

LA VISTA CITY COUNCIL MEETING AGENDA

January 15, 2019

7:00 P.M.

Harold "Andy" Anderson Council Chamber
La Vista City Hall
8116 Park View Blvd

- **Call to Order**
- **Pledge of Allegiance**
- **Announcement of Location of Posted Open Meetings Act**
- **Proclamation – Eagle Scout Service Project – Sebastien Arnold**
- **Appointment – Library Advisory Board – Carol Westlund – 2 year term**

All matters listed under item A, Consent Agenda, are considered to be routine by the city council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. CONSENT AGENDA

1. **Approval of the Agenda as Presented**
2. **Approval of the Minutes of the January 2, 2019 City Council Meeting**
3. **Monthly Financial Report – November 2018**
4. **Request for Payment – Blade Masters Grounds Maint, Inc. – Construction Services – Civic Center Phase 2 - \$292,634.07**
5. **Request for Payment – Design Workshop – Professional Services – 84th Streetscape Plan – \$20,842.10**
6. **Request for Payment – Design Workshop – Professional Services – 84th Streetscape Plan - \$10,881.77**
7. **Request for Payment – Olsson – Professional Services – City Centre Lot 17 Parking Garage NE – \$6,880.19**
8. **Request for Payment – Papio-Misouri River Natural Resources District – Professional Services – \$250,000.00**
9. **Request for Payment – Swain Construction – Construction Services – 84th Street Access Improvements – \$7,502.00**
10. **Request for Payment – The Novak Consulting Group – Professional Services – Public Works and Recreation Organizational Assessment – \$14,130.00**
11. **Approval of Claims**

- **Reports from City Administrator and Department Heads**

B. Resolution – Sarpy County Economic Development Corporation – Professional Service Agreement

C. Resolution – Engineering Services Agreement – Quiet Zone Safety Measures – Required Periodic Review

D. Resolution – Authorize Request for Qualifications & Proposals – Engineering Services – East La Vista – Sewer & Pavement Rehabilitation

E. Resolution – Advertisement for Bids – 84th Street Pavement Rehabilitation

F. Resolution – Advertisement for Bids – Park View Blvd. Resurfacing – 72nd St. to 84th St.

G. Resolution – Change Order No. 2 – 84th Street Redevelopment Area – Public Improvement Redevelopment Project – 84th Street Access Improvements

H. Position Descriptions – Library: New and Update

I. Position Descriptions – Community Development: New and Update

- **Comments from the Floor**
- **Comments from Mayor and Council**
- **Adjournment**

The public is welcome and encouraged to attend all meetings. If special accommodations are required please contact the City Clerk prior to the meeting at 402-331-4343. A copy of the Open Meeting Act is posted in the Council Chamber and available in the public copies of the Council packet. Citizens may address the Mayor and Council under "Comments from the Floor." Comments should be limited to five minutes. We ask for your cooperation in order to provide for an organized meeting.



PROCLAMATION

WHEREAS, the conferring of an Eagle Scout is one of the highest awards that can be bestowed upon a Boy Scout; and

WHEREAS, such award is an earned award in that the recipient must perform and successfully complete and pass the rigid requirements exacted to achieve an Eagle Scout Award; and

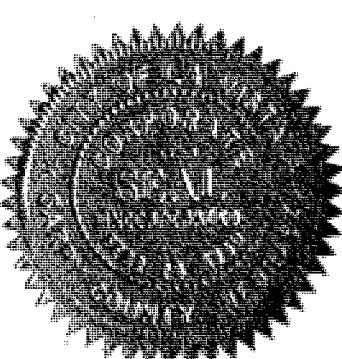
WHEREAS, less than two percent of all Scouts actually achieve this goal; and

WHEREAS, as his Eagle Service Project, Sebastien Arnold repainted the basketball court; at Central Park; and

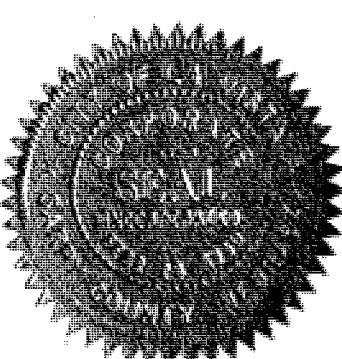
WHEREAS, the City of La Vista wishes to recognize this noteworthy achievement of Sebastien Arnold.

NOW, THEREFORE, I, Douglas Kindig, Mayor of the City of La Vista, do hereby congratulate Sebastien Arnold on his endeavors to attain the rank of Eagle Scout and commend him for his unwavering commitment to the Boy Scouts of America.

DATED THIS 15TH DAY OF JANUARY, 2019.


Douglas Kindig, Mayor

ATTEST:


Pamela A. Buethe, CMC
City Clerk

MINUTE RECORD

A-2

No. 729 — REDFIELD & COMPANY, INC. OMAHA E1510566LD

LA VISTA CITY COUNCIL MEETING JANUARY 2, 2019

A meeting of the City Council of the City of La Vista, Nebraska was convened in open and public session at 6:00 p.m. on January 2, 2019. Present were Councilmembers: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Also in attendance were City Attorney Canella, City Administrator Gunn, Assistant City Administrator Ramirez, City Clerk Buethe, Police Chief Lausten, City Engineer Kottmann, Assistant Director of Public Works Calentine, Library Director Barcal, Director of Administrative Services Pokorny, Assistant Recreation Director Karlson, and Finance Director Miserez.

A notice of the meeting was given in advance thereof by publication in the Times on December 19, 2018. Notice was simultaneously given to the Mayor and all members of the City Council and a copy of the acknowledgment of the receipt of notice attached to the minutes. Availability of the agenda was communicated to the Mayor and City Council in the advance notice of the meeting. All proceedings shown were taken while the convened meeting was open to the attendance of the public. Further, all subjects included in said proceedings were contained in the agenda for said meeting which is kept continuously current and available for public inspection at City Hall during normal business hours.

Mayor Kindig called the meeting to order, led the audience in the Pledge of Allegiance, and made the announcements.

APPOINTMENTS – PERSONNEL BOARD - REAPPOINT MARY L. HEWITT – 6 YEAR TERM

Mayor Kindig stated, with the approval of the City Council, he would like to re-appoint Mary L. Hewitt to the Personnel Board for a 6 year term. Councilmember Thomas motioned the approval, seconded by Councilmember Quick. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

A. CONSENT AGENDA

1. APPROVAL OF THE AGENDA AS PRESENTED
2. APPROVAL OF THE MINUTES OF THE DECEMBER 18, 2018 CITY COUNCIL
MEETING
3. REQUEST FOR PAYMENT – BEST BEST & KRIEGER LLP – PROFESSIONAL
SERVICES – APPEAL OF FCC ORDERS ON SMALL CELL DEPLOYMENT
AND MORATORIA – \$5,000.00
4. REQUEST FOR PAYMENT – BURNS MCDONNELL – PROFESSIONAL
SERVICES – SEWER RATE STUDY – \$14,774.00
5. REQUEST FOR PAYMENT – DLR GROUP – PROFESSIONAL SERVICES –
CITY CENTRE PARKING FACILITY – \$2,040.00
6. REQUEST FOR PAYMENT – FELSBURG, HOLT, & ULLEVIG –
PROFESSIONAL SERVICES – GILES SIGNAL RETIMING – \$3,837.65
7. REQUEST FOR PAYMENT – HAWKINS CONSTRUCTION COMPANY –
CONSTRUCTION SERVICES – PARKING DISTRICT 2, STRUCTURE 1 –
\$42,076.80
8. REQUEST FOR PAYMENT – HDR ENGINEERING INC. – PROFESSIONAL
SERVICES – PUBLIC IMPROVEMENTS AND OTHER WORKS – \$14,352.45
9. REQUEST FOR PAYMENT – OLSSON – PROFESSIONAL SERVICES – CITY
CENTRE PHASE 1 PUBLIC INFRASTRUCTURE – \$27,990.67
10. REQUEST FOR PAYMENT – OLSSON – PROFESSIONAL SERVICES – 84TH
STREET REDEVELOPMENT SITE PREPARATION – \$561.00
11. REQUEST FOR PAYMENT – RDG – PROFESSIONAL SERVICES – CIVIC
CENTER PARK PHASE 1 – \$2,099.30
12. REQUEST FOR PAYMENT – ROTELLA'S ITALIAN BAKERY, INC. –
CONNECTION TO STORM SEWER ON 108TH – \$4,238.33
13. REQUEST FOR PAYMENT – SWAIN CONSTRUCTION – CONSTRUCTION
SERVICES – 84TH STREET ACCESS IMPROVEMENTS – \$45,405.00
14. REQUEST FOR PAYMENT – THOMPSON, DREESSEN & DORNER, INC. –
PHASE 2 GOLF COURSE TRANSFORMATION – \$3,509.80
15. APPROVAL OF CLAIMS

A & D TECHNICAL SUPPLY CO, supplies	138.00
ACTION BATTERIES, maint.	18.95

MINUTE RECORD

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No. 729 — REEDEL & COMPANY, INC. OMAHA E1310558LD

AED ZONE, supplies	636.00
ALL TRAFFIC SOLUTIONS, INC, services	5,734.00
ASPHALT & CONCRETE MATERIALS, maint.	501.50
BARONE SECURITY SYSTEMS, services	126.00
BIG BROTHERS BIG SISTERS, refund	200.00
BISHOP BUSINESS EQUIPMENT, services	1,108.43
BLACK HILLS ENERGY, utilities	2,259.92
CATHERINE DEMES MAYDEW, services	3,233.75
CENTER POINT PUBLISHING, books	364.32
CENTURY LINK, phones	341.14
CINTAS CORP, services	633.83
CITY OF PAPILLION, services	170,868.25
CORNHUSKER INTL TRUCKS INC, maint.	396.19
COX COMMUNICATIONS, services	147.03
CULLIGAN OF OMAHA, services	14.00
CUMMINS CENTRAL POWER LLC, services	221.25
DATASHIELD CORP, services	120.00
DB MARKETING TEAM, INC, services	238.74
DELL MARKETING L.P., services	141.02
DI GIORGIO'S SPORTSWEAR INC, apparel	183.21
DIAMOND VOGEL PAINTS, services	119.87
DOUGLAS COUNTY SHERIFF'S OFC, services	962.50
DULTMEIER SALES & SERVICE, maint.	146.05
EXPRESS DISTRIBUTION LLC, supplies	28.06
FBG SERVICE CORP, bld&grnds	5,965.00
FELSBURG HOLT & ULLEVIG, services	571.32
FINDAWAY WORLD, LLC, books	1,189.91
FIRST NATIONAL BANK FREMONT, bonds	318,808.75
FIRST WIRELESS INC, services	113.60
FITZGERALD SCHORR BARMETTLER, services	55,313.65
FOCUS PRINTING, supplies	75.00
GALE, books	47.23
GCR TIRES & SERVICE, maint.	331.21
GENERAL FIRE & SAFETY EQUIP CO, services	2,928.00
GILMORE & BELL PC, services	31,500.00
GRAHAM CONSTRUCTION, INC, services	364,653.86
GROSS BELGIANS INC, services	700.00
GRUNWALD MECHANICAL, bld&grnds	57,715.00
HANEY SHOE STORE, apparel	150.00
HENKE MANUFACTURING CORP, maint.	186.58
HOCKENBERGS, supplies	66.23
HUNTEL COMMUNICATIONS, INC, services	3,171.30
HURST, J., travel	72.21
HY-VEE INC, services	60.00
INGRAM LIBRARY SERVICES, books	3,410.85
J & J SMALL ENGINE, services	976.25
JOHNSTONE SUPPLY CO, maint.	16.92
LELAND APPAREL, apparel	150.00
LEXIS NEXIS MATTHEW BENDER, services	247.10
LOU'S SPORTING GOODS, supplies	72.00
MARK A KLINKER, services	200.00
MATHESON TRI-GAS INC, supplies	238.52
MAX I WALKER UNIFORM, services	1,098.98
MENARDS-RALSTON, bld&grnds	228.29
MUD, utilities	1,532.28
MIDWEST TAPE, media	76.57
MSC INDUSTRIAL SUPPLY CO, maint.	225.51
NAT'L EVERYTHING WHOLESALE, supplies	822.34
NE CODE OFFICIALS ASSN, services	150.00
NE LTAP TRAINING, services	400.00

