANSFER			
	REMARKETED CAR			
	USED CAR - RETAIL			
	- WHOLESALE			
	VEHICLE DEAL NO.	0018718		
	SALES TAX			
	LICENSE AND TITLE			
	FINANCING			
	INSURANCE			
	TOTAL CASH PRICE			
	TOTAL TIME PRICE			
	CUSTOMER DEPOSITS			
	ACCOUNTS RECEIVABLE - VEHICLES			
	CASH SALES			
	USED VEHICLE ALLOWANCE			
	PAYMENTS DOLLARS			
	MONTHS			
	@ PER MONTH TRADE DIFF.			
	TOTAL			
	LEIN PAYOFF			
	FINANCE CONTRACTS - NEW 2			
	OVERALLOWANCE			
	RECONDITIONING - COST OF SALES			
	-USED INV.			
	VALUE OF TRADE			
	STOCK NO.			



**KAGE MANUFACTURING LLC**  
 6608 CLARK RD  
 MERIDEN, KS 66512 US  
 7858175779  
 kagemanufacturing@gmail.com

# Estimate

ADDRESS
Tonganoxie Police Department

ESTIMATE #	DATE
E2022-028	04/19/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>54" dual color Whelen bar</b>	red white blue white front red amber blue amber rear  low profile 54" with brackets and control node	1	1,800.00	1,800.00
	<b>Brooking Industries 6 head Horizon</b>	6 head rear light stick with arrow option	1	375.00	375.00
	<b>Labor State of Ks</b>	State Contract 47986 25 hrs @55 Per hour	25	55.00	1,375.00
	<b>SHOPFEE</b>	SHOP FEE ( MISC CONNECTORS/WIRE/ECT.)	1	200.00	200.00
	<b>Chevy Tahoe Console</b>	fabricated replacement console for Le equipment with faceplates	1	600.00	600.00
	<b>CT6040EWP</b>	CHEVROLET TAHOE 60:40 EXTRA WIDE PRISONER/BIO BARRIER	1	1,500.00	1,500.00
<b>TOTAL</b>					<b>\$5,850.00</b>

Accepted By

Accepted Date

Please Remit To;  
 Kage Manufacturing LLC  
 P.O. Box 8343  
 Topeka, KS 66608

**KAGE MANUFACTURING LLC**  
6608 CLARK RD  
MERIDEN, KS 66512 US  
7858175779  
kagemanufacturing@gmail.com

# Estimate

ADDRESS
Tonganoxie Police Department

ESTIMATE #	DATE
E2022-030	04/19/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>graphics</b>	installation of graphics/ material Per car	1	300.00	300.00
<b>TOTAL</b>					<b>\$300.00</b>

Accepted By

Accepted Date

Please Remit To;  
Kage Manufacturing LLC  
P.O. Box 8343  
Topeka, KS 66608



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Consider Approval of Purchase of SCADA Human Machine Interface Software and Computer System Upgrade

**DISCUSSION:**

The City of Tonganoxie's Waste Water Treatment Plant (WWTP), which was constructed in 2005, currently operates with a mix of automated controls and the guidance of the City's staff of qualified utility operators. The City's operators use various types of technology to remotely monitor and control conditions at the facility on a daily basis and technology failures can result in costly issues and a risk of noncompliance with Kansas Department of Health and Environment requirements.

The WWTP's supervisory control and data acquisition (SCADA) system is a system of combined software and hardware elements that allows control of industrial processes locally or at remote locations, monitoring & processing real-time data, and direct interaction with devices such as sensors, valves, pumps, motors, and more through human-machine interface (HMI) software.

City staff have encountered repeated issues with the SCADA system's software and hardware elements in recent months and have troubleshooted issues with the City's software vendor to minimize negative impacts. Upon review, the SCADA system requires significant updates to remain fully functional and delaying updates will likely result in larger issues with the system. Furthermore, updates made at this time will be fully compatible with anticipated future updates and expansions of the WWTP in the future.

Due to need to ensure continuity with the large amount of software and hardware technology already in place and functioning at the WWTP staff collected a bid for necessary updates from a sole source vendor, Micro-Comm, Inc. This company has worked closely with City staff for many years on technology at the site and has performed admirably in assisting staff with recent issues. Staff recommend approval of the enclosed quote so work can commence quickly on the updates.

<b>SCADA and Computer Equipment Vendor</b>	<b>Total Cost</b>
Micro-Comm Inc.	\$15,838.00

**BUDGET IMPACT:**

The costs associated with the described portions of the project will be funded by the City's Sewer Capital Fund, which maintains more than enough 2022 expenditure budget authority to account for these costs.

**ACTIONS NEEDED:**

1. Make a motion to authorize acceptance of the quote from Micro-Comm, Inc. for Human Machine Interface Software and Computer System Upgrades for a cost not to exceed \$15,838.

**ATTACHMENTS:**

Quote - SCADA Human Machine Interface Software and Computer System Upgrade

**cc:** George Brajkovic, City Manager  
Kent Heskett, Public Works Director



**Date:** April 1, 2022

**Project:** Tonganoxie, KS Wastewater Treatment Plant - SCADA HMI and PC Upgrade

**Estimator:** Tm D. Ochs, Sales & Technical Engineer/Corporate Secretary

**TERMS:**

1. Does NOT include applicable taxes or bonding costs. Micro-Comm does carry standard contractor insurance, a Standard Certificate of insurance will be provided to the purchaser on receipt of an order. Proposal will be good for 60 days.
2. The control system currently provides PILOT DUTY signals to control panels and devices by others. Primary devices, i.e. motor starters, circuit breakers, control valves, and flow meters are not included unless specifically listed in this quotation
3. Payment terms are net 30 days from date of shipment/start-up.
4. Submittal drawings will be provided within 30 days from receipt of a signed order.
5. Equipment will ship 30 - 45 days from receipt of approved drawing submittals.
6. Does NOT Include the addition of any additional monitored or control points in the system.

# Material and Labor Specification Information

## (1) OIT Computer & HMI Software Package

LOCATION:

New Computer system including battery backup, installation, configuration, and testing with the latest version of SCADAview

Qty	Description
1	Dell OptiPlex 7090 w/Win10 Pro, Core i7, 16GB, 500GB SSD, Dual NIC
2	24" Flat Screen Color Monitor
1	USB External Hard Drive - 2TB
1	APC Standby Power Supply
1	<b>SCADAview CSX</b> - Developmental package
1	<b>SCADAdial</b> - basic package with development package: (Alarm Notification)
1	<b>SCADAview WEB Access</b> - basic package
1	Field <b>start-up services with customer training</b>
1	Software installation, configuration, testing.

### MISCELLANEOUS ITEMS TO INCLUDE:

Qty	Description	
1	Engineering and Design drawings and submittal	<b>Included</b>
1	Operation and Maintenance Manuals per Specifications	<b>Included</b>
1	Freight to Job Site (FOB Factory, Freight allowed)	<b>Included</b>
<b>1</b>	<b>THREE Year Dell support package on computer equipment</b>	<b>Included</b>
<b>1</b>	<b>THREE Year Warranty on Software Package</b>	<b>Included</b>

**OIT and HMI Upgrade Price:    \$15,838.00**

Proposed by: Tim D. Ochs, Sales & Technical Engineer Corporate Secretary	Amount Accepted: _____ Accepted by: _____ Date: _____ Optional PO# _____
Date: 04/01/2022	



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**To:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Consider Approval of Purchase of Commodities necessary to Complete Business Park Water Line Installation Project

**DISCUSSION:**

The Tonganoxie Business Park is currently provided water service from one water main and the project to install a secondary, or looped, water main service to the Tonganoxie Business Park was identified and recommended by the Leavenworth County Port Authority and the Leavenworth County Board of County Commissioners as one of two uses of the \$1,200,000 in funding to support the development of the Business Park that was provided to the City by Leavenworth County in late 2020. The \$1,200,000 in funding was a portion of the approximately \$1,700,000 that remained from an earlier agreement between the City and Leavenworth County which provided \$5,000,000 to aid in the development of the Tonganoxie Business Park. As part of the project to complete a secondary water main service extension to the Tonganoxie Business Park the City procured engineering services and support during the alignment, easement acquisition, and design engineering of the improvements from BG Consultants. Water line supplies and accessory supplies including hydrants, valves, fittings, and other items utilized in the construction process were purchased and installed in 2021. A small portion of work remains to fully complete the “loop” connection of existing water lines to fully and most effectively service the Tonganoxie Business Park.

When evaluating the remaining water line installation needs at the Tonganoxie Business Park there are two project areas that will still require the purchase of additional water line materials:

1. 1,400 feet of 12” water line supplies to connect the Business Park Water Tower (under construction) with the existing water line at 222<sup>nd</sup> Street & Business Park Drive
2. 1,040 feet of 8” water line supplies to replace a segment of 6” water line along HW 24-40 north of the Tonganoxie Business Park

Staff collected bids from 3 vendors for the two water line segments and the pricing results are listed below for reference. Staff also collected a bid from one vendor on a sole-source basis for purchase of the necessary valves, fittings, and other items utilized in the construction process in order to maintain consistency with the similar assets in the City’s water utility.

Staff recommend acceptance of the lowest cost bid for water line materials and the sole source bid for water line accessory materials.