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NE SALT & GRAIN CO, maint.	1,706.25
NETWORKFLEET, INC, services	1,424.93
OFFICE DEPOT INC, supplies	461.43
OPPD, utilities	5,185.21
PAYLESS OFFICE PRODUCTS, supplies	95.37
PETTY CASH, supplies	102.98
PLAINS EQUIPMENT GROUP, services	920.21
R. L. CRAFT CO., INC, bld&grnds	1,477.60
RAINBOW GLASS & SUPPLY, maint.	39.95
SARPY COUNTY ECONOMIC DEV.CORP, services	25.00
SESAC LLC, services	438.00
SIGN IT, services	325.00
SUBURBAN NEWSPAPERS INC, services	78.00
THE NOVAK CONSULTING GROUP, INC., services	15,161.00
THOMPSON DREESSEN & DORNER, services	25,175.10
TOSHIBA FINANCIAL, services	138.00
TRACTOR SUPPLY, bld&grnds	30.98
VERIZON WIRELESS, phones	209.45
WAL-MART, supplies	1,299.67

Councilmember Sell made a motion to approve the consent agenda. Seconded by Councilmember Hale. Councilmember Crawford reviewed the bills and stated everything was in order. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

REPORTS FROM CITY ADMINISTRATOR AND DEPARTMENT HEADS

Library Director Barcal reported that 350 people attended the Noon Year's Eve Party at the Library.

B. ORDINANCE – ADOPT MUNICIPAL CODE SECTION 93.060 OFFICIAL DESIGN CRITERIA AND SPECIFICATIONS FOR THE INSTALLATION OF WIRELESS FACILITIES IN PUBLIC RIGHT-OF-WAY

Councilmember Hale introduced Ordinance No. 1339 entitled: AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, TO ADOPT AND CODIFY OFFICIAL DESIGN CRITERIA AND SPECIFICATIONS FOR THE INSTALLATION OF WIRELESS FACILITIES INCLUDING BUT NOT LIMITED TO NETWORK NODES AND NODE SUPPORT POLES AS SECTION 93.060 OF THE LA VISTA MUNICIPAL CODE; TO REPEAL CONFLICTING ORDINANCES PREVIOUSLY ENACTED; TO PROVIDE FOR SEVERABILITY; AND TO PROVIDE FOR THE EFFECTIVE DATE HEREOF.

Councilmember Sell moved that the statutory rule requiring reading on three different days be suspended. Councilmember Sheehan seconded the motion to suspend the rules and roll call vote on the motion. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried. The motion to suspend the rules was adopted and the statutory rule was declared suspended for consideration of said ordinance.

Said ordinance was then read by title, and thereafter Councilmember Sheehan moved for final passage of the ordinance which motion was seconded by Councilmember Crawford. The Mayor then stated the question, "Shall Ordinance No. 1339 be passed and adopted?" Upon roll call vote the following Councilmembers voted aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. The passage and adoption of said ordinance having been concurred on by a majority of all members of the Council, the Mayor declared the ordinance adopted, and the Mayor, in the presence of the Council, signed and approved the ordinance and the City Clerk attested the passage/approval of the same and affixed her signature thereto.

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No. 729 — REEDFIELD & COMPANY, INC. OMAHA E1310556LD

C. ORDINANCE – ADOPT DESIGN GUIDELINES FOR THE INSTALLATION OF WIRELESS FACILITIES IN PUBLIC RIGHT-OF-WAY

Councilmember Hale introduced Ordinance No. 1340 entitled: AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, TO ADOPT DESIGN GUIDELINES FOR THE INSTALLATION OF WIRELESS FACILITIES IN PUBLIC RIGHT-OF-WAY; TO REPEAL CONFLICTING ORDINANCES PREVIOUSLY ENACTED; TO PROVIDE FOR SEVERABILITY; AND TO PROVIDE FOR THE EFFECTIVE DATE HEREOF.

Councilmember Sell moved that the statutory rule requiring reading on three different days be suspended. Councilmember Quick seconded the motion to suspend the rules and roll call vote on the motion. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried. The motion to suspend the rules was adopted and the statutory rule was declared suspended for consideration of said ordinance.

Said ordinance was then read by title, and thereafter Councilmember Sheehan moved for final passage of the ordinance which motion was seconded by Councilmember Thomas. The Mayor then stated the question, "Shall Ordinance No. 1340 be passed and adopted?" Upon roll call vote the following Councilmembers voted aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. The passage and adoption of said ordinance having been concurred on by a majority of all members of the Council, the Mayor declared the ordinance adopted, and the Mayor, in the presence of the Council, signed and approved the ordinance and the City Clerk attested the passage/approval of the same and affixed her signature thereto.

D. RESOLUTION – PROFESSIONAL SERVICES AGREEMENT – PLACEMAKING & LANDSCAPE DESIGN SERVICES

Councilmember Thomas introduced and moved for the adoption of Resolution No. 19-001 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE SELECTION OF RDG PLANNING AND DESIGN, OMAHA, NEBRASKA, TO PROVIDE PLACEMAKING AND LANDSCAPE DESIGN SERVICES FOR CIVIC AREAS ASSOCIATED WITH THE 84TH STREET REDEVELOPMENT PROJECT AND AUTHORIZING STAFF TO NEGOTIATE A DETAILED SCOPE OF WORK AND TERMS OF AN AGREEMENT.

WHEREAS, the Mayor and City Council of the City of La Vista have determined that professional placemaking and landscape design services for the 84th Street corridor are necessary; and

WHEREAS, the FY18/19 Biennial Budget contains funding for multiple potential public infrastructure improvements and associated services; and

WHEREAS, RDG Planning and Design was determined to be the company that most closely meets the City's needs.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska do hereby select RDG Planning and Design, Omaha, Nebraska to provide placemaking and landscape design services and authorize staff to negotiate a detailed scope of work and terms of an agreement.

Seconded by Councilmember Quick. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

E. RESOLUTION – AMEND LOTTERY OPERATOR AGREEMENT – CHANGE PAYTABLE AND ADD NEW GAME TICKET

Councilmember Thomas introduced and moved for the adoption of Resolution No. 19-002 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA APPROVING AN AMENDMENT TO THE LOTTERY OPERATOR AGREEMENT.

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No. 729 -- REEDIE & COMPANY, INC., OMAHA, E1310556LD

WHEREAS, the Contractor recommends amending the Penny Keno pay table of the Lottery Operator Agreement; and

WHEREAS, a proposed THIRD AMENDMENT to the Lottery Operator Agreement has been prepared for this purpose as presented at this meeting or on file with the City Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of La Vista, Nebraska, that the THIRD AMENDMENT to the Lottery Operator Agreement as presented at this meeting or on file with the City Clerk is hereby approved and the Mayor and City Clerk are hereby authorized to execute said amendment on behalf of the City of La Vista, subject to review and any modifications the City Administrator determines necessary or appropriate.

Seconded by Councilmember Hale. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

F. RESOLUTION – CITY OF LA VISTA & CITY OF PAPILLION SHARED MAINTENANCE FOR GILES ROAD – MEMORANDUM OF UNDERSTANDING

Councilmember Hale introduced and moved for the adoption of Resolution No.19-003 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF PAPILLION FOR SHARED MAINTENANCE RESPOSIBILITIES FOR GILES ROAD FROM THE EAST RIGHT OF WAY LINE OF 66TH STREET TO THE WEST RIGHT OF WAY LINE OF PORTAL ROAD.

WHEREAS, the City desires to enter into a Memorandum of Understanding with the City of Papillion for shared maintenance responsibilities for Giles Road from the east right of way line of 66th Street to the west right of way line of Portal Road; and

WHEREAS, the Memorandum of Understanding identifies the maintenance roles and responsibilities of the parties as they relate to Giles Road from the east right of way line of 66th Street to the west right of way line of Portal Road; and

WHEREAS, the Memorandum of Understanding runs for a period of one (1) year which will renew January 1st of each year unless mutually agreed otherwise by the two Cities;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, hereby authorize the Mayor to execute a Memorandum of Understanding with the City of Papillion for shared maintenance responsibilities for portions of Giles Road from the east right of way line of 66th Street to the west right of way line of Portal Road.

Seconded by Councilmember Sell. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

G. RESOLUTION – PROFESSIONAL SERVICES AGREEMENT – CIVIC CENTER PARK – PHASE 2 – CONSTRUCTION PHASE SERVICES – AMENDMENT NO. 3

Councilmember Thomas introduced and moved for the adoption of Resolution No.19-004 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA APPROVING AMENDEMENT NO. 3 TO THE AGREEMENT FOR PROFESSIONAL SERVICES WITH THOMPSON, DREESSEN & DORNER, INC., OMAHA, NEBRASKA, ESTABLISHING AN AMOUNT NOT TO EXCEED \$337,200.

WHEREAS, the Mayor and City Council of the City of La Vista Nebraska have determined additional construction engineering services for Phase 2 of the Civic Center Park Improvements are necessary; and

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No. 729 -- REDFIELD & COMPANY, INC. OMAHA, E131055BLD

WHEREAS, the FY 19/20 Biennial Budget includes funding for Civic Center Park Phase 2; and

WHEREAS, Amendment No. 3 increases are not to exceed amount by \$15,700.

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any expenditure over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, do hereby approve Amendment No. 3 to the agreement for professional services with Thompson, Dreessen, & Dorner, Inc., Omaha Nebraska, establishing an amount not to exceed \$337,200 subject to any changes the City Administrator or City Engineer determines necessary or advisable.

Seconded by Councilmember Sheehan. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

H. RESOLUTION – CHANGE ORDER NO. 4 – PUBLIC IMPROVEMENT REDEVELOPMENT PROJECT – CITY CENTRE INFRASTRUCTURE – PAVEMENT & SEWERS

Councilmember Quick introduced and moved for the adoption of Resolution No.19-005 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING CHANGE ORDER NO. 4 TO THE CONTRACT WITH GRAHAM CONSTRUCTION, INC., OMAHA, NEBRASKA, TO PROVIDE FOR ADDITIONS OF WORK, FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$39,201.43.

WHEREAS, the City has determined it is necessary to make additions of the work; and

WHEREAS, the FY19/20 Biennial Budget provides funding for this project. The contract price increases from \$4,495,410.48 to \$4,534,611.91.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of La Vista, Nebraska, that the Mayor is authorized to execute the necessary documents for Change Order No. 4 to the contract with Graham Construction, Inc., Omaha Nebraska, to provide for additions of work, for an additional amount not to exceed \$39,201.43.

Seconded by Councilmember Thomas. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

COMMENTS FROM THE FLOOR

There were no comments from the floor.

COMMENTS FROM MAYOR AND COUNCIL

Councilmember Sell commented that he was approached by a citizen concerned with an error in the Omaha World Herald regarding the first fire chief for La Vista.

City Administrator Gunn commented on planning for a Council Retreat.

Mayor Kindig gave a legislative update.

At 6:19 p.m. Councilmember Crawford made a motion to adjourn the meeting. Seconded by Councilmember Thomas. Councilmembers voting aye: Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Frederick. Motion carried.

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No. 729 -- REDFIELD & COMPANY, INC., OMAHA, E18105580

PASSED AND APPROVED THIS 15TH DAY OF JANUARY, 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Total All Funds				
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>OPERATING REVENUES</u>					
General Fund	\$ 18,435,291	\$ 864,106	\$ 1,859,580	\$ (16,575,711)	10%
Sewer Fund	4,528,909	432,515	698,104	(3,830,805)	15%
Debt Service Fund	4,232,911	200,098	486,260	(3,746,651)	11%
Capital Improvement Program Fund	811,366	-	-	(811,366)	0%
Lottery Fund	1,206,691	92,111	183,635	(1,023,056)	15%
Economic Development Fund	718	-	4	(714)	1%
Off Street Parking Fund	464	-	6	(458)	1%
Redevelopment Fund	3,164,298	200,353	397,013	(2,767,285)	13%
Police Academy	80,055	-	19	(80,036)	0%
TIF 1A	-	-	-	-	0%
TIF 1B	-	-	-	-	0%
Sewer Reserve Fund	3,003	378	729	(2,274)	24%
Qualified Sinking Fund	250	32	60	(190)	24%
Total Operating Revenues	32,463,956	1,789,591	3,625,410	(28,838,546)	11%
<u>OPERATING EXPENDITURES</u>					
General Fund	18,155,822	1,512,997	2,630,066	(15,525,756)	14%
Sewer Fund	3,978,263	72,458	131,456	(3,846,807)	3%
Debt Service Fund	4,130,462	1,500,763	1,706,295	(2,424,167)	41%
Capital Improvement Program Fund	-	-	-	-	0%
Lottery Fund	760,175	37,752	69,631	(690,544)	9%
Economic Development Fund	134,559	-	-	(134,559)	0%
Off Street Parking Fund	1,137,642	521,966	523,675	(613,967)	46%
Redevelopment Fund	2,508,057	4,894	12,973	(2,495,084)	1%
Police Academy	95,104	7,642	13,770	(81,334)	14%
TIF 1A	-	12,364	12,364	12,364	0%
TIF 1B	-	19,136	19,136	19,136	0%
Sewer Reserve Fund	-	-	-	-	0%
Qualified Sinking Fund	-	-	-	-	0%
Total Operating Expenditures	30,900,084	3,689,972	5,119,366	(25,780,718)	17%
<u>OPERATING REVENUES NET OF EXPENDITURES</u>					
General Fund	279,469	(648,892)	(770,486)	(1,049,955)	
Sewer Fund	550,646	360,057	566,648	16,002	
Debt Service Fund	102,449	(1,300,665)	(1,220,035)	(1,322,484)	
Capital Improvement Program Fund	811,366	-	-	(811,366)	
Lottery Fund	446,516	54,358	114,004	(332,512)	
Economic Development Fund	(133,841)	-	4	133,845	
Off Street Parking Fund	(1,137,178)	(521,966)	(523,669)	613,509	
Redevelopment Fund	656,241	195,459	384,040	(272,201)	
Police Academy	(15,049)	(7,642)	(13,750)	1,299	
TIF 1A	-	(12,364)	(12,364)	(12,364)	
TIF 1B	-	(19,136)	(19,136)	(19,136)	
Sewer Reserve Fund	3,003	378	729	(2,274)	
Qualified Sinking Fund	250	32	60	(190)	
Operating Revenues Net of Expenditures	1,563,872	(1,900,381)	(1,493,956)	(3,057,828)	0

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Total All Funds			
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>

OTHER FINANCING SOURCES & USES

TRANSFERS IN

General Fund	96,902	-	72,652	(24,250)	75%
Sewer Fund	3,000	-	-	(3,000)	0%
Debt Service Fund	724,604	-	-	(724,604)	0%
Capital Improvement Program Fund	2,570,012	496,757	496,757	(2,073,255)	19%
Lottery Fund	-	-	-	-	-
Economic Development Fund	200,000	-	-	(200,000)	0%
Off Street Parking Fund	1,138,651	710,740	720,990	(417,661)	63%
Redevelopment Fund	-	-	-	-	-
Police Academy	20,000	-	20,000	-	100%
TIF 1A	-	-	-	-	-
TIF 1B	-	-	-	-	-
Sewer Reserve Fund	1,201,125	-	1,201,125	-	100%
Qualified Sinking Fund	100,000	-	100,000	-	100%
Total Transfers In	6,054,294	1,207,497	2,611,524	(3,442,770)	43%

TRANSFERS OUT

General Fund	(772,604)	-	(30,250)	742,354	4%
Sewer Fund	(1,201,125)	-	(1,201,125)	-	100%
Debt Service Fund	(3,179,106)	(541,663)	(541,663)	2,637,443	17%
Capital Improvement Program Fund	(90,000)	-	-	90,000	0%
Lottery Fund	(395,902)	-	(172,652)	223,250	44%
Economic Development Fund	-	-	-	-	-
Off Street Parking Fund	-	-	-	-	-
Redevelopment Fund	(415,557)	(665,834)	(665,834)	(250,277)	160%
Police Academy	-	-	-	-	-
TIF 1A	-	-	-	-	-
TIF 1B	-	-	-	-	-
Sewer Reserve Fund	-	-	-	-	-
Qualified Sinking Fund	-	-	-	-	-
Total Transfers Out	(6,054,294)	(1,207,497)	(2,611,524)	3,442,770	43%

NET TRANSFERS

General Fund	(675,702)	-	42,402	718,104	
Sewer Fund	(1,198,125)	-	(1,201,125)	(3,000)	100%
Debt Service Fund	(2,454,502)	(541,663)	(541,663)	1,912,839	22%
Capital Improvement Program Fund	2,480,012	496,757	496,757	(1,983,255)	20%
Lottery Fund	(395,902)	-	(172,652)	223,250	44%
Economic Development Fund	200,000	-	-	(200,000)	0%
Off Street Parking Fund	1,138,651	710,740	720,990	(417,661)	63%
Redevelopment Fund	(415,557)	(665,834)	(665,834)	(250,277)	160%
Police Academy	20,000	-	20,000	-	100%
TIF 1A	-	-	-	-	-
TIF 1B	-	-	-	-	-
Sewer Reserve Fund	1,201,125	-	1,201,125	-	100%
Qualified Sinking Fund	100,000	-	100,000	-	100%
Total Transfers Out	-	-	-	0	-

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Total All Funds				
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>

OTHER REVENUE: BOND PROCEEDS

Sewer Fund	-	-	-	-	0%
Capital Improvement Program Fund	10,270,000	-	-	(10,270,000)	0%
Economic Development Fund	3,000,000	-	-	(3,000,000)	0%
Off Street Parking Fund	2,503,611	-	-	(2,503,611)	0%
Redevelopment Fund	17,130,000	-	-	(17,130,000)	0%
Total Bond Proceeds	32,903,611	-	-	(32,903,611)	0%

OTHER EXPENDITURES: CAPITAL IMPROVEMENT PROGRAM

Sewer Fund	125,000	-	-	(125,000)	0%
Capital Improvement Program Fund	8,982,012	25,175	29,012	(8,953,000)	0%
Off Street Parking Fund	6,852,315	479,601	670,133	(6,182,182)	10%
Redevelopment Fund	10,780,187	780,292	1,302,307	(9,477,880)	12%
Total Capital Improvement Program	26,739,514	1,285,068	2,001,452	(24,738,062)	7%

OTHER EXPENDITURES: EDP GRANT

Economic Development Fund	3,000,000	-	-	(3,000,000)	0%
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NET FUND ACTIVITY

General Fund	(396,233)	(648,892)	(728,084)	(331,851)
Sewer Fund	(772,479)	360,057	(634,477)	138,002
Debt Service Fund	(2,352,053)	(1,842,328)	(1,761,698)	590,355
Capital Improvement Program Fund	4,579,366	471,582	467,745	(4,111,621)
Lottery Fund	50,614	54,358	(58,648)	(109,262)
Economic Development Fund	66,159	-	4	(66,155)
Off Street Parking Fund	(4,347,231)	(290,827)	(472,812)	3,874,419
Redevelopment Fund	6,590,497	(1,250,667)	(1,584,101)	(8,174,598)
Police Academy	4,951	(7,642)	6,250	1,299
TIF 1A	-	(12,364)	(12,364)	(12,364)
TIF 1B	-	(19,136)	(19,136)	(19,136)
Sewer Reserve Fund	1,204,128	378	1,201,854	(2,274)
Qualified Sinking Fund	100,250	32	100,060	(190)
Net Activity	\$ 4,727,969	(3,185,449)	(3,495,408)	(8,223,377)