<u>Water Line Supplies Vendor</u>	<u>Total Cost</u>	<u>Water Line Accessories Vendor</u>	<u>Total Cost</u>
Olathe Winwater	\$65,381.20	OlatheWinwater	\$20,615.00
Schulte Supply Inc.	\$65,405.60		
Fortiline Waterworks	\$73,341.60		

**BUDGET IMPACT:**

The costs associated with the described portions of the project will be funded by the City’s Water Capital Fund and the Business Park Development Fund. The Water Capital Fund may require a 2022 budget amendment later in the fiscal year to account for expected significant costs of the Hill’s Pet Nutrition facility’s water meter supplies, which will be costs that are reimbursed through payment of the system development fees paid for connections made to the City’s water & sewer utility services.

**ACTIONS NEEDED:**

1. Make a motion to authorize staff to complete commodities purchases for the Business Park Remaining Water Line Installation Project for an amount not to exceed \$65,381.20.
2. Make a motion to authorize staff to complete accessory supplies commodities purchases for the Business Park Remaining Water Line Installation Project for an amount not to exceed \$20,615.00

**ATTACHMENTS:**

Water Line Supplies Low-Bid Quote for Business Park Remaining Water Line Installations Project  
Accessory Supplies Quote for Business Park Remaining Water Line Installations Project

**cc:** George Brajkovic, City Manager  
Kent Heskett, Public Works Director



1165 W 149 STREET  
OLATHE, KS 66061

PHONE (913) 829-3300  
FAX (913) 829-3993

Job Name
12" & 8" SDR21 Pipe Quote - Kent

Quote No.	Date	Page
0017912	4/29/22	1
Expiration Date		5/28/22
Revised Date		4/29/22
Bid Due Date		4/28/22

Quoted To Customer
CITY OF TONGANOXIE PO BOX 326 TONGANOXIE, KS 66086-0326
Phone (913) 845-2620 Fax (913) 417-7019

Quoted By
Chris Caruthers cdcaruthers@winwaterworks.com (913) 829-3300

Customer	Payment Terms	Quoted To	Salesperson	FOB
015579	NET 30 DAYS	KENT HESKETT	CHRISTOPHER CARUTHERS	S

Line	Qty.	Description	Unit Price	UOM	Extended Price
2.0	1400	12X20 SDR-21 PVC 200 GJ PIPE	34.8300	FT	48762.00
3.0	1040	8 SDR-21 PVC200	15.9800	FT	16619.20

1. This quotation is itemized for information only. Although effort has been made to include all material needed, this is not necessarily a complete list.  
 2. The prices are subject to change without notice, and also subject to any federal, state, city or other taxes that may apply.  
 3. We are not responsible for damages resulting from strikes, delays by carrier, or causes beyond our control.  
 4. This quotation is not to be considered a contract and we reserve the right to retract this and any quotation at any time for any reason.

Tax Area Id	Net Sales	65,381.20
171032544	Freight	.00
	Tax	.00
	Quotation Total	65,381.20



1165 W 149 STREET  
OLATHE, KS 66061

PHONE (913) 829-3300  
FAX (913) 829-3993

Job Name
2022 Tonganoxie Water Project Quote - Kent

Quote No.	Date	Page
0017913	4/28/22	1
Expiration Date		5/28/22
Revised Date		4/28/22
Bid Due Date		4/28/22

Quoted To Customer
CITY OF TONGANOXIE PO BOX 326 TONGANOXIE, KS 66086-0326
Phone (913) 845-2620 Fax (913) 417-7019

Quoted By
Chris Caruthers cdcaruthers@winwaterworks.com (913) 829-3300

Customer	Payment Terms	Quoted To	Salesperson	FOB
015579	NET 30 DAYS	KENT HESKETT	CHRISTOPHER CARUTHERS	S

Line	Qty.	Description	Unit Price	UOM	Extended Price
2.0	2	12 DI MJ 45	350.0000	EA	700.00
3.0	15	12" GRAP-IP ACCESSORY PACK	190.0000	EA	2850.00
4.0	10	6 DI MJ GASKET	8.0000	EA	80.00
5.0	20	12 DI MJ GASKET	13.0000	EA	260.00
6.0	150	3/4 X 4 MJ T-BOLTS	2.5000	EA	375.00
7.0	2	12X6 DI MJ TEE	415.0000	EA	830.00
8.0	4	6X24 ANCH COUPLING	290.0000	EA	1160.00
9.0	2	6 MJ RS VALVE OL	900.0000	EA	1800.00
10.0	1	12 DI MJ TEE	570.0000	EA	570.00
11.0	2	12 MJ RS VALVE OL	2600.0000	EA	5200.00
12.0	4	12 X 24 DI ANCHOR COUPLING	500.0000	EA	2000.00
13.0	1	12X8 DI ALL MJ REDUCER	225.0000	EA	225.00
14.0	2	8 DI MJ 22-1/2	180.0000	EA	360.00
15.0	2	8 DI MJ 45	185.0000	EA	370.00
16.0	2	8 DI MJ LONG SOLID SLEEVE	210.0000	EA	420.00
17.0	100	6 SDR-21 PVC200 (VALVE BOX RISER)	10.7500	FT	1075.00
18.0	10	W-2615-6 6" MUSHROOM VALVE BOX	50.0000	EA	500.00
19.0	16	8" GRAP-IP ACCESSORY PACK	115.0000	EA	1840.00

1. This quotation is itemized for information only. Although effort has been made to include all material needed, this is not necessarily a complete list.

2. The prices are subject to change without notice, and also subject to any federal, state, city or other taxes that may apply.

3. We are not responsible for damages resulting from strikes, delays by carrier, or causes beyond our control.

4. This quotation is not to be considered a contract and we reserve the right to retract this and any quotation at any time for any reason.



<i>Job Name</i>
2022 Tonganoxie Water Project Quote - Kent

<i>Quote No.</i>	<i>Date</i>	<i>Page</i>
0017913	4/28/22	2
<i>Expiration Date</i>		5/28/22
<i>Revised Date</i>		4/28/22
<i>Bid Due Date</i>		4/28/22

<i>Line</i>	<i>Qty.</i>	<i>Description</i>	<i>Unit Price</i>	<i>UOM</i>	<i>Extended Price</i>
		<i>Tax Area Id</i>	<i>Net Sales</i>		20,615.00
		171032544	<i>Freight</i>		.00
			<i>Tax</i>		.00
			<i>Quotation Total</i>		20,615.00



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Kent Heskett, Public Works Director  
**SUBJECT:** Request Approval of Quote to Remove Dead Trees from Locations in the City right-of-way

**DISCUSSION:**

City staff are requesting approval of a quote collected for services to remove dead or dying trees within the right of way in multiple locations in the City limits. Per Section 13-307 of the City Code, the City “maintains the authority to treat or remove any tree located within public right-of-way... and this expense shall be borne by the city at large.”

In response to recent queries from property owners the City contracted right-of-way surveying services which confirmed the limits of right-of-way at two locations – near the intersection of 7<sup>th</sup> Street & East St and the 900 block of Shawnee Street. Several large dead trees that were in a condition that could pose a danger to nearby property or members of the public were found to be within the right-of-way and the City collected quotes for removal of the trees. Disposal of the wood from the trees will occur at the City’s public works facility, which lowers the cost of contracted services. Several pictures are attached showing locations of the dead trees. Following review of all quotes, staff request authority to move forward with the lowest bid received for the services.

Quotes:

<b>Company Name</b>	<b>Total Cost</b>
Plakes Tree Service Inc	\$14,200
Adcox Tree Care	\$14,400

**BUDGET IMPACT:**

The City’s 2022 adopted budget did not anticipate the need to complete the quoted services, so funding for this project must come from a funding source with expenditure budget authority remaining or a 2022 budget amendment to be completed. The City’s 2022 General Fund maintains enough expenditure authority to complete the cost of the low bid for the project and staff will continue to monitor whether a 2022 budget amendment will be necessary for that fund as the fiscal year progresses.

**ACTION(S) NEEDED:**

1. Make a motion to approve the quote from Plakes Tree Service Inc. to remove dead trees from locations in the City right-of-way not to exceed \$14,200.

**ATTACHMENTS:**

Tree Removal Quotes

**cc:** George Brajkovic, City Manager  
Dan Porter, Assistant City Manager





991567

Statement		DATE	4-27-2022	TERMS
TO	City of Tonganoxie			
IN ACCOUNT WITH	PLAKES Tree Service INC			
	816-591-7409			
		Remove 2 Trees at the corner at 7th + East		
		Remove Trees along the west side of Shawnee North of Washington That are marked in BLUE		
		HAUL TO CITY Dump		
		\$ 14,200		
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT	



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Authorization of Proposed 2022 Street Infrastructure Maintenance Program and associated Advertisements

**DISCUSSION:**

As established during the development of the Fiscal Year 2022 Budget, the following Street Maintenance expenditures were anticipated:

- Additional Slurry Seal applications as needed based on progress of deterioration
- Replacement of Curbs as needed based on progress of deterioration
- Pothole Patching Activities Citywide as needed based on progress of deterioration
- Remaining Crosswalk Updates with Thermal Plastic Marking

Following 2022 budget adoption in September 2021, the City carried over a portion of the contractual scope of work with Pavement Management, Inc. for slurry seal application in the area along Main Street from 4<sup>th</sup> Street to Highway 24/40 into the 2022 fiscal year. This unexpected adjustment of \$20,000 in expenditures will require that the City complete a mid-year budget adjustment to the Special Highway Fund to ensure that adequate expenditure budget authority is available to complete 2022 planned projects and the carryover project from 2021.

Kent Heskett, Public Works Director, has reviewed pavement conditions across the City and the speed of deterioration combined with feedback from the community and developed the following proposed project list for the 2022 Street Maintenance Plan.

Curb Replacement – East Sycamore Street Base Bid and Willow Pointe Circle Add-Alternate 1	~\$200,000 - \$350,000
Ridge Circle – City Staff Repaving Asphalt	~\$80,000
Main St from HW 24/40 to 4 <sup>th</sup> St – Slurry Seal Reapplication for 2021 Project	\$20,000
1 <sup>st</sup> Street near VFW Park – City staff application of 2” or 4” overlay	\$30,000
4 <sup>th</sup> Street Parking Between Church St & Shawnee St. & City Council Chambers Parking – City Staff Repaving Asphalt	\$8,500
Other Curb Repair and Pothole Patching completed by City staff according to need	\$40,000

According to the past prioritization, additional condition assessment of the City's road network infrastructure, and available levels of funding Public Works staff have proposed the following Street Maintenance items to be bid in 2022:

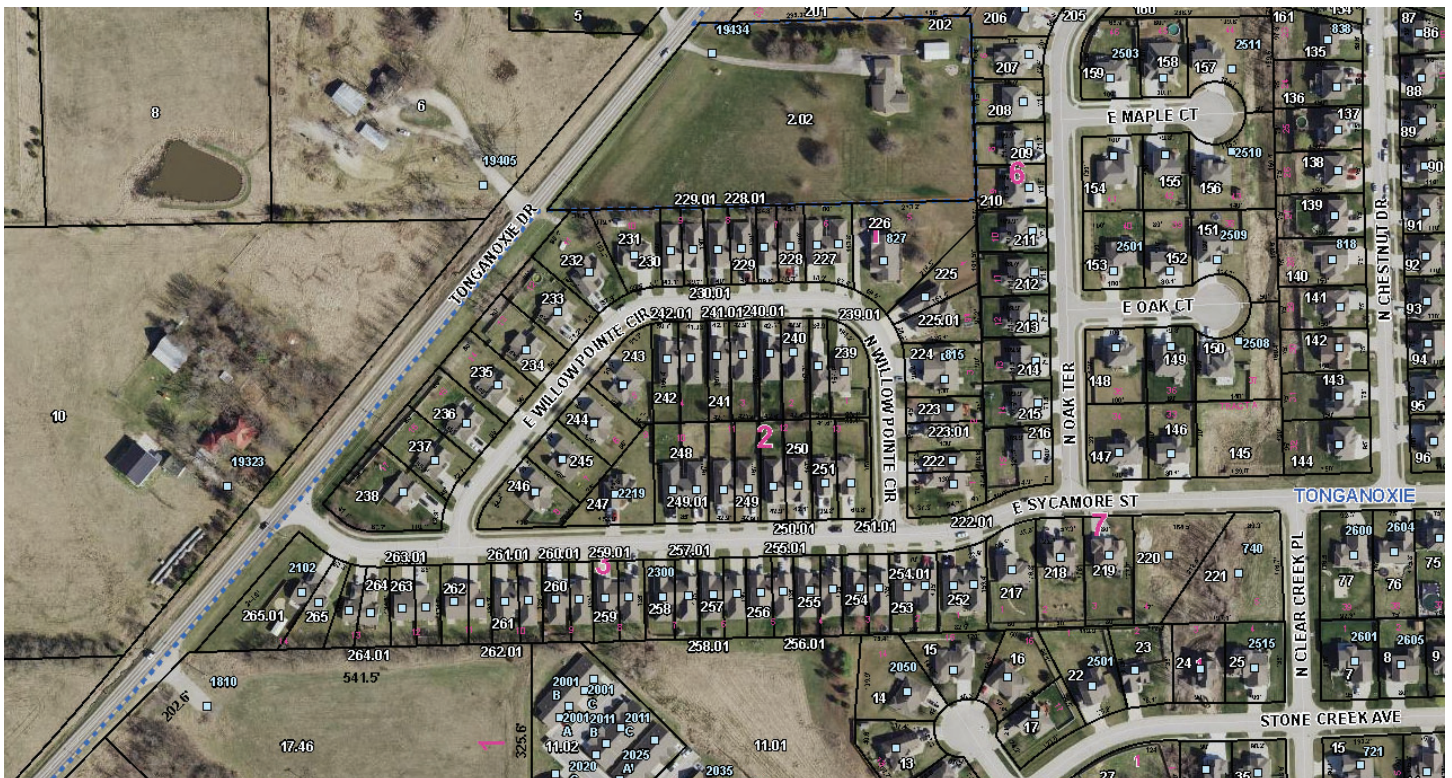
### BASE BID #1

1. East Sycamore Street from Tonganoxie Drive to North Willow Pointe Circle – Curb Replacement

### ADD-ALTERNATE BID #2

2. East Willow Pointe Circle & North Willow Pointe Circle from East Sycamore Street to East Sycamore Street – Curb Replacement

The proposed project scope is expected to be advertised for public bid via one unique request for proposals by sealed bid.



#### **BUDGET IMPACT:**

The funding for the Street Maintenance program comes from a combination of Special Highway funds and a portion of the City's ¾ cent Infrastructure Sales Tax. Expected total budget impact is between \$378,500 - \$528,500, depending on bid outcomes, which is potentially more than the 2022 Special Highway Fund budget authority of \$368,500. The Special Highway Fund maintains over \$650,000 of funds on hand that would be available for inclusion in a potential 2022 mid-year budget amendment.

#### **ACTION NEEDED:**

Make a motion to authorize the advertisement of the proposed 2022 street maintenance project as presented by staff.

#### **ATTACHMENTS:**

None

**cc:** George Brajkovic, City Manager  
Kent Heskett, Public Works Director



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** May 2, 2022  
**TO:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** George Brajkovic, City Manager  
**SUBJECT:** Consider Appointment of Municipal Court Judge and City Attorney Positions

**DISCUSSION:**

K.S.A. 14-201 requires the Mayor, by and with the consent of the City Council, to appoint certain city officers in May of each year. The City of Tonganoxie Charter Ordinance 26 gives the Mayor, by and with the consent of the City Council, the authority to appoint two officers on an annual basis - the Municipal Court Judge and City Attorney.

The incumbent for each position has expressed their interest in continuing in the role for an additional year and City staff support reappointment for both positions.

**BUDGET IMPACT:**

There is no anticipated impact on the 2022 budget. The City currently has an agreement with Municipal Judge Kenneth Moore to pay \$600 per month for services rendered. No change is anticipated with this appointment. The City currently has an agreement with Stinson LLP to pay \$4,200 per month for services rendered. No change is anticipated with this appointment.

**ACTION NEEDED:**

1. Mayor Frese requesting the City Council's consent to reappoint Kenneth Moore as Municipal Court Judge.
2. Mayor Frese requesting the City Council's consent to reappoint Anna Krstulic as City Attorney.

**ATTACHMENTS:**

Engagement Letter from Judge Moore  
Reappointment Letter from Anna Krstulic  
Upcoming Appointments Tracker

**cc:** Dan Porter, Assistant City Manager



Office of the City Manager
AGENDA STATEMENT

DATE: May 2, 2022
To: Honorable Mayor David Frese and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Employee Health, Dental, and Vision Insurance Renewal Agreement for 2022-2023 Plan Year

DISCUSSION:
HEALTH

The City recently received health insurance renewal rates from Blue Cross Blue Shield of Kansas for the 2022-2023 plan year, which runs from July 1, 2022 to June 30, 2023. The City's plan offerings and rate structure as a group with less than 50 full-time equivalents allows for an age-based premium determination that charges premiums based on the age of each employee and their participating dependents. As such, the benefit provider does not set equal premium rates for every employee, which is a more common practice for larger organizations. In addition, rate increases of 3-4% can be anticipated to occur in nearly every year with low to moderate turnover amongst City staff because of the increase in the age of City employees & their dependents. The City's current package of health insurance options offers four unique plans.

Benefit Plan Changes Descriptions
Plan Option A, B, C, & D – No Changes

From employee feedback over the past year there are no anticipated changes to the needs of City employees and their families and the limited level of benefit coverage changes promises to maintain a relatively simple open enrollment process and allow employees to remain with their currently utilized network physicians. While rates did experience a minor increase, the level of benefit offered to employees under the four plan options remained at a high quality which will assist the City in retaining employees.

The employer-paid portion of the monthly premium is calculated as follows:

Table with 2 main columns: Option C - \$2,000/\$4,000 Deductible Plan and Option D - High Deductible Plan. Each column has sub-columns for Plan Type and % of Premium Pd by City. Rows include Employee Only, Employee/Children, Employee/Spouse, and Family.

If an employee chooses to enroll in a plan with a lower deductible (and higher premium), such as Option A or B, the City will pay the previously referenced percentage of the Option C premium, and the employee is responsible for covering the premium cost difference, or "buying up" to the higher benefit plan option.

Based on this rate calculation and assuming employee elections will remain the same during the upcoming open enrollment period, the City could expect a 3.8% increase in cost to the City on an annual basis for the 2022-2023 plan year. In addition, employees could expect an average increase of 6.1% to employee paid costs. An average employee monthly increase in premiums can be expected to be \$3.11 for employee only plans, \$12.03 monthly increase for employee/child plans, \$28.24 monthly increase for employee/spouse plans and a \$39.39 monthly increase for employee/family plans.

DENTAL

The City received dental insurance renewal rates from Delta Dental of Kansas for the 2022-2023 plan year and the proposed plan offerings and rate structure did not change for the upcoming plan year.