FUND BALANCE

	<u>As of FYE 9/30/19</u>	<u>As of 11/30/18</u>
General Fund	6,050,646	5,364,101
Sewer Fund	825,173	826,172
Debt Service Fund	2,577,299	5,805,206
Capital Improvement Program Fund	4,568,738	(557,792)
Lottery Fund	3,387,235	3,251,643
Economic Development Fund	178,182	6,938
Off Street Parking Fund	619,369	4,762,254
Redevelopment Fund	16,539,092	10,003,693
Police Academy	13,554	32,875
TIF 1A	0	-
TIF 1B	0	-
Sewer Reserve Fund	1,204,128	1,201,476
Qualified Sinking Fund	100,250	100,029
Net Fund Balance	36,063,666	30,796,595
		(5,267,071)

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	General Fund					% of Budget Used
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>		
<u>REVENUES</u>						
Property Taxes	\$ 8,102,903	\$ 53,089	\$ 238,812	\$ (7,864,091)	3%	
Sales and use taxes	5,196,961	386,625	765,046	(4,431,915)	15%	
Payments in Lieu of taxes	281,875	-	-	(281,875)	0%	
State revenue	1,868,498	142,346	319,272	(1,549,226)	17%	
Occupation and franchise taxes	882,000	63,444	141,121	(740,879)	16%	
Hotel Occupation Tax	1,007,475	91,275	176,586	(830,889)	18%	
Licenses and permits	460,250	17,861	34,280	(425,970)	7%	
Interest income	30,992	8,760	13,796	(17,196)	45%	
Recreation fees	170,710	13,677	35,080	(135,630)	21%	
Special Services	19,500	876	3,769	(15,731)	19%	
Grant Income	163,185	11,031	50,191	(112,994)	31%	
Other	250,942	75,122	81,625	(169,317)	33%	
Total Revenues	18,435,291	864,106	1,859,580	(16,575,711)	10%	
<u>EXPENDITURES</u>						
Administrative Services	529,503	51,872	93,082	(436,421)	18%	
Mayor and Council	242,643	12,059	39,054	(203,589)	16%	
Boards & Commissions	10,338	54	102	(10,236)	1%	
Public Buildings & Grounds	670,385	21,911	42,756	(627,629)	6%	
Administration	768,999	73,989	137,794	(631,205)	18%	
Police and Animal Control	5,103,734	501,985	861,284	(4,242,450)	17%	
Fire	1,975,871	162,404	323,497	(1,652,374)	16%	
Community Development	691,268	52,492	100,015	(591,253)	14%	
Public Works	3,826,276	361,037	559,001	(3,267,275)	15%	
Recreation	866,314	87,932	131,363	(734,951)	15%	
Library	880,477	66,803	109,728	(770,749)	12%	
Information Technology	268,300	26,943	48,919	(219,381)	18%	
Human Resources	1,010,268	39,779	86,310	(923,958)	9%	
Public Transportation	106,272	7,120	12,467	(93,805)	12%	
Finance	463,027	24,854	47,661	(415,366)	10%	
Capital outlay	742,147	21,762	37,034	(705,113)	5%	
Total Expenditures	18,155,822	1,512,997	2,630,066	(15,525,756)	14%	
REVENUES NET OF EXPENDITURES	279,469	(648,892)	(770,486)	(1,049,955)		
<u>OTHER FINANCING SOURCES (USES)</u>						
Operating transfers in (Lottery)	96,902	-	72,652	(24,250)	75%	
Operating transfers out (DSF, OSP, CIP)	(772,604)	-	(30,250)	742,354	4%	
Total other Financing Sources (Uses)	(675,702)	-	42,402	718,104	-6%	
NET FUND ACTIVITY	\$ (396,233)	\$ (648,892)	\$ (728,084)	\$ (331,851)		

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-PROPRIETARY FUNDS
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Sewer Fund				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>(Under) Budget</u>	<u>% of Budget Used</u>
<u>REVENUES</u>					
User fees	\$ 4,352,612	\$ 425,745	\$ 683,050	\$ (3,669,562)	16%
Service charge and hook-up fees	170,173	6,583	14,401	(155,772)	8%
Grant Income	-	-	-	-	0%
Miscellaneous (MUD old SID refunds)	115	12	29	(86)	25%
Total Revenues	4,522,900	432,340	697,480	(3,825,420)	15%
<u>EXPENDITURES</u>					
Personnel Services	618,649	48,747	86,854	(531,795)	14%
Commodities	39,046	601	3,614	(35,432)	9%
Contract Services	2,856,232	19,330	30,465	(2,825,767)	1%
Maintenance	38,201	704	1,291	(36,910)	3%
Other	227	-	-	(227)	0%
Storm Water Grant	54,000	-	3,080	(50,920)	6%
Capital Outlay	371,908	3,076	6,151	(365,757)	2%
Total Expenditures	3,978,263	72,458	131,456	(3,846,807)	3%
<u>OPERATING INCOME (LOSS)</u>	544,637	359,883	566,024	21,387	
<u>NON-OPERATING REVENUE (EXPENSE)</u>					
Interest income	6,009	175	624	(5,385)	10%
	<u>6,009</u>	<u>175</u>	<u>624</u>	<u>(5,385)</u>	<u>10%</u>
<u>INCOME (LOSS) BEFORE OPERATING TRANSFERS</u>	550,646	360,057	566,648	16,002	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (Lottery Events)	3,000	-	-	(3,000)	0%
Operating transfers out (CIP)	(1,201,125)	-	(1,201,125)	-	100%
Bond/registered warrant proceeds	-	-	-	-	0%
Capital Improvement	(125,000)	-	-	125,000	0%
Total other Financing Sources (Uses)	(1,323,125)	-	(1,201,125)	122,000	91%
<u>NET INCOME (LOSS)</u>	\$ (772,479)	\$ 360,057	\$ (634,477)	\$ 138,002	
Restatement of Operating Income Variance					
Operating Income Variance				21,387	
City of Omaha billing in arrears 2 months				(457,586)	
Adjusted Operating Income Variance				<u>(436,199)</u>	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Debt Service Fund				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>Over(under) Budget</u>	<u>% of Budget Used</u>
<u>REVENUES</u>					
Property Taxes	\$ 940,376	\$ 2,712	\$ 53,011	\$ (887,365)	6%
Sales and use taxes	2,598,480	193,313	382,523	(2,215,957)	15%
Payments in Lieu of taxes	91,225	-	-	(91,225)	0%
Interest income	18,586	4,074	8,289	(10,297)	45%
Other (Special Assessments; Fire Reimbursmt)	584,244	-	42,437	(541,807)	7%
Total Revenues	4,232,911	200,098	486,260	(3,746,651)	11%
<u>EXPENDITURES</u>					
Administration	162,869	27	849	(162,020)	1%
Fire Contract Bond	122,513	10,209	20,418	(102,095)	17%
Debt service					
Principal	3,180,000	1,385,000	1,540,000	(1,640,000)	48%
Interest	665,080	105,527	145,029	(520,051)	22%
Total Expenditures	4,130,462	1,500,763	1,706,295	(2,424,167)	41%
REVENUES NET OF EXPENDITURES	102,449	(1,300,665)	(1,220,035)	(1,322,484)	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (GF Hwy Alloc)	724,604	-	-	(724,604)	0%
Operating transfers out (CIP, OSP)	(3,179,106)	(541,663)	(541,663)	2,637,443	17%
Total other Financing Sources (Uses)	(2,454,502)	(541,663)	(541,663)	1,912,839	
NET FUND ACTIVITY	\$ (2,352,053)	\$ (1,842,328)	\$ (1,761,698)	\$ 590,355	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

		Capital Fund				% of Budget Used
		Budget	MTD Actual	YTD Actual	Over(under) Budget	
<u>REVENUES</u>						
Interest income	\$ 11,366	\$ -	\$ -	\$ (11,366)		0%
Grant Income	\$ -	\$ -	\$ -	\$ -		0%
Special Assessment	\$ 800,000	\$ -	\$ -	\$ (800,000)		0%
Interagency	\$ -	\$ -	\$ -	\$ -		0%
Total Revenues	\$ 811,366	\$ -	\$ -	\$ (811,366)		0%
<u>EXPENDITURES</u>						
Other	\$ -	\$ -	\$ -	\$ -		0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -		0%
<u>REVENUES NET OF EXPENDITURES</u>	\$ 811,366	\$ -	\$ -	\$ (811,366)		
<u>OTHER FINANCING SOURCES (USES)</u>						
Operating transfers in (GF, DSF)	\$ 2,570,012	\$ 496,757	\$ 496,757	\$ (2,073,255)		19%
Operating transfers out (DSF)	\$ (90,000)	\$ -	\$ -	\$ 90,000		0%
Bond/registered warrant proceeds	\$ 10,270,000	\$ -	\$ -	\$ (10,270,000)		0%
Capital outlay	\$ (8,982,012)	\$ (25,175)	\$ (29,012)	\$ 8,953,000		0%
Total other Financing Sources (Uses)	\$ 3,768,000	\$ 471,582	\$ 467,745	\$ (3,300,255)		12%
<u>NET FUND ACTIVITY</u>	\$ 4,579,366	\$ 471,582	\$ 467,745	\$ (4,111,621)		

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

Lottery Fund						
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>	
REVENUES						
Lottery Rev/Community Betterment	\$ 850,000	\$ 63,540	\$ 126,824	\$ (723,176)	15%	
Lottery Tax Form 51	340,000	25,416	50,614	(289,386)	15%	
Event Revenue	-	-	-	-	0%	
Interest income	16,691	3,155	6,197	(10,494)	37%	
Miscellaneous / Other	-	-	-	-	0%	
Total Revenues	1,206,691	92,111	183,635	(1,023,056)	15%	
EXPENDITURES						
Professional Services	285,813	4,778	6,795	(279,018)	2%	
Salute to Summer	32,634	-	-	(32,634)	0%	
Community Events	11,832	4,568	6,250	(5,582)	53%	
Events - Marketing	31,668	2,991	3,889	(27,779)	12%	
Recreation Events	4,507	-	28	(4,479)	1%	
Concert & Movie Nights	13,721	-	2,056	(11,665)	15%	
City Anniversary Celebration	30,000	-	-	(30,000)	0%	
Travel & Training	-	-	-	-	0%	
State Taxes	350,000	25,416	50,614	(299,386)	14%	
Other	-	-	-	-	0%	
Capital outlay	-	-	-	-	0%	
Total Expenditures	760,175	37,752	69,631	(690,544)	9%	
REVENUES NET OF EXPENDITURES	446,516	54,358	114,004	(332,512)		
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	-	-	-		
Operating transfers out (GF, SF, DSF)	(395,902)	-	(172,652)	223,250	44%	
Total other Financing Sources (Uses)	(395,902)	-	(172,652)	223,250	44%	
NET FUND ACTIVITY	\$ 50,614	\$ 54,358	\$ (58,648)	\$ (109,262)		