The City currently offers two plan options based on whether the plan will cover only an employee, or the employee and their children and/or spouse. The package of plans in the proposed renewal agreement will continue to offer the same two plans with minor changes.

The employer-paid portion of the monthly premium is calculated as follows:

Plan Type	% of Premium Paid by City
Employee Only	90%
Family	80%

Any change in premiums would be based on the grouped experience of all organizations of a similar size in the extensive Delta Dental of Kansas, Inc. system of client organizations. The recent history of rate changes received by the City of Tonganoxie from Delta Dental of Kansas, Inc. is as follows:

Plan Type	2016 Rate Change	2017 Rate Change	2018 Rate Change	2019 Rate Change	2020 Rate Change	2021 Rate Change	2022 Rate Change
Employee Only	2.6%	0%	3%	0.9%	-6.1%	0%	0%
Family	2.2%	0%	2.9%	0.7%	-4.6%	0%	0%

Based on this rate calculation, the City can expect to pay the same amount of dental monthly premium contributions on an annual basis depending on employees' personal plan selections at open enrollment. There were no changes in quality of coverage.

#### VISION

The City currently offers group vision services from VSP Vision Care and a quote was received from 7 vendors for the 2022-2023 plan year. The City's proposed plan offerings did not change and the renewal rates showed an opportunity for savings of 10% without changing network coverage by switching providers from VSP to Metlife. Employees would pay between \$10 - \$25 less each year in premiums with this adjustment in providers. Premiums range between \$7.11 and \$18.49 per month and are paid 100% by employees. 85% of City employees currently participate in the group vision insurance plan.

Plan Type	% Paid by Employee	2019 Rate Change	2020 Rate Change	2021 Rate Change	2022 Rate Change
Employee Only	100%	2.95%	0%	3%	-10%
Employee + One	100%	2.96%	0%	3%	-10%
Employee + Family	100%	3%	0%	3%	-10%

#### LIFE COVERAGE BY CITY

The City currently offers \$25,000 basic life insurance/AD&D coverage to all full-time employees with premiums paid 100% by the City. Upon review of three quotes collected by the City's broker, the City would incur a premium cost increase of 13% if it remained with the current vendor. Based on the review of quotes, the lowest cost option is changing coverage to Mutual of Omaha which would result in a **0% cost change from current levels**. The addition of an employee assistance program, or EAP, available to all employees is also a tremendous value add.

#### BUDGET IMPACT:

The City's contribution to employee insurance benefits costs is an important aspect of the City's General Fund budget and somewhat important aspect of the budget in the Utility Funds that fund a portion of related employees' personal services costs. The impact of the slight increase in health insurance costs, no change to dental insurance costs, and no change in basic life insurance costs effective July 1, 2022 means that the City's 2022 budget shouldn't experience cost overruns in employee benefit costs and that the first half of 2023's budget will include accurate cost assumptions and be well-positioned to control City costs in the future.

**ACTION NEEDED:**

Make a motion to authorize renewal of group health insurance coverage with Blue Cross Blue Shield of Kansas, renewal of group dental insurance coverage with Delta Dental of Kansas, acceptance of group vision insurance coverage with Metlife, and acceptance of basic life insurance coverage with Mutual of Omaha for the 2022-2023 plan year which will commence on July 1, 2022.

**ATTACHMENTS:**

Group Health Insurance Coverage Update – 2022/2023 Plan Year  
Group Dental Insurance Coverage Update – 2022/2023 Plan Year  
Group Vision Insurance Coverage Update – 2022/2023 Plan Year  
Life/AD&D Insurance Coverage Update – 2022/2023 Plan Year

**cc:** George Brajkovic, City Manager





**Premium Summary**  
**CITY OF TONGANOXIE**

**Business Information**

Group Number: 25895  
Projected Effective Date: 07/01/2022

Business Number: 33787  
Package Code: QUAD1

**Benefit Information**

Benefits include but are not limited to:

	Option A	Option B	Option C	Option D
	<b>ClassicSGChoice1</b>	<b>ClassicSGChoice2</b>	<b>ClassicSGChoice3</b>	<b>SimpleSilverSGChoiceHD</b>
<b>Deductible</b>	In Network \$500/\$1,000 Out of Network \$3,000/\$6,000	\$1,000/\$2,000 \$4,000/\$8,000	\$2,000/\$4,000 \$5,000/\$10,000	HP \$4,500/\$9,000 \$10,000/\$20,000
<b>Coinsurance</b>	In Network 20% Out of Network 50%	30% 50%	30% 50%	0% 0%
<b>Office Visits</b>	In Network \$25 copay Out of Network Subject to deductible/coinsurance	\$25 copay Subject to deductible/coinsurance	\$25 copay Subject to deductible/coinsurance	Subject to deductible Subject to deductible
<b>Telemedicine Visits</b>	In Network \$25 copay Out of Network Subject to deductible/coinsurance	\$25 copay Subject to deductible/coinsurance	\$25 copay Subject to deductible/coinsurance	Subject to deductible Subject to deductible
<b>Office Visit Specialist</b>	In Network \$50 copay Out of Network Subject to deductible/coinsurance	\$50 copay Subject to deductible/coinsurance	\$50 copay Subject to deductible/coinsurance	Subject to deductible Subject to deductible
<b>Annual Out-of-Pocket Maximum</b>	In Network \$1,500/\$3,000 Out of Network N/A	\$6,000/\$12,000 N/A	\$6,000/\$12,000 N/A	\$4,500/\$9,000 N/A
<b>Outpatient Prescription Drug Coverage</b>	In Network \$20/\$65/\$100/\$200/25% coinsurance not to exceed \$300 Out of Network Subject to deductible/coinsurance	\$20/\$65/\$100/\$200/25% coinsurance not to exceed \$300 Subject to deductible/coinsurance	\$20/\$65/\$100/\$200/25% coinsurance not to exceed \$300 Subject to deductible/coinsurance	Subject to deductible Subject to deductible
<b>Outpatient Radiology &amp; Laboratory Coverage (Includes Advanced Imaging)</b>	In Network First \$300 at 100% then subject to deductible/coinsurance	First \$300 at 100% then subject to deductible/coinsurance	First \$300 at 100% then subject to deductible/coinsurance	Subject to deductible Subject to deductible

An Independent Licensee of the Blue Cross and Blue Shield Association.

	Option A	Option B	Option C	Option D
	<b>ClassicSGChoice1</b>	<b>ClassicSGChoice2</b>	<b>ClassicSGChoice3</b>	<b>SimpleSilverSGChoiceHD</b>
<b>Outpatient Radiology &amp; Laboratory Coverage (Includes Advanced Imaging)</b>	Out of Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Emergency Room</b>	In Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Accidental Injuries</b>	Out of Network Subject to in-network ER benefits	Subject to in-network ER benefits	Subject to in-network ER benefits	Subject to in-network ER benefits
	In Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
	Out of Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Preventive Care Services</b>	In Network 100% coverage	100% coverage	100% coverage	100% coverage
	Out of Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Outpatient Immunizations and Injections</b>	In Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
	Out of Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Home Social Work Visits/Hospice</b>	In Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
	Out of Network Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible/coinsurance	Subject to deductible
<b>Mental Illness and Substance Use Disorders</b>	In Network Covered	Covered	Covered	Covered
	Out of Network Covered	Covered	Covered	Covered
<b>Lifetime maximum</b>	In Network Unlimited for each covered person	Unlimited for each covered person	Unlimited for each covered person	Unlimited for each covered person
	Out of Network Unlimited for each covered person	Unlimited for each covered person	Unlimited for each covered person	Unlimited for each covered person
<b>Eligible dependents</b>	In Network Covered to age 26	Covered to age 26	Covered to age 26	Covered to age 26
	Out of Network Covered to age 26	Covered to age 26	Covered to age 26	Covered to age 26

**Health:** QUAD1 QUAD OPTION 1

**Dental:** None

**Rates**

Group #: 25895

4/11/2022 1:25:21 PM

An Independent Licensee of the Blue Cross and Blue Shield Association.

Bus #: 33787

User ID: E668

# 2022 Contract Changes Summary



## *BlueCare<sup>SM</sup> Groups*

### *Changes effective at anniversary unless otherwise indicated*

**ACA Preventive Change** – Colorectal screening for cancer now covered from age 45 to 75 years of age. Previously covered from 50 to 75 years of age.

**Handicapped Dependent Children** – Change requests must be received within 60 days rather than 63 days.

### *Prescription drug program*

**Formulary** – The list of preferred medication is subject to change periodically. Members can obtain the most accurate prescription drug coverage information by selecting the BCBSKS BlueCare/EPO Medication List at [bcbsks.com/drugs](http://bcbsks.com/drugs).

**Diabetic Supplies** – Continuous Glucose Monitor added to the list of diabetic supplies.

**Extended Supply Network** – Members will have access to the extended supply network, which allows them to purchase up to a 90-day supply of drugs at a retail pharmacy for additional copays.

**Prescription Drug Supply Refill/Reissue** – Prescription refill available after 75% depletion on mail order for controlled and non-controlled substances. Prescription refill available after 75% depletion for non-controlled substances or 85% depletion for controlled substances at retail pharmacy. Change from 2/3 of previously issued supply was exhausted.

**Self-Administered IV Drugs** – Coverage for certain self-administered IV drugs including hemophilia drugs will be covered under the pharmacy benefit.

# Medicare Part D Important Notice



Please note that upon renewal, you will need to notify Centers for Medicare & Medicaid Services (CMS) of the creditability of your drug benefit. Disclosure must also be provided to all Part D eligible individuals covered under, or who apply for, your prescription drug benefit.