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
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	Economic Development				
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>REVENUES</u>					
Other Income	\$				
Interest income		718	-	4	(714)
Total Revenues	718	-	4	(714)	
<u>EXPENDITURES</u>					
Professional Services	75,000	-	-	(75,000)	0%
Debt service: (Warrants)					0%
Principal	-	-	-	-	0%
Interest	59,559	-	-	(59,559)	0%
Total Expenditures	134,559	-	-	(134,559)	0%
REVENUES NET OF EXPENDITURES	(133,841)	-	4	133,845	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (GF, DSF)	200,000	-	-	(200,000)	0%
Operating transfers out	-	-	-	-	0%
Bond/registered warrant proceeds	3,000,000			(3,000,000)	0%
Community Development - Grant	(3,000,000)	-	-	3,000,000	0%
Total other Financing Sources (Uses)	200,000	-	-	(200,000)	0%
NET FUND ACTIVITY	\$ 66,159	\$ -	\$ 4	\$ (66,155)	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

Off Street Parking					
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of Budget</u> <u>Used</u>
<u>REVENUES</u>					
Interest income	\$ 464	-	6	(458)	1%
Total Revenues	\$ 464	-	6	(458)	1%
<u>EXPENDITURES</u>					
General & Administrative	20,518	1,758	3,428	(17,090)	17%
Professional Services	163,150	-	-	(163,150)	0%
Maintenance	34,073	-	39	(34,034)	0%
Debt service: (Warrants)					
Principal	670,000	485,000	485,000	(185,000)	72%
Interest	249,901	35,208	35,208	(214,694)	14%
Total Expenditures	1,137,642	521,966	523,675	(613,967)	46%
REVENUES NET OF EXPENDITURES	(1,137,178)	(521,966)	(523,669)	613,509	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (GF, DSF, RDF)	1,138,651	710,740	720,990	(417,661)	63%
Operating transfers out		-	-		0%
Bond/registered warrant proceeds	2,503,611	-	-	(2,503,611)	0%
Capital Improvement	(6,852,315)	(479,601)	(670,133)	6,182,182	10%
Total other Financing Sources (Uses)	(3,210,053)	231,139	50,857	3,260,910	-2%
NET FUND ACTIVITY	\$ (4,347,231)	\$ (290,827)	\$ (472,812)	\$ 3,874,419	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Redevelopment Fund				
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
REVENUES					
Sales and use taxes	\$ 2,598,480	193,313	382,523	(2,215,957)	15%
Franchise Fee & Occupation Tax	500,000	-	-	(500,000)	0%
Interest income	65,818	7,041	14,490	(51,328)	22%
Total Revenues	3,164,298	200,353	397,013	(2,767,285)	13%
EXPENDITURES					
Community Development	-	-	-	-	0%
Professional Services	556,639	-	-	(556,639)	0%
Financial / Legal Fees	175,500	4,894	12,973	(162,527)	7%
Debt service: (Warrants)					0%
Principal	775,000	-	-	(775,000)	0%
Interest	1,000,918	-	-	(1,000,918)	0%
Total Expenditures	2,508,057	4,894	12,973	(2,495,084)	
REVENUES NET OF EXPENDITURES	656,241	195,459	384,040	(272,201)	
OTHER FINANCING SOURCES (USES)					
Operating transfers in	-	-	-	-	0%
Operating transfers out (OSP)	(415,557)	(665,834)	(665,834)	(250,277)	160%
Bond/registered warrant proceeds	17,130,000	-	-	(17,130,000)	0%
Capital Improvement	(10,780,187)	(780,292)	(1,302,307)	9,477,880	12%
Total other Financing Sources (Uses)	5,934,256	(1,446,126)	(1,968,141)	(7,902,397)	
NET FUND ACTIVITY	\$ 6,590,497	\$ (1,250,667)	\$ (1,584,101)	\$ (8,174,598)	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	Police Academy Fund				
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of budget <u>Used</u>
<u>REVENUES</u>					
Other Income	\$ 80,000	-	-	(80,000)	0%
Interest income	55	-	19	(36)	35%
Total Revenues	80,055	-	19	(80,036)	0%
<u>EXPENDITURES</u>					
Personnel Services	76,404	6,605	12,360	(64,044)	16%
Commodities	3,500	213	219	(3,281)	6%
Contract Services	11,700	170	450	(11,250)	4%
Other Charges	3,500	654	740	(2,760)	21%
Total Expenditures	95,104	7,642	13,770	(81,334)	14%
REVENUES NET OF EXPENDITURES	(15,049)	(7,642)	(13,750)	1,299	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (GF)	20,000	-	20,000	-	100%
Operating transfers out	-	-	-	-	0%
Total other Financing Sources (Uses)	20,000	-	20,000	-	
NET FUND ACTIVITY	\$ 4,951	\$ (7,642)	\$ 6,250	\$ 1,299	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

	TIF 1A				
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>REVENUES</u>					
Property Tax				-	0%
Interest income				-	0%
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
<u>EXPENDITURES</u>					
Other				-	0%
Contract Services		<u>12,364</u>	<u>12,364</u>	<u>12,364</u>	<u>0%</u>
Total Expenditures	<u>-</u>	<u>12,364</u>	<u>12,364</u>	<u>12,364</u>	<u>-</u>
REVENUES NET OF EXPENDITURES	<u>-</u>	<u>(12,364)</u>	<u>(12,364)</u>	<u>(12,364)</u>	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in				-	0%
Operating transfers out				-	0%
Total other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
NET FUND ACTIVITY	<u>\$ -</u>	<u>\$ (12,364)</u>	<u>\$ (12,364)</u>	<u>\$ (12,364)</u>	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

TIF 1B					
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>REVENUES</u>					
Property Tax	\$			-	0%
Interest income				-	0%
Total Revenues	_____	_____	_____	_____	0%
<u>EXPENDITURES</u>					
Other	-	-	-	-	0%
Contract Services	-	19,136	19,136	19,136	0%
Total Expenditures	_____	19,136	19,136	19,136	_____
REVENUES NET OF EXPENDITURES	_____	(19,136)	(19,136)	(19,136)	_____
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in				-	0%
Operating transfers out				-	0%
Total other Financing Sources (Uses)	_____	-	-	-	-
NET FUND ACTIVITY	\$ _____	\$ (19,136)	\$ (19,136)	\$ (19,136)	_____

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

<u>Sewer Reserve Fund</u>					
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>REVENUES</u>					
Interest income	\$ 3,003	378	729	(2,274)	24%
Total Revenues	3,003	378	729	(2,274)	24%
<u>EXPENDITURES</u>					
Other	-	-	-	-	0%
Total Expenditures	-	-	-	-	-
<u>REVENUES NET OF EXPENDITURES</u>	3,003	378	729	(2,274)	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in	1,201,125	-	1,201,125	-	100%
Operating transfers out	-	-	-	-	0%
Total other Financing Sources (Uses)	1,201,125	-	1,201,125	-	-
<u>NET FUND ACTIVITY</u>	\$ 1,204,128	\$ 378	\$ 1,201,854	\$ (2,274)	

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the two months ending November 30, 2018
17% of the Fiscal Year 2019

Qualified Sinking Fund					
	<u>Budget</u> (12 month)	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	Over(under) <u>Budget</u>	% of Budget <u>Used</u>
<u>REVENUES</u>					
Interest income	\$ 250	32	60	(190)	24%
Total Revenues	\$ 250	32	60	(190)	24%
<u>EXPENDITURES</u>					
Other	-	-	-	-	0%
Total Expenditures	-	-	-	-	-
REVENUES NET OF EXPENDITURES	250	32	60	(190)	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in	100,000	-	100,000	-	100%
Operating transfers out	-	-	-	-	0%
Total other Financing Sources (Uses)	100,000	-	100,000	-	
NET FUND ACTIVITY	\$ 100,250	\$ 32	\$ 100,060	\$ (190)	

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: City of La Vista
8116 Park View Blvd
La Vista, NE 68128

FROM Blade Masters Grounds Maint, Inc. VIA ARCHITECT: RDG Planning & Design
CONTRACTOR: P.O. Box 167
Bennington, NE 68007

PROJECT: LaVista Civic Center Phase 2 APPLICATION NO

PAGE ONE OF

PAGES

4

Distribution to:
OWNER
ARCHITECT
CONTRACTOR
[]
[]
[]

PERIOD TO: 12/31/2018

PROJECT NOS: 3001.477.01

CONTRACT DATE 7/18/2018

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

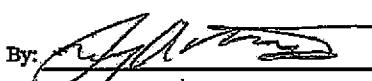
Application is made for payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

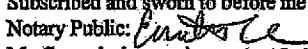
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$ 1,744,777.34
2. Net change by Change Orders	\$ 15,000.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 1,759,777.34
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 1,188,632.46
5. RETAINAGE:	
a. -10 % of Completed Work (Column D + E on G703)	\$ (\$118,863.25)
b. % of Stored Material (Column F on G703)	\$ _____
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ (118,863.25)
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 1,069,769.21
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 777,135
8. CURRENT PAYMENT DUE	\$ 292,634.07
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 690,008.13

CONTRACTOR: Blade Masters Grounds Maintenance, Inc.

By: 

Date: 12-31-17

State of: Nebraska County of: Douglas
Subscribed and sworn to before me this 31st day of December, 2018.
Notary Public: 
My Commission expires: 06-12-2022

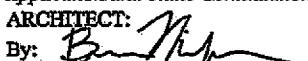


ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 292,634.07

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: 

Date: 01/02/2019

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$15,000.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$15,000.00	\$0.00
NET CHANGES by Change Order		\$15,000.00

Consent Agenda
1/15/19 (R)

4-4

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for fine items may apply.