**This disclosure must be completed no later than 60 days following the beginning of your renewal year.** Your group consultant can advise you as to whether your drug benefit is "creditable" (pays at least as much as Medicare Part D) or "non-creditable" (not expected to pay as much as Medicare Part D).

## **To notify CMS:**

Please complete the Disclosure to CMS form at <https://www.cms.gov/medicare/prescription-drug-coverage/creditablecoverage/ccdisclosureform.html>

## **To notify employees:**

The CMS website includes model disclosure language for creditable and non-creditable coverage that you can use to inform employees. The model language templates can also be found on the left-hand column of the Web page by clicking on *Model Notice Letters*.

# City of Tonganoxie

## CALENDAR YEAR DEDUCTIBLE

Not Applicable for Type I Services

### Individual

### Family

Type I - Preventative  
Type II - Basic  
Type III - Major  
Orthodontia

Calendar Year Maximum Benefit  
Ortho Lifetime Maximum Benefit

Rate Guarantee Period  
Dependent Age Limits

Additional Notes

## COST

### Monthly Estimated Total

Increase/Decrease Over Current

## ADDITIONAL INFORMATION

# City of Tonganoxie

Employee Only  
Employee + Spouse  
Employee + Children  
Family

### Estimated Monthly Cost

**Delta of Kansas - Current**  
Includes Right Start 4 Kids and Unlimited Cleanings

Dental	
Network	Non-Network

Participant Pays

\$50	\$50
------	------

\$150	\$150
-------	-------

PPO Providers Premier & Out-Net

100%	80%
80%	60%
50%	40%
50%	50%

\$1,500	\$1,500
\$1,000	\$1,000

N/A  
To age 26

Perio and Endo Type II

**\$2,397.73**  
0.0%

Network: PPO and Premier

Delta of Kansas - Current

Current Rates Enrollment

\$26.47	16
\$0.00	0
\$0.00	0
\$94.01	21

\$2,397.73	37
------------	----

**Delta of Kansas - Renewal**  
Includes Right Start 4 Kids and Unlimited Cleanings

Dental	
Network	Non-Network

Participant Pays

\$50	\$50
------	------

\$150	\$150
-------	-------

PPO Providers Premier & Out-Net

100%	80%
80%	60%
50%	40%
50%	50%

\$1,500	\$1,500
\$1,000	\$1,000

12 Months  
To age 26

Perio and Endo Type II

**\$2,397.73**  
0.0%

Network: PPO and Premier

Delta of Kansas - Renewal

Renewal Rates Enrollment

\$26.47	16
\$0.00	0
\$0.00	0
\$94.01	21

\$2,397.73	37
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City of Tonganoxie

**Employer Sponsored Vision**

Proposal produced on April 27, 2022  
This quote is valid for 90 days from date of proposal

## City of Tonganoxie Rate Summary

Coverage	Participating Lives	Covered Volume	Rates	Annual Premium
<b>Vision Option-1</b> 6618829				
<b>Vision</b> <i>(Per Employee Per Month)</i>	33			\$4,723
▪ Employee Only	14		\$7.11	
▪ Employee + 1 Dependent	7		\$10.31	
▪ Employee + Family	12		\$18.49	
Rates are guaranteed from July 1, 2022 - July 31, 2025				

**Summary of Benefits  
Summary of Benefits  
VISION - Vision Option-1**

<b>Vision</b>		
<b>Class Description</b>	All Active Full Time Employees (30 Hours)	
<b>Plan Name</b>	M130D-10/20	
<b>Reimbursement</b>	<b>In-Network Coverage (Using a Network Provider)</b>	<b>Out-of-Network Reimbursement (Using a Non-Network Provider)</b>
<b>Eye Examination</b>		
<b>Comprehensive exam of visual functions and prescription of corrective eyewear.</b>	\$10 copay	\$45 allowance
<b>Retinal Imaging</b> This screening is used to take pictures of the inside of the eye particularly the retina to look for possible changes.	Up to \$39 copay	Applied to the exam allowance
<b>Materials / Eyewear</b> (Either Glasses or Contacts)		
<b>Standard Corrective Lenses</b>		
• <b>Single vision</b>	\$20 copay	\$30 allowance
• <b>Lined bifocal</b>	\$20 copay	\$50 allowance
• <b>Lined trifocal</b>	\$20 copay	\$65 allowance
• <b>Lenticular</b>	\$20 copay	\$100 allowance



<b>Standard Lens Enhancement</b>		
<ul style="list-style-type: none"> <li>• <b>Ultraviolet coating</b></li> </ul>	Covered in Full	Applied to the allowance for the applicable corrective lens
<ul style="list-style-type: none"> <li>• <b>Standard Polycarbonate (child up to age 18)</b></li> </ul>	Covered in Full	Applied to the allowance for the applicable corrective lens
<b>Additional Lens Enhancements<sup>1</sup></b>		
<ul style="list-style-type: none"> <li>• <b>Progressive Standard</b></li> </ul>	Up to \$55 copay	\$50 allowance
<ul style="list-style-type: none"> <li>• <b>Progressive Premium/Custom</b></li> </ul>	Premium: Up to \$95-\$105 copay Custom: Up to \$150-\$175 copay	\$50 allowance
<ul style="list-style-type: none"> <li>• <b>Standard Polycarbonate (adult)</b></li> </ul>	Single Vision: Up to \$31 copay Multifocal: Up to \$35 copay	Applied to the allowance for the applicable corrective lens
<ul style="list-style-type: none"> <li>• <b>Scratch-resistant coating (variable by type)</b></li> </ul>	Up to \$17 - \$33 copay	Applied to the allowance for the applicable corrective lens
<ul style="list-style-type: none"> <li>• <b>Tints (plastic lenses)</b></li> </ul>	Pink I & II: \$0 copay Solid Plastic: \$15 Copay Plastic Gradient Dye: \$17 Copay	Applied to the allowance for the applicable corrective lens
<ul style="list-style-type: none"> <li>• <b>Anti-reflective coating (variable by type)</b></li> </ul>	Up to \$41 - \$85 copay	Applied to the allowance for the applicable corrective lens
<ul style="list-style-type: none"> <li>• <b>Photochromic (variable by type)</b></li> </ul>	Up to \$47 - \$82 copay	Applied to the allowance for the applicable corrective lens
<b>Frame Allowance</b> (You will receive an additional <b>20%</b> off any amount that you pay over your allowance. This offer is available from all participating locations except Costco, Walmart and Sam's Club.)	\$130 allowance \$150 allowance on featured frames  \$70 allowance	\$70 allowance
<ul style="list-style-type: none"> <li>• <b>Costco, Walmart and Sam's Club</b></li> </ul>	\$70 allowance	
<b>Contact Lenses</b>		
<ul style="list-style-type: none"> <li>• <b>Elective</b></li> </ul>	\$130 allowance	\$105 allowance
<ul style="list-style-type: none"> <li>• <b>Necessary</b></li> </ul>	Covered in full after eyewear copay	\$210 allowance
<ul style="list-style-type: none"> <li>• <b>Contact Fitting and Evaluation</b></li> </ul>	Standard or Premium fit: Copay not to exceed \$60	Applied to the contact lens allowance
<b>Value Added Features</b>		
<b>Additional Savings on Glasses and Sunglasses<sup>1</sup></b>	Get 20% off the cost for additional pairs of prescription glasses and non-prescription sunglasses, including lens enhancements. At times, other promotional offers may also be available.	

<b>Laser Vision correction<sup>2</sup></b>	Savings averaging 15% off the regular price or 5% off a promotional offer for laser surgery including PRK, LASIK and Custom LASIK. Offer is only available at MetLife participating locations.
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<sup>1</sup>Member costs for listed lens enhancements will be limited to copays that MetLife has negotiated with participating providers. These copays can be viewed by members after enrollment at [www.metlife.com/mybenefits](http://www.metlife.com/mybenefits). All lens enhancements are available at participating private practices. Maximum copays and pricing are subject to change without notice. Please check with your provider for details and copays applicable to your lens choice. Please contact your local Costco, Walmart and Sam's Club to confirm the availability of lens enhancements and pricing prior to receiving services. Additional discounts may not be available in certain states.

<sup>2</sup> Custom LASIK coverage only available using wavefront technology with the microkeratome surgical device. Other LASIK procedures may be performed at an additional cost to the member. Laser vision care discounts are only available from participating locations.