APPLICATION NO: 4
APPLICATION DATE: 12/31/2018
PERIOD TO:
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G+C)	I BALANCE TO FINISH (C - G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	Mobilization, Bonding, Insurance	\$174,000.00	\$174,000.00	\$0.00	\$0.00	\$174,000.00	100%	\$0.00	\$0.00
2	Demolition and Removals	\$26,860.00	\$26,860.00	\$0.00	\$0.00	\$26,860.00	100%	\$0.00	\$0.00
3	Concrete Trail (10" x 6" thick) 23,770 sf @ 4.62 =	\$109,817.40	\$35,944.00	\$0.00	\$0.00	\$35,944.00	33%	\$73,873.40	\$0.00
4	Fire Lane	\$157,140.58	\$135,436.00	\$0.00	\$0.00	\$135,436.00	86%	\$21,704.58	\$0.00
5	Sidewalk Tie Ins	\$5,208.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,208.00	\$0.00
6	Bollards	\$6,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,600.00	\$0.00
7	Detectable Warning Panels 95 sf @ 53.00 =	\$5,035.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,035.00	\$0.00
8	Air Compressor Pad	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$500.00	\$0.00
9	Electrical (separate breakdown to follow)	\$291,372.00	\$135,271.39	\$0.00	\$0.00	\$135,271.39	46%	\$156,100.61	\$0.00
10	Irrigation, + design change (breakdown to follow)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
10a	Irrigation: lawn sprinkler system installation	\$159,240.00	\$0.00	\$65,640.00	\$0.00	\$65,640.00	41%	\$93,600.00	(\$6,564.00)
10b	Irrigation: sprinkler material	\$130,186.00	\$0.00	\$114,793.44	\$0.00	\$114,793.44	88%	\$15,392.56	(\$11,479.00)
10c	Irrigation: pump station installation	\$75,789.62	\$0.00	\$47,042.00	\$0.00	\$47,042.00	82%	\$10,097.62	(\$4,704.00)
10d	Irrigation: watertronics pump station material	\$97,673.38	\$0.00	\$97,673.38	\$0.00	\$97,673.38	100%	\$0.00	(\$9,767.00)
11	Otterbine Package	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$60,000.00	\$0.00
12	Seeding (Lawn) 14 acres @ 3600 =	\$50,400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$50,400.00	\$0.00
13	Seeding (Native Grass) 1.5 acres @ 3800 =	\$5,700.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,700.00	\$0.00
14	Shoreline Protection	\$16,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,000.00	\$0.00
15	Watertronics station install by Uleman Irrigation - (18,650.00)	(\$18,650.00)	\$0.00	\$0.00	\$0.00	\$0.00	0%	(\$18,650.00)	\$0.00
16	SWPP Plans	\$68,080.00	\$68,080.00	\$0.00	\$0.00	\$68,080.00	100%	\$0.00	\$0.00
17	Bioswale Basin (all-inclusive)	\$112,340.00	\$84,255.00	\$0.00	\$0.00	\$84,255.00	30%	\$28,085.00	\$0.00
18	Earthwork (placement, agg, base for paving, backfilling paving)	\$211,485.36	\$190,336.75	\$0.00	\$0.00	\$190,336.75	90%	\$21,148.61	\$0.00
19	Change order #1 including all 4 items as referenced in CO#01	\$15,000.00	\$13,300.00	\$0.00	\$0.00	\$13,300.00	88.67%	\$1,700.00	\$0.00
	GRAND TOTALS	\$1,759,777.34	\$863,483.14	\$325,148.82	\$0.00	\$1,188,632.46	68%	\$552,495.38	(\$32,514.00)

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

ok to pay
1/4/19
16.72.0942.003
T.C.

Design Workshop, Inc.
 Landscape Architecture
 Planning
 Urban Design

December 10, 2018
 Invoice No: 0060775

Cindy Miserez
 City of La Vista
 8116 Parkview Blvd.
 La Vista, NE 68128

Current Invoice Total **\$20,842.10**

Project 005806.00 84th Streetscape Plan
 Professional Planning and Design Services including -

1. Project start-up including partial travel arrangements and phase II materials preparation.

Professional Services from November 1, 2018 to November 30, 2018

Task 010 Existing Context Survey & Mapping
Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
48,920.00	100.00	48,920.00	48,920.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 020 Meetings
Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
73,130.00	100.00	73,130.00	73,130.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 030 Conceptual Illustrative Plan
Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
63,740.00	100.00	63,740.00	63,740.00	0.00

Total Fee **0.00**

Total this Task **0.00**

DESIGNWORKSHOP

Aspen • Austin • Chicago • Denver • Houston • Lake Tahoe • Los Angeles • Shanghai
 1390 Lawrence Street, Suite 100, Denver, Colorado 80204 • 303.623.5186 • 303.623.2260 (fax)

Consent Agenda 1/15/19 (w)

Project	005806.00	84th Streetscape Plan				Invoice	0060775
Task Fee	040	Selection of Preferred Streetscape Plan					
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		55,245.00	100.00	55,245.00	55,245.00	0.00	
		Total Fee					
		Total this Task					
Task Fee	041	Additional Services #1 (Phase I)					
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		4,999.00	100.00	4,999.00	4,999.00	0.00	
		Total Fee					
		Total this Task					
Task Fee	050	Meetings and Project Management					
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		34,360.00	59.00	20,272.40	0.00	20,272.40	
		Total Fee					
		Total this Task					
Task Fee	060	Design Development					
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		240,880.00	0.00	0.00	0.00	0.00	
		Total Fee					
		Total this Task					
Task Fee	070	Construction Documentation (Phase I)					
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		118,940.00	0.00	0.00	0.00	0.00	

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Project	005806.00	84th Streetscape Plan	Invoice	0060775
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Total Fee	0.00
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Total this Task	0.00
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Task	080	Bidding and Negotiation
Fee		

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
22,935.00	0.00	0.00	0.00	0.00

Total Fee	0.00
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Total this Task	0.00
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Task	099	Reimbursable Expenses
Fee		

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
33,250.00	70.0475	23,290.81	22,721.11	569.70

Total Fee	569.70
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Total this Task	\$569.70
------------------------	-----------------

Total this Invoice	<u>\$20,842.10</u>
---------------------------	---------------------------

Please include invoice number on remittance to: 1390 Lawrence Street, Suite 100, Denver, CO 80204

APPROVED
AB 12-31-18
16-71-0935.001

DESIGNWORKSHOP

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A-6

Design Workshop, Inc.
 Landscape Architecture
 Planning
 Urban Design

January 3, 2019
 Invoice No: 0060857

Cindy Miserez
 City of La Vista
 8116 Parkview Blvd.
 La Vista, NE 68128

Current Invoice Total **\$10,881.77**

Project 005806.00 84th Streetscape Plan

Professional Planning and Design Services.

Professional Services from December 1, 2018 to December 31, 2018

Task 010 Existing Context Survey & Mapping
 Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
48,920.00	100.00	48,920.00	48,920.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 020 Meetings
 Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
73,130.00	100.00	73,130.00	73,130.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 030 Conceptual Illustrative Plan
 Fee

Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing
63,740.00	100.00	63,740.00	63,740.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 040 Selection of Preferred Streetscape Plan

DESIGNWORKSHOP

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Consent Agenda 1/15/19

rci

Project	005806.00	84th Streetscape Plan				Invoice	0060857
Fee							
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		55,245.00	100.00	55,245.00	55,245.00	0.00	
Total Fee							0.00
Total this Task							0.00
<hr/>							
Task	041	Additional Services #1 (Phase I)					
Fee		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		4,999.00	100.00	4,999.00	4,999.00	0.00	
Total Fee							0.00
Total this Task							0.00
<hr/>							
Task	050	Meetings and Project Management					
Fee		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		34,360.00	59.00	20,272.40	20,272.40	0.00	
Total Fee							0.00
Total this Task							0.00
<hr/>							
Task	060	Design Development					
Fee		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		240,880.00	3.60	8,671.68	0.00	8,671.68	
Total Fee							8,671.68
Total this Task							\$8,671.68
<hr/>							
Task	070	Construction Documentation (Phase I)					
Fee		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing	
		118,940.00	0.00	0.00	0.00	0.00	

DESIGNWORKSHOP

Aspen • Austin • Chicago • Denver • Houston • Lake Tahoe • Los Angeles • Shanghai
1390 Lawrence Street, Suite 100, Denver, Colorado 80204 • 303.623.5186 • 303.623.2260 (fax)

Project	005806.00	84th Streetscape Plan			Invoice	0060857		
			Total Fee		0.00			
			Total this Task		0.00			
<hr/>								
Task Fee	080	Bidding and Negotiation						
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing		
		22,935.00	0.00	0.00	0.00	0.00		
		Total Fee			0.00			
		Total this Task			0.00			
<hr/>								
Task Fee	099	Reimbursable Expenses						
		Fee	Percent Complete	Earned to Date	Previous Fee Billing	Current Fee Billing		
		33,250.00	76.6944	25,500.90	23,290.81	2,210.09		
		Total Fee			2,210.09			
		Total this Task			\$2,210.09			
		Total this Invoice			<u>\$10,881.77</u>			

Outstanding Invoices

Number	Date	Balance	
0060775	12/10/2018	20,842.10	
Total		20,842.10	
			Total Now Due
			\$31,723.87

Please include invoice number on remittance to:

1390 Lawrence Street, Suite 100, Denver, CO 80204

APPROVED
Concent agenda
AB 1-4-2019
16-71-0935.001

DESIGNWORKSHOP

Aspen • Austin • Chicago • Denver • Houston • Lake Tahoe • Los Angeles • Shanghai
 1390 Lawrence Street, Suite 100, Denver, Colorado 80204 • 303.623.5186 • 303.623.2260 (fax)

A-7

Invoice**olsson**

601 P St Suite 200
 PO Box 84608
 Lincoln, NE 68501-4608
 Tel 402.474.6311, Fax 402.474.5063

O.K. to pay
 AFMK 12-31-2018
 15.71.0911.003

December 21, 2018
 Invoice No: 319291

City of La Vista NE
 8116 Park View Blvd
 La Vista, NE 68128-2198

Invoice Total **\$6,880.19** ←

Olsson Project # 018-1994 La Vista City Centre Lot 17 Parking Garage NE
 Professional services rendered through December 1, 2018 for work completed in accordance with Agreement dated April 30, 2018.

Phase 200 Soils

Labor

		Hours	Rate	Amount
Technician		3.25	60.00	195.00
Totals		3.25		195.00
Total Labor				195.00
				Total this Phase
				\$195.00

Phase 300 Concrete
Labor

	Hours	Rate	Amount
Technician	68.00	60.00	4,080.00
Technician Standby	2.00	60.00	120.00
Project Manager	.50	115.00	57.50
Totals	70.50		4,257.50
Total Labor			4,257.50

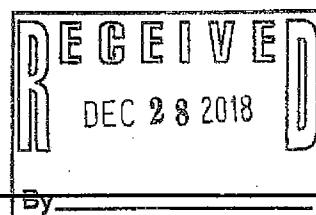
Reimbursable Expenses

Supplies	155.19
Total Reimbursables	155.19
	155.19

Unit Billing

Field Vehicle	75.0 Miles @ 0.75	56.25
Field Vehicle	12.0 Miles @ 0.75	9.00
Field Vehicle	23.0 Miles @ 0.75	17.25
Field Vehicle	44.0 Miles @ 0.75	33.00
Field Vehicle	17.0 Miles @ 0.75	12.75
Field Vehicle	49.0 Miles @ 0.75	36.75

Consent Agenda 1/15/19 
 INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Project	018-1994	La Vista City Centre Lot 17 Parking Gara	Invoice	319291
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Compressive Strength - Concrete

6 Tests @ \$15/Test	90.00
6 Tests @ \$15/Test	90.00
10 Tests @ \$15/Test	150.00
6 Tests @ \$15/Test	90.00
10 Tests @ \$15/Test	150.00
10 Tests @ \$15/Test	150.00
10 Tests @ \$15/Test	150.00
6 Tests @ \$15/Test	90.00
6 Tests @ \$15/Test	90.00
6 Tests @ \$15/Test	90.00
Total Units	1,755.00

1,755.00 ✓

Total this Phase **\$6,167.69 ✓**

Phase 700 Reporting/Project Management

Labor

	Hours	Rate	Amount
Project Manager	4.50	115.00	517.50
Totals	4.50		517.50
Total Labor			517.50
			Total this Phase \$517.50 ✓

Billing Limits

	Current	Prior	To-Date
Total Billings	6,880.19	15,748.26	22,628.45
Limit			45,411.00
Balance Remaining			22,782.55
			AMOUNT DUE THIS INVOICE \$6,880.19 ✓

Authorized By: Matthew Markham

Project	018-1994	La Vista City Centre Lot 17 Parking Gara	Invoice	319291
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Billing Backup

Friday, December 21, 2018

Olsson, Inc.

Invoice 319291 Dated 12/21/2018

2:09:40 PM

Olsson Project # 018-1994

La Vista City Centre Lot 17 Parking Garage NE

Phase 200 Soils

Labor

Technician			Hours	Rate	Amount
C0198	Fong, Gabriel	10/30/2018	2.50	60.00	150.00
04571	Wright, Jeremy	11/29/2018	.75	60.00	45.00
Totals			3.25		195.00
Total Labor					195.00

Total this Phase \$195.00

Phase 300 Concrete

Labor

Technician			Hours	Rate	Amount
C0205	Belling, James	10/22/2018	3.50	60.00	210.00
04460	Snyder, Sue	10/22/2018	.25	60.00	15.00
04571	Wright, Jeremy	10/22/2018	1.50	60.00	90.00
C0198	Fong, Gabriel	10/23/2018	3.75	60.00	225.00
04460	Snyder, Sue	10/23/2018	.50	60.00	30.00
C0205	Belling, James	10/25/2018	.25	60.00	15.00
C0198	Fong, Gabriel	10/25/2018	2.50	60.00	150.00
04460	Snyder, Sue	10/25/2018	.75	60.00	45.00
C0198	Fong, Gabriel	10/26/2018	.50	60.00	30.00
C0204	Fredrick, Dulitha	10/27/2018	4.00	60.00	240.00
C0205	Belling, James	10/29/2018	.25	60.00	15.00
04460	Snyder, Sue	10/29/2018	.25	60.00	15.00
04460	Snyder, Sue	10/30/2018	.25	60.00	15.00
04460	Snyder, Sue	10/31/2018	.25	60.00	15.00
C0205	Belling, James	11/1/2018	3.75	60.00	225.00
04460	Snyder, Sue	11/1/2018	.25	60.00	15.00
C0205	Belling, James	11/6/2018	7.00	60.00	420.00
04460	Snyder, Sue	11/6/2018	.25	60.00	15.00
04460	Snyder, Sue	11/7/2018	.25	60.00	15.00
C0205	Belling, James	11/14/2018	4.00	60.00	240.00
04460	Snyder, Sue	11/14/2018	.25	60.00	15.00
C0205	Belling, James	11/15/2018	5.50	60.00	330.00
04460	Snyder, Sue	11/15/2018	.50	60.00	30.00
C0205	Belling, James	11/16/2018	6.00	60.00	360.00
04460	Snyder, Sue	11/16/2018	.50	60.00	30.00
04748	Hineline, Mitchell	11/17/2018	1.00	60.00	60.00

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-1994	La Vista City Centre Lot 17 Parking Gara			Invoice	319291
04460	Snyder, Sue	11/17/2018	.25	60.00	15.00	
C0205	Belling, James	11/19/2018	5.50	60.00	330.00	
04460	Snyder, Sue	11/19/2018	.25	60.00	15.00	
C0205	Belling, James	11/20/2018	.50	60.00	30.00	
04817	Crawford, Allison	11/20/2018	.50	60.00	30.00	
04817	Crawford, Allison	11/21/2018	2.00	60.00	120.00	
04460	Snyder, Sue	11/21/2018	.50	60.00	30.00	
04460	Snyder, Sue	11/23/2018	.75	60.00	45.00	
04571	Wright, Jeremy	11/23/2018	5.50	60.00	330.00	
C0204	Fredrick, Dulitha	11/24/2018	.50	60.00	30.00	
04460	Snyder, Sue	11/24/2018	.50	60.00	30.00	
C0198	Fong, Gabriel	11/27/2018	3.00	60.00	180.00	
C0198	Fong, Gabriel	11/28/2018	.50	60.00	30.00	
Technician Standby						
04571	Wright, Jeremy	11/23/2018	2.00	60.00	120.00	
Project Manager						
04358	Markham, Matthew	11/19/2018	.25	115.00	28.75	
04358	Markham, Matthew	11/26/2018	.25	115.00	28.75	
Totals				70.50	4,257.50	
Total Labor						4,257.50

Reimbursable Expenses

Supplies

EX 00000018217 9/22/2018 2	Royer, Gene / 2-coring columns sulies	13.97
EX 00000018217 9/22/2018 2	Royer, Gene / 8-wheelbarrow for Dulitha	141.22
Total Reimbursables		155.19
		155.19

Unit Billing

Field Vehicle	75.0 Miles @ 0.75	56.25
Field Vehicle	12.0 Miles @ 0.75	9.00
Field Vehicle	23.0 Miles @ 0.75	17.25
Field Vehicle	44.0 Miles @ 0.75	33.00
Field Vehicle	17.0 Miles @ 0.75	12.75
Field Vehicle	49.0 Miles @ 0.75	36.75

Compressive Strength - Concrete

6 Tests @ \$15/Test	90.00
6 Tests @ \$15/Test	90.00
10 Tests @ \$15/Test	150.00
6 Tests @ \$15/Test	90.00
10 Tests @ \$15/Test	150.00
10 Tests @ \$15/Test	150.00
10 Tests @ \$15/Test	150.00
6 Tests @ \$15/Test	90.00
6 Tests @ \$15/Test	90.00

Project	018-1994	La Vista City Centre Lot 17 Parking Gara	Invoice	319291
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6 Tests @ \$15/Test	90.00
Total Units	1,755.00
	1,755.00
	Total this Phase
	\$6,167.69

Phase 700 Reporting/Project Management

Labor

			Hours	Rate	Amount
Project Manager					
04358	Markham, Matthew	11/7/2018	1.00	115.00	115.00
04358	Markham, Matthew	11/14/2018	1.00	115.00	115.00
04358	Markham, Matthew	11/16/2018	.50	115.00	57.50
04358	Markham, Matthew	11/28/2018	1.00	115.00	115.00
04358	Markham, Matthew	11/29/2018	1.00	115.00	115.00
	Totals		4.50		517.50
	Total Labor				517.50

Total this Phase	\$517.50
Total this Project	\$6,880.19
Total this Report	\$6,880.19

PATIO-MISSOURI RIVER NATURAL RESOURCES DISTRICT **INVOICE**
 Papio-Missouri River NRD **INVOICE NUMBER** 20181228-01
 8901 S. 154th Street **INVOICE DATE** December 28, 2018
 Omaha, NE 68138
 (402) 444-6222

TO: **City of La Vista**
Attn: John Kottman
9900 Portal Road
La Vista, NE 68128

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	West Papio Trail, Giles Road to Millard per La Vista/Omaha/NRD construction agreement Executed October 26, 2017		
1	Construction Administration Big Muddy Workshop	cost to date	173,078.61
1	Construction Valley Corp	cost to date	2,663,573.57
	Total cost to date		2,836,652.18
	Current reimbursement		250,000.00
	Total contribution		250,000.00
		SUBTOTAL	\$250,000.00
		TAX	0.00
		FREIGHT	

DIRECT ALL INQUIRIES TO:

Carey Fry
402 444-6222
email: cfry@papionrd.org

MAKE ALL CHECKS PAYABLE TO:

Papio-Missouri River NRD
8901 S. 154th Street
Omaha, NE 68138

\$250,000.00
PAY THIS AMOUNT

O.K. to pay

CMK 12-31-2018

05.71.0940.003

First installment of
interlocal agreement
Approved Nov. 8, 2017

Consent Agenda
1/15/19 (R)



2111 S3 67th Str, Ste 200
Omaha, NE 68106

Contractor's Application for Payment No. 4

		Application Period:	Application Date: 1/4/2019
To City of LaVista (Owner):		From (Contractor): Swain Construction	Via (Engineer): Olsson Associates
Project: 84th Street Improvements		Contract: 84th Street Access Improvements	
Owner's Contract No.: N/A		Contractor's Project No.: C1818	Engineer's Project No.: B16-0546

Application For Payment Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE..... \$ 529,953.11
Number	Additions	Deductions	2. Net change by Change Orders..... \$ 17,885.00
1	\$10,383.00		3. Current Contract Price (Line 1 ± 2)..... \$ 547,838.11
2	\$7,502.00		4. TOTAL COMPLETED AND STORED TO DATE (Column M on Progress Estimate)..... \$ 158,518.36
			5. RETAINAGE:
			a. 10% X 29% Work Completed..... \$ 10,561.14
			b. X Stored Material..... \$
			c. Total Retainage (Line 5a + Line 5b)..... \$ 10,561.14
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 147,957.22
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 140,453.22
			8. AMOUNT DUE THIS APPLICATION..... \$ 7,502.00
			9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ 399,880.89
TOTALS	\$17,885.00		
NET CHANGE BY CHANGE ORDERS	\$17,885.00		

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Lat Al Swain Construction Date: 1/4/19

Payment of: \$ 7,502.00 ←
(Line 8 or other - attach explanation of the other amount)

Approved by: Anthony E. Eberle 1/4/19
Engineer/Authorized Project Manager (Date)

Consent Agenda 1/15/19 (u)