Vision	Rate per Employee	Lives	Est Monthly Premium	Est Annual Premium
▪ Employee Only	\$7.11	14	\$394	\$4,723
▪ Employee + 1 Dependent	\$10.31	7		
▪ Employee + Family	\$18.49	12		
▪ Total		33		
Rates are guaranteed from July 1, 2022 - July 31, 2025 (37)				

## Frequency / Exclusions

Class Description: All Active Full Time Employees	
Frequencies	
▪ Examinations	▪ 1 per 12 Months
▪ Standard Corrective Lenses	▪ 1 per 12 Months
▪ Frames	▪ 1 per 24 Months
▪ Contact Lenses	▪ 1 per 12 Months
Either glasses or contacts allowed per frequency	

Exclusions
<ul style="list-style-type: none"> <li>▪ Services and/or materials not specifically included in the Summary of Benefits as covered Plan Benefits.</li> <li>▪ Any portion of a charge in excess of the Maximum Benefit Allowance or reimbursement indicated in the Summary of Benefits.</li> <li>▪ Plano lenses (lenses with refractive correction of less than <math>\pm .50</math> diopter)</li> <li>▪ Two pairs of glasses instead of bifocals.</li> <li>▪ Replacement of lenses, frames and/or contact lenses furnished under this Plan which are lost, stolen or damaged, except at the normal intervals when Plan Benefits are otherwise available.</li> <li>▪ Orthoptics or vision training and any associated supplemental testing.</li> <li>▪ Medical or surgical treatment of the eyes.</li> <li>▪ Prescription and non-prescription medications.</li> <li>▪ Contact lens insurance policies or service agreements.</li> <li>▪ Refitting of contact lenses after the initial (90-day) fitting period.</li> <li>▪ Contact lens modification, polishing or cleaning.</li> <li>▪ Local, state and/or federal taxes, except where MetLife is required by law to pay.</li> <li>▪ Any eye examination or any corrective eyewear required as a condition of employment.</li> <li>▪ Services and supplies received by You or Your Dependent before the Vision Insurance starts for that person.</li> <li>▪ Missed appointments.</li> <li>▪ Services or materials resulting from or in the course of a Covered Person's regular occupation for pay or profit for which the Covered Person is entitled to benefits under any Workers' Compensation Law, Employer's Liability Law or similar law. You must promptly claim and notify the Company of all such benefits.</li> <li>▪ Services: (a) for which the employer of the person receiving such services is not required to pay; or (b) received at a facility maintained by the Employer, labor union, mutual benefit association, or VA hospital.</li> <li>▪ Services or materials received as a result of disease, defect, or injury due to war or an act of war (declared or undeclared), taking part in a riot or insurrection, or committing or attempting to commit a felony.</li> <li>▪ Services and materials obtained while outside the United States, except for emergency vision care.</li> <li>▪ Services, procedures, or materials for which a charge would not have been made in the absence of insurance.</li> </ul>

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<b>Highlights</b>
Broker Commissions included in the rate: Flat 15.00%
Expected Participation: 85%
Employee Contributions: 100%
Financial Arrangement: Non-retrospectively Experience Rated
Situs is KANSAS
SIC Code: 9111
Dependent Child Definition: A Child is covered up to age 26; A student is covered up to age 26.
This quote assumes the plan is a Section 125 plan.
An Open Enrollment period occurring annually is included

<b>Underwriting Assumptions</b>
WillsCenter.com: Online will prep service offered through SmartLegalForms, Inc., available to all customers at no charge.
If insurance coverage is provided, it will be governed by the terms and conditions of the insurance policy and applicable law. If administrative services are provided, they are governed by the terms and condition of the administrative services agreement and by applicable law.
If MetLife is requested to duplicate contractual provisions from the prior carrier, such provisions must be compatible with all MetLife's standards.
The quoted rates and or fees are based upon the request received. If new or additional information in connection with this request is provided, MetLife reserves the right to change its quote at any time before the effective date. After the effective date, rate and or fees are subject to the terms and conditions of the policy and or administrative services agreement.
Only those eligible persons residing in the United States may be covered. Any others must be approved by MetLife.
<b>NOTICE REGARDING NON-US COVERAGE</b>
When providing you with information concerning a group insurance policy issued or proposed to your affiliate or subsidiary outside the United States by a Metropolitan Life Insurance Company (MLIC) affiliate or by other locally licensed insurers that are members of the MAXIS Global Benefits Network (MAXIS GBN), New York insurance law requires the person providing the information to be licensed as an insurance broker. In this capacity, the information provided to you will only be on behalf of such insurers and not on behalf of MLIC or any other insurer that is not a member of MAXIS GBN. Please note that while MLIC is a member of MAXIS GBN and is licensed to transact insurance business in New York, the other MAXIS GBN member insurers are not licensed or authorized to do business in New York. The group insurance policies they issue are for coverage outside the United States and are governed by the laws of the country they were issued in. These policies have not been approved by the New York Superintendent of Financial Services, are not subject to all of the laws of New York, and are not protected by the New York State Guaranty Fund.
Some services in connection with the coverage may be performed by our affiliate, MetLife Services and Solutions, LLC. These service arrangements in no way alter Metropolitan Life Insurance Company's obligations. Coverage will continue to be administered in accordance with Metropolitan Life Insurance Company's policies and procedures.
SIC Code: 9111

## U.S. Business Intermediary and Producer Compensation Notice

Metropolitan Life Insurance Company, Metropolitan Tower Life Insurance Company, and Metropolitan General Insurance Company (collectively herein called "MetLife"), enters into arrangements concerning the sale, servicing and/or renewal of MetLife group insurance and certain other group-related products ("Products") with brokers, agents, consultants, third party administrators, general agents, associations, and other parties that may participate in the sale, servicing and/or renewal of such products (each an "Intermediary"). MetLife may pay your Intermediary compensation, which may include, among other things, base compensation, supplemental compensation and/or a service fee.

MetLife may pay compensation for the sale, servicing and/or renewal of products, or remit compensation to an Intermediary on your behalf. Your Intermediary may also be owned by, controlled by or affiliated with another person or party, which may also be an Intermediary and who may also perform marketing and/or administration services in connection with your products and be paid compensation by MetLife.

Base compensation, which may vary from case to case and may change if you renew your products with MetLife, may be payable to your Intermediary as a percentage of premium or a fixed dollar amount. MetLife may also pay your Intermediary compensation that is based upon your Intermediary placing and/or retaining a certain volume of business (*number of products sold or dollar value of premium*) with MetLife. In addition, supplemental compensation may be payable to your Intermediary for eligible Products. Under MetLife's current supplemental compensation plan (SCP), the amount payable as supplemental compensation may range from 0% to 8% of premium. The supplemental compensation percentage may be based on one or more of: (1) the number of products sold through your Intermediary during a one-year period, or other defined period; (2) the amount of premium or fees with respect to products sold through your Intermediary during a one-year period; (3) the persistency percentage of products inforce through your Intermediary during a one-year period; (4) the block growth of the products inforce through your Intermediary during a one-year period; (5) premium growth during a one-year period; or (6) a flat amount, fixed percentage or sliding scale of the premium for products as set by MetLife. The supplemental compensation percentage will be set by MetLife based on the achievement of the outlined qualification criteria and it may not be changed until the following SCP plan year. As such, the supplemental compensation percentage may vary from year to year, but will not exceed 8% under the current supplemental compensation plan.

The cost of supplemental compensation is not directly charged to the price of our products except as an allocation of overhead expense, which is applied to all eligible group insurance products, whether or not supplemental compensation is paid in relation to a particular sale or renewal. As a result, your rates will not differ by whether or not your Intermediary receives supplemental compensation. If your Intermediary collects the premium from you in relation to your products, your Intermediary may earn a return on such amounts. Additionally, MetLife may have a variety of other relationships with your Intermediary or its affiliates, or with other parties, that involve the payment of compensation and benefits that may or may not be related to your relationship with MetLife (e.g., *insurance and employee benefits exchanges, enrollment firms and platforms, sales contests, consulting agreements, participation in an insurer panel, or reinsurance arrangements*).

More information about the eligibility criteria, limitations, payment calculations and other terms and conditions under MetLife's base compensation and supplemental compensation plans can be found on MetLife's Website at [www.metlife.com/business-and-brokers/broker-resources/broker-compensation](http://www.metlife.com/business-and-brokers/broker-resources/broker-compensation). Questions regarding Intermediary compensation can be directed to [ask4met@metlifeservice.com](mailto:ask4met@metlifeservice.com), or if you would like to speak to someone about Intermediary compensation, please call (800) ASK 4MET. In addition to the compensation paid to an Intermediary, MetLife may also pay compensation to your representative. Compensation paid to your representative is for participating in the sale, servicing, and/or renewal of products, and the compensation paid may vary based on a number of factors including the type of product(s) and volume of business sold. If you are the person or entity to be charged under an insurance policy or annuity contract, you may request additional information about the compensation your representative expects to receive as a result of the sale or concerning compensation for any alternative quotes presented, by contacting your representative or calling (866) 796-1800.

## Non-U.S. Coverage

When providing you with information concerning an eligible group insurance policy issued or proposed to your affiliate or subsidiary outside the United States by a MetLife affiliate or by other locally licensed insurers that are members of the MAXIS Global Benefits Network (MAXIS GBN), New York insurance law requires the person providing the information to be licensed as an insurance broker. In this capacity, the information provided to you will only be on behalf of such insurers and not on behalf of MetLife or any other insurer that is not a member of MAXIS GBN. Please note that while MetLife is a member of MAXIS GBN and is licensed to transact insurance business in New York, the other MAXIS GBN member insurers are not licensed or authorized to do business in New York. The group insurance policies they issue are for coverage outside the United States and are governed by the laws of the country they were issued in. These policies have not been approved by the New York Superintendent of Financial Services, are not subject to all of the laws of New York, and are not protected by the New York State Guaranty Fund.



# BASIC TERM LIFE AND AD&D INSURANCE

**Proposal for:** City of Tonganoxie

**Alternate:** 1.00

The following Basic Term Life and AD&D plan is being proposed on a fully-insured basis effective **07/01/22**. This proposal assumes this coverage is underwritten by United of Omaha Life Insurance Company. For additional information about Mutual of Omaha's products and services, visit [mutualofomaha.com](http://mutualofomaha.com).

## ELIGIBILITY

<b>CLASS DEFINITION(S)</b>	<b>Class 1:</b> All Eligible Employees
<b>ELIGIBILITY REQUIREMENT</b>	This proposal provides coverage for all actively at work employees on the policy effective date working the minimum number of hours shown below in the United States, unless otherwise approved by Mutual of Omaha. Certain requirements apply.
<b>MINIMUM WORK HOURS</b>	<b>Class 1:</b> 30 or more hours each week

## BENEFIT SUMMARY

EMPLOYEE TERM LIFE BENEFIT AMOUNTS	Benefit	Maximum Benefit	Guarantee Issue Amount	Minimum Benefit
	\$25,000	\$25,000	\$25,000	\$25,000

EMPLOYEE BENEFIT REDUCTION SCHEDULE*	At Age	Benefits Reduce to:
	65	65%
	70	45%
	75	30%
	80	20%
	85	15%
	90+	10%

\* All benefit reductions are a percentage of the original benefit amount. Coverage terminates at retirement.

**EMPLOYEE AD&D BENEFIT AMOUNT** The AD&D Principal Sum amount is equal to the amount of basic term life insurance.

## PARTICIPATION AND COST SUMMARY

PARTICIPATION ASSUMPTIONS	Minimum Participation	Number of Eligible Employees	Contribution Structure
	100%	39	Non-Contributory

COST SUMMARY	Number of Lives	Total Monthly Volume	Monthly Rate	Total Monthly Premium	Total Annual Premium
Employee Term Life	39	\$966,250	\$0.230/\$1,000	\$222.24	\$2,666.88
Employee AD&D	39	\$966,250	\$0.027/\$1,000	\$26.09	\$313.08
<b>Total</b>	--	--	--	<b>\$248.33</b>	<b>\$2,979.96</b>

**RATE GUARANTEE** 2 Years

**RATE GUARANTEE DATE** 07/01/2024

## ADDITIONAL BENEFITS

<b>WAIVER OF PREMIUM - DISABILITY</b>	<ul style="list-style-type: none"> <li>▪ <b>Definition of Disability</b> - Any Occupation</li> <li>▪ <b>Elimination Period</b> - 9 months</li> <li>▪ <b>Termination</b> - Age 65</li> </ul>						
<b>LIVING CARE BENEFIT</b>	50% to \$100,000						
<b>PORTABILITY</b>	Included						
<b>LAYOFF/LEAVE</b>	<ul style="list-style-type: none"> <li>▪ <b>Temporary Layoff</b> - 12 weeks</li> <li>▪ <b>Personal Leave</b> - 12 weeks</li> </ul>						
<b>CONTINUATION FOR FEDERAL AND STATE LAWS</b>	<b>Included</b> – The federal Family and Medical Leave Act (FMLA) and Uniformed Services Employment and Reemployment Rights Act (USERRA) and any amendments thereto, as well as other applicable federal or state laws, may allow continuation of insurance in certain instances for leaves of absence, layoff or termination. Insurance may be continued for the time period allowed by the applicable law, for the employee/member. This provision applies to employer and union groups only, subject to certain conditions.						
<b>TRAVEL ASSISTANCE</b>	Included						
<b>EMPLOYEE ASSISTANCE PROGRAM (EAP)</b>	<b>Basic</b> – An in-house team of master’s level EAP professionals are available 24/7/365 to provide individual assessments. Employees with the Basic plan can take advantage of three professional calls where EAP professionals will guide them to resources and community referrals and one legal face to face visit with an attorney, up to 30 minutes. This plan does not include any face to face visits with an EAP counselor. Access to EAP services is obtained by calling 1-800-316-2796 or by using an online submission form for employee convenience. Online there are valuable resources and links for additional assistance, including: current events, family and relationships, emotional well-being, financial wellness, substance abuse and addiction, legal assistance and work and career.						
<b>AD&amp;D</b>	24 hour coverage for employees						
<b>AD&amp;D BENEFITS</b>	<table border="0" style="width: 100%;"> <tr> <td>- Seat Belt</td> <td>- Paralysis</td> <td>- Common Carrier</td> </tr> <tr> <td>- Airbag</td> <td>- Coma</td> <td>- Childcare Center</td> </tr> </table>	- Seat Belt	- Paralysis	- Common Carrier	- Airbag	- Coma	- Childcare Center
- Seat Belt	- Paralysis	- Common Carrier					
- Airbag	- Coma	- Childcare Center					
<b>CONVERSION</b>	Included						





## BASIC TERM LIFE AND AD&D INSURANCE

### DEFINITION OF ANNUAL SALARY

Unless otherwise agreed to by Mutual of Omaha, this proposal assumes annual salary is the employee's gross annual salary received from the employer and in effect immediately prior to the date of loss, as verified by premium we have received in effect immediately prior to date of loss or by the employee's W-2 Form.

Annual salary excludes:

- Other Extra Compensation
- Contributions to deferred compensation plans
- Overtime
- Differentials
- Commissions
- Bonuses

### ADDITIONAL BENEFITS

The information below is intended to provide more detail about the benefits for basic term life insurance outlined previously in this proposal. Unless otherwise noted, the following plan features apply to the employee's coverage under the basic term life plan.

#### **WAIVER OF PREMIUM - DISABILITY**

Life insurance continues without payment of premium for employees who are disabled and unable to perform the duties of any occupation, provided:

- Disability begins while the employee is insured by Mutual of Omaha
- Disability begins prior to age 60 and terminates at age 65
- Proof of disability is provided to Mutual of Omaha prior to the end of the disability elimination period (first 9 months of disability)
- Proof of continued disability is verified periodically, according to the terms of the contract

#### **LIVING CARE BENEFIT**

For eligible employees with a terminal illness, Mutual of Omaha will pay a sum equal to 50% of the term life insurance benefit, up to a maximum of \$100,000. This amount is subtracted from the term life insurance benefit amount prior to payment of a death benefit.

#### **PORTABILITY**

Portability allows employees and their eligible dependents to take their coverage with them when they are no longer insured under the policy. Employees electing to port coverage become responsible for the premium payments.

The claims experience of ported individuals is not charged back to the experience of the group, and there is no additional service waiting period for an employee to be eligible for Portability. Coverage ported by an employee does not terminate when the master policy terminates.

## CONVERSION

Individuals covered under this plan who cease to be eligible for coverage may convert to an individual policy. The conversion policy:

- Does not require evidence of good health
- May contain limitations
- Must be applied for within 31 days of becoming ineligible
- Can be any of the individual life insurance policies offered by Mutual of Omaha, except term insurance, up to the terminated amount of coverage

Individuals whose life insurance ends because of termination of the policy or termination of a class and have been insured under the policy for at least 5 years, may convert their coverage to an individual policy. The conversion policy:

- Must be applied for within 31 days of becoming ineligible
- Pays the amount of group life insurance an employee is eligible to convert if the employee dies within 31 days after their insurance ends

## ACCIDENTAL DEATH & DISMEMBERMENT (AD&D) BENEFITS

This proposal assumes the AD&D benefits are offered in conjunction with the basic term life plan. The information below is intended to provide detail about the benefits for AD&D included in this proposal. Unless otherwise noted, the following plan features apply to the employee's coverage under the plan.

### AD&D BENEFIT SCHEDULE

AD&D enhances the employee benefit offering by providing employees financial support when they've suffered an unexpected loss. The AD&D benefit is paid if an employee (or dependent, if covered) is injured as a result of an accident, and that injury is independent of sickness and all other causes.

Benefits are paid according to the following schedule:

Loss	Benefit
<ul style="list-style-type: none"><li>▪ Life</li><li>▪ Both hands</li><li>▪ Both Feet</li><li>▪ Entire sight of both eyes</li><li>▪ One hand and one foot</li><li>▪ One hand and entire sight of one eye</li><li>▪ One foot and entire sight of one eye</li><li>▪ Speech and hearing (both ears)</li></ul>	Principal Sum
<ul style="list-style-type: none"><li>▪ Entire sight of one eye</li><li>▪ Speech or hearing (both ears)</li><li>▪ One hand or one foot</li></ul>	One-half of the Principal Sum
<ul style="list-style-type: none"><li>▪ Loss of thumb and index finger of same hand</li></ul>	One-fourth of the Principal Sum

### ADDITIONAL AD&D BENEFITS

Additional AD&D benefits provide added security to employees by paying benefits in addition to the basic AD&D benefit. Additional benefits included in this proposal are:

- **Seat Belt Benefit** - If the insured is injured in an automobile accident while wearing a seat belt, and that injury results in death, a benefit is payable.
- **Common Carrier Benefit** - If the insured is injured while riding as a fare-paying passenger, and not as an operator or member of the crew, in any public air, land or water conveyance provided by a common carrier primarily for passenger service, and that injury results in death, a benefit is payable equal to 100% of the Principal Sum, up to the lesser of the plan maximum or \$1,000,000.
- **Airbag Benefit** - If the insured is injured in an automobile accident, an airbag is in use and that injury results in death, a benefit is payable.
- **Childcare Benefit** - If the insured is injured and that injury results in death, an eligible dependent may receive Childcare benefits equal to 5% of the Principal Sum, up to \$5,000. This benefit is payable for each dependent, and is payable to the employee's spouse.
- **Paralysis Benefit** -Benefits for additional losses:

- Loss - Quadriplegia / Benefit - Principal Sum
- Loss - Triplegia / Benefit - Three-quarters of the Principal Sum
- Loss - Paraplegia or Hemiplegia / Benefit - One-half of the Principal Sum
- Loss - Uniplegia / Benefit - One-fourth of the Principal Sum
- **Coma Benefit** - If the insured is injured, and as a result becomes comatose within 31 days of the injury and remains comatose for 31 days, benefits are payable equal to 5% of the amount of the Principal Sum per month, for up to a maximum of 20 months.