A-9

ITEM NO.	DESCRIPTION OF WORK	Pay Unit	Total Est. Qty	Unit Price	SCHEDULED VALUE (D-E)	WORK COMPLETED			MATERIALS PRESENTLY STORED (NOT IN H.Q.)	TOTAL QUANTITY TO DATE (G-H)	TOTAL COMPLETED AND STORED TO DATE (H-I-K)	% (M-N)	BALANCE TO FINISH (P-M)	RETAINAGE
						Qty from previous pay appl.	Total Pmnt from previous pay appl.	Qty this Period						
1. MOBILIZATION					\$ 35,120.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 19,100.00	50%	\$ 19,100.00	\$ 1,100.00
2. GENERAL CLEARING & GRUBBING	LS	1.00	\$ 22,840.00	\$ 2,284.00	\$ 47,680.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 1,480.00	50%	\$ 1,480.00	\$ 720.00
3. REMOVE PAVEMENT	SY	1,286.00	\$ 10,300.00	\$ 13,039.00	\$ 87,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 87,000.00	100%	\$ 12,149.00	\$ 2,023.00
4. REMOVE SIDEWALK	SF	4,262.00	\$ 10,690.00	\$ 44,107.20	\$ 183,800.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 157,248.00	38%	\$ 2,339.24	\$ 157.24
5. REMOVE MEDIAN SURFACING	SF	626.00	\$ 1,010.00	\$ 632.26	\$ 0	0	\$ 0.00	-	-	-	\$ 632.26	0%	\$ 632.26	\$ 0.00
6. SAW CUT - FULL DEPTH	LF	1,854.00	\$ 4,161.00	\$ 8,167.72	\$ 39,670.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 35,830.00	20%	\$ 6,254.98	\$ 164.27
7. RECAST CEMENT CONCRETE	CF	5524.00	\$ 4,400.00	\$ 11,503.00	\$ 21,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 24,100.00	23%	\$ 8,878.65	\$ 262.70
8. REMOVE CURB & GUTTER	LF	4,262.00	\$ 1,010.00	\$ 4,302.20	\$ 63,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 60,700.00	14%	\$ 5,503.60	\$ 90.72
9. REMOVE MANHOLE	EA	4.00	\$ 520.00	\$ 2,000.00	\$ 1,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 1,000.00	100%	\$ 1,000.00	\$ 0.00
10. REMOVE CURB INLET	EA	6.00	\$ 457.00	\$ 2,742.00	\$ 2,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 914.00	35%	\$ 1,828.00	\$ 91.40
11. REMOVE SIGN	EA	2.00	\$ 671.15	\$ 1,342.30	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
12. CONSTRUCT 9 INCH CONCRETE PAVEMENT (TYPE 475-3500)	SY	2,225.00	\$ 37,000.00	\$ 84,000.00	\$ 35,480.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 84,000.00	25%	\$ 20,400.00	\$ 0.00
13. CONSTRUCT 8 INCH PCC SIDEWALK (TYPE 475-3500)	SY	3,240.00	\$ 35,100.00	\$ 25,244.00	\$ 1,957,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 6,950.70	37%	\$ 16,743.20	\$ 981.07
14. CONSTRUCT 8 INCH PCC SIDEWALK (TYPE 475-3500)	SY	3,240.00	\$ 35,100.00	\$ 25,244.00	\$ 1,957,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 6,950.70	37%	\$ 16,743.20	\$ 303.32
15. CONSTRUCT 6 INCH CONCRETE MEDIAN SURFACING	SP	1,426.00	\$ 55.57	\$ 78,957.40	0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
16. ASPIRATIC CONCRETE FOR PATCHING TYPE SPK	TON	30.00	\$ 510,000.00	\$ 3,000.00	\$ 150,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 155,000.00	2%	\$ 9,450.00	\$ 15,50
17. CONSTRUCT COMBINATION CURB & GUTTER	LF	636.00	\$ 24,000.00	\$ 15,264.00	0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 15,264.00	\$ 0.00
18. CONSTRUCT CURB RAMP	SP	361.00	\$ 147.50	\$ 5,384.75	\$ 17,200.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 17,200.00	48%	\$ 2,677.75	\$ 26,70
19. CONSTRUCT CURB & GUTTER	SP	361.00	\$ 147.50	\$ 5,384.75	\$ 17,200.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 17,200.00	48%	\$ 2,677.75	\$ 0.00
20. CONSTRUCT CURB & GUTTER - WARNING PANEL	EA	80.00	\$ 55.57	\$ 4,446.20	\$ 4,400.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 4,400.00	100%	\$ 4,400.00	\$ 0.00
21. CONSTRUCT AGGREGATE BEDDING FOR 18" STORM SEWER PIPE	LF	152.00	\$ 55.57	\$ 8,338.00	\$ 2,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 2,000.00	25%	\$ 500.74	\$ 22,07
22. CONSTRUCT AGGREGATE BEDDING FOR 24" STORM SEWER PIPE	LF	11.00	\$ 75.58	\$ 83.38	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
23. CONSTRUCT 18" RCP, CLASS III	LF	152.00	\$ 352.92	\$ 10,165.40	\$ 42,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 42,000.00	22%	\$ 7,437.50	\$ 22,38
24. CONSTRUCT 24" RCP, CLASS III	LF	11.00	\$ 73.85	\$ 81,232.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
25. CONSTRUCT 18" RCP, CLASS III	LF	11.00	\$ 73.85	\$ 81,232.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
26. CONSTRUCT CURB INLET TYPE I	EA	5.00	\$ 12,588.00	\$ 60,940.00	\$ 10,520.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 5,953.50	45%	\$ 7,123.20	\$ 589.32
27. CONSTRUCT 24" CONCRETE COLLAR	EA	1.00	\$ 260.00	\$ 260.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
28. ADJUST MANHOLE TO GRADE	EA	4.00	\$ 259.00	\$ 956.00	\$ 2,078.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 2,078.00	50%	\$ 478.00	\$ 47.80
29. INSTALL EXTERNAL FRAME SEAL	EA	1.00	\$ 643.00	\$ 643.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
30. INSTALL TEMPORARY TRAFFIC CONTROL	EA	1.00	\$ 12,020.00	\$ 12,020.00	\$ 3,938.24	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 3,938.24	35%	\$ 5,057.76	\$ 385.92
31. INSTALL TRAFFIC SIGNAL PROTECTION	EA	0.41	\$ 3,723.00	\$ 1,489.68	\$ 1,717.50	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 1,717.50	100%	\$ 1,717.50	\$ 0.00
32. INSTALL INLET PROTECTION	EA	5.00	\$ 167.00	\$ 835.00	\$ 3,018.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 3,018.00	60%	\$ 324.00	\$ 51.10
33. REMOVE EXISTING TRAFFIC SIGNAL	EA	1.00	\$ 3,357.00	\$ 3,357.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
34. INSTALL PEDESTRIAL POLE TYPE PR-10	EA	2.00	\$ 1,053.00	\$ 2,106.00	0	0	\$ 0.00	-	-	-	\$ 0.00	45%	\$ 1,159.00	\$ 83.80
35. INSTALL COMBINATION MAST ARM SIGNAL AND LIGHTING POLE, TYPE CMA-12-10	EA	1.00	\$ 20,805.00	\$ 20,805.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 20,805.00	\$ 0.00
36. MAST ARM COMBINATION MAST ARM SIGNAL AND LIGHTING POLE, TYPE CMA-55-12-10	EA	1.00	\$ 21,388.00	\$ 21,388.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 21,388.00	\$ 0.00
37. INSTALL COMBINATION MAST ARM SIGNAL AND LIGHTING POLE, TYPE CMP-5D-12-10	EA	1.00	\$ 21,676.00	\$ 21,676.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 21,676.00	\$ 0.00
38. INSTALL TRAFFIC SIGNAL, TYPE TS-1, WAT1, FACE, BKT1, TAMA-5 MTG	SA	5.00	\$ 858.00	\$ 4,290.00	\$ 0	0	\$ 0.00	-	-	-	\$ 3,352.00	76%	\$ 918.00	\$ 335.20
39. INSTALL TRAFFIC SIGNAL, TYPE TS-1, WAT1, FACE & B-1, WAT1, BKT1, TAMA-5 MTG	PA	3.00	\$ 860.00	\$ 2,480.00	\$ 0	0	\$ 0.00	-	-	-	\$ 2,482.00	76%	\$ 240.00	\$ 0.00
40. INSTALL TRAFFIC SIGNAL, TYPE TS-1, WAT2, FACE, BKT1 & MA-5 MTG	SA	2.00	\$ 883.00	\$ 1,766.00	\$ 0	0	\$ 0.00	-	-	-	\$ 1,537.00	87%	\$ 228.00	\$ 183.70
41. INSTALL TRAFFIC SIGNAL, TYPE TS-1, WAT3, FACE, BKT1 & MA-5 MTG	EA	1.00	\$ 1,054.00	\$ 1,054.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 1,054.00	\$ 0.00
42. INSTALL PEDESTRIAN SIGNAL, TYPE PS-1, WAT2/24 FACE & B-4 ALT MTG	EA	2.00	\$ 638.00	\$ 1,276.00	\$ 0	0	\$ 0.00	-	-	-	\$ 588.00	47%	\$ 670.00	\$ 59.82
43. INSTALL PEDESTRIAN PUSH BUTTON, TYPE PRP	EA	2.00	\$ 211,000.00	\$ 422,000.00	\$ 0	0	\$ 0.00	-	-	-	\$ 169,000.00	47%	\$ 224,00	\$ 18,80
44. INSTALL TRAFFIC SIGNAL CONTROLLER CABINET, TYPE TC-2076	EA	1.00	\$ 26,214.00	\$ 26,214.00	\$ 0	0	\$ 0.00	-	-	-	\$ 16,700.00	69%	\$ 8,514.00	\$ 1,970.00
45. INSTALL PULL BOX, TYPE PRB	EA	3.00	\$ 792.00	\$ 2,376.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 2,376.00	\$ 0.00
46. INSTALL PULL BOX, TYPE PRB-3	EA	7.00	\$ 1,240.00	\$ 1,240.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 1,240.00	\$ 0.00
47. INSTALL 2" PVC OR HDPE CONDUIT - TRENCHED	LF	84.00	\$ 82.00	\$ 6,732.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
48. INSTALL 2" HDPE CONDUIT - TRENCHED	LF	2,000.00	\$ 20.70	\$ 2,000.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
49. INSTALL 2" HDPE CONDUIT - BORED	LF	435.00	\$ 327.81	\$ 11,854.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 11,854.00	\$ 0.00
50. INSTALL SERVICE CABLE (SC)	LF	300.00	\$ 22.32	\$ 669.60	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 669.60	\$ 0.00
51. INSTALL SERVICE ENTRANCE CABLE (SEC)	LF	200.00	\$ 31.23	\$ 626.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 246.00	\$ 0.00
52. INSTALL SERVICE DISCONNECT PEDESTAL	EA	1.00	\$ 33,876.00	\$ 33,876.00	\$ 3,678.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 2,275.00	56%	\$ 1,601.00	\$ 227.60
53. INSTALL SERVICE DISCONNECT PEDESTAL	EA	1.00	\$ 19,120.00	\$ 19,120.00	\$ 3,176.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 2,275.00	56%	\$ 1,519.70	\$ 0.00
54. INSTALL 3/4" STREET LIGHTING CABLE	LF	365.00	\$ 345.05	\$ 1,267.25	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 0.00	\$ 0.00
55. INSTALL 2/IC 1 AWG