**AD&D EXCLUSIONS**

Exclusions and limitations apply to this coverage. Please refer to a sample booklet or contract for additional information, available upon request.

## TRAVEL ASSISTANCE

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If employees have an emergency while traveling, either abroad or more than 100 miles from home, they can obtain assistance services any time. Provided by AXA Assistance U.S.A., Travel Assistance services are available to employees and their dependents anywhere in the world, offering access to support professionals who can help them access pre-departure information, find quality medical care, support services for hotel arrangements or luggage tracing, and technical assistance.

Travel Assistance services include:

- |   |   |
|---|---|
| <b>PRE-DEPARTURE<br/>INFORMATION</b>    | <ul style="list-style-type: none"><li>▪ Health hazards advisory for worldwide destinations</li><li>▪ Domestic and international weather information</li><li>▪ Consulate and Embassy locations</li><li>▪ Required documentation information (ex. passport or visa)</li></ul>   |
| <b>EMERGENCY MEDICAL<br/>ASSISTANCE</b> | <ul style="list-style-type: none"><li>▪ Locating medical care</li><li>▪ Medical insurance coordination</li><li>▪ Case communications</li><li>▪ Transportation for a family member</li><li>▪ Hotel convalescence arrangements</li><li>▪ Prescription drugs coordination</li><li>▪ Medically necessary repatriation</li></ul> |
| <b>TRAVEL SUPPORT<br/>SERVICES</b>      | <ul style="list-style-type: none"><li>▪ Emergency cash coordination</li><li>▪ Hotel/motel arrangements and information</li><li>▪ Lost/delayed luggage tracing</li></ul>   |
| <b>TECHNICAL<br/>ASSISTANCE</b>         | <ul style="list-style-type: none"><li>▪ Coordination of credit card, airline ticket, or other documentation replacement</li><li>▪ Interpreter/translator services</li><li>▪ Vehicle return service</li><li>▪ Lawyer referrals</li><li>▪ Coordination of financial assistance for bonds/bail</li></ul>                       |
| <b>INFORMATIONAL<br/>BROCHURES</b>      | <p>A convenient tri-fold brochure, which includes detachable wallet cards for easy reference, is available to provide employees information about Travel Assistance. A PDF version of the information is also available, for printing, e-mailing, or internet distribution.</p>   |



## EMPLOYEE ASSISTANCE PROGRAM (EAP)

Employees are the backbone of any organization. When they're performing at their best, their company benefits. Sometimes, work and life throws employees a curve ball and they don't know where to turn. That's where Mutual of Omaha's EAP can help. Staffed by licensed, master's level counselors, this value-added service helps employers provide their employees the help they need so they spend less time worrying about the issues in their life and can focus on being the productive employees they've always been.

Mutual of Omaha has an in-house team of master's level EAP professionals who are available 24/7/365 to provide individualized assessments. EAP professionals will help members and eligible dependents develop a plan and identify resources to meet their individual needs. Each of the three, affordable EAP plans, whether Basic, Enhanced or Comprehensive, comes with exceptional support and outstanding customer service and will provide employees the support they need to navigate through difficult personal and job-related situations.

### Basic EAP services include:

<b>ACCESS AND NATIONAL TOLL-FREE 800 NUMBER</b>	Toll-free 1-800 number is answered by EAP master's level professionals who are available 24 hours a day, seven days a week to assist. Translation services are also available for callers in over 120 languages. Additionally, there is a convenient, online intake form that can be accessed at <a href="http://www.mutualofomaha.com/eap">www.mutualofomaha.com/eap</a> .
<b>ASSESSMENT AND REFERRAL</b>	As appropriate, EAP professionals will work with callers to develop an individual action plan and help them access additional services and local resources.
<b>COUNSELING OPTIONS</b>	Employees with the Basic plan can take advantage of three professional calls where EAP professionals will guide them to resources and community referrals. This plan does not include any face to face visits with an EAP counselor.
<b>ONLINE SERVICES</b>	Readily available is an inclusive website with resources and links for additional assistance, including: <ul style="list-style-type: none"><li>• Current events and resources</li><li>• Family and relationships</li><li>• Emotional well-being</li><li>• Financial wellness</li><li>• Substance abuse and addiction</li><li>• Legal assistance</li><li>• Physical well-being</li><li>• Work and career</li><li>• Bilingual article library</li></ul>
<b>EMPLOYEE FAMILY LEGAL SERVICES</b>	<a href="http://www.mutualofomaha.com/eap">www.mutualofomaha.com/eap</a> offers valuable legal resources like a legal library, legal forms, and other helpful tools. Employees receive one legal face to face with an attorney, up to 30 min. A 25% discount is available if the member desires continued legal services with the same attorney.
<b>EMPLOYEE FAMILY FINANCIAL SERVICES</b>	Mutual of Omaha has partnered with iGrad's Enrich to provide eligible employees and dependents access to a financial wellness platform. The Enrich platform offers the ability to personalize the experience and content making it easy for employees to seek guidance specific to their financial needs. Through this platform, individuals can access comprehensive tools and resources to help them meet their financial goals. To access the financial platform, visit <a href="http://www.mutualofomaha.com/eap">www.mutualofomaha.com/eap</a> .

**EMPLOYEE  
COMMUNICATION  
MATERIALS**

To provide employees helpful information about EAP, flyers, posters and wallet cards are available in both English and Spanish. Also available are orientation videos and an educational library with articles, hand-outs and behavioral quick tips.



# ELIGIBILITY CRITERIA

## BASIC TERM LIFE AND AD&D

**ELIGIBLE EMPLOYEES** This proposal provides coverage for all actively at work employees on the policy effective date working a minimum of 30 hours per week in the United States, unless otherwise approved by Mutual of Omaha. Certain requirements apply.

**WHEN COVERAGE BEGINS** Coverage for most employees insured under the current plan of life insurance begins on the effective date of the plan. Exceptions for new hires are as follows:

For employees who are:	Coverage begins:
Confined <ul style="list-style-type: none"> <li>▪ In a hospital</li> <li>▪ In an institution</li> <li>▪ In a care facility</li> <li>▪ At home</li> </ul>	When confinement ends
Not at work due to an injury or sickness	When the employee returns to work

Coverage for employees hired after the effective date of the plan will be covered either on the first day following the completion of any qualifying period or the first of the month following the completion of any qualifying period.

**WHEN COVERAGE BEGINS - DEPENDENTS** Coverage for most dependents insured under the current plan of life insurance begins on the effective date of the plan. Exceptions are as follows:

For dependents who are:	Coverage begins:
Confined <ul style="list-style-type: none"> <li>▪ In a hospital</li> <li>▪ In an institution</li> <li>▪ In a care facility</li> <li>▪ At home</li> </ul>	When confinement ends
Disabled physically or mentally to the extent of being unable to perform normal activities or not able to engage in any work; this will not apply to dependents covered under the employer's current plan of life insurance as long as they are insured under the Mutual of Omaha policy on the effective date	When all normal activities are resumed and/or the dependent has returned to work

**EVIDENCE OF INSURABILITY** Evidence of insurability (evidence of good health) is required:

- If enrollment is received after 31 days of becoming eligible for coverage
- If reinstatement of coverage is applied for after the policy has lapsed
- For coverage amounts in excess of the guarantee issue amount

**LETTER of ENGAGEMENT**

Effective this 14<sup>th</sup> day of December 2021, the City of Tonganoxie (hereinafter "City") and Kenneth J Moore, (hereinafter "Judge"), hereby enter into this Letter of Engagement regarding the terms and conditions of his appointment as Municipal Court Judge.

**WHEREAS**, the Tonganoxie City Council, on December 6, 2021, appointed Kenneth J Moore as Municipal Court Judge for the City for the remainder of the term of office which expires in May 2022.

**NOW, THEREFORE**, in consideration of the promises set forth herein, the City and Judge do hereby agree on the following terms and conditions.

1. **COMPENSATION AND DUTIES:** The parties agree that the salary shall be \$600.00 per month, payable monthly to perform the duties of Municipal Court Judge associated with the regularly scheduled monthly Court docket.
  
2. **TERMS AND CONDITIONS:**
  - a. In the event the Judge voluntarily terminates his appointment at any time during the term of office or should the Judge decide not to seek reappointment to another term of office, the Judge shall give the City Manager no less than 15 calendar days' notice.
  
  - b. The City agrees to reasonably budget and pay the professional dues and subscriptions of the Judge necessary for his participation in associations and other professional organizations necessary and desirable for the legal and professional requirements, participation, growth, and advancement and for the good of the City.

**IN WITNESS WHEREOF**, the parties have agreed effective the day and year first above written.

**City of Tonganoxie**

By: \_\_\_\_\_

  
**George Brajkovic, City Manager**

**JUDGE**

  
\_\_\_\_\_  
**Kenneth J Moore**



April 29, 2022

**Via Electronic Mail**

George Brajkovic  
City Manager  
City of Tonganoxie, Kansas  
526 E. 4<sup>th</sup> Street  
Tonganoxie, Kansas 66086  
Email: [gbrajkovic@tonganoxie.org](mailto:gbrajkovic@tonganoxie.org)

Re: City Attorney Reappointment

Dear Mr. Brajkovic:

I am writing to request reappointment as City Attorney for the City of Tonganoxie, Kansas for another year. It is a pleasure to work with City elected and appointed officials and staff, and it would be an honor to continue this service. Thank you for your consideration.

Sincerely,

**Stinson LLP**



Anna M. Krstulic

AMK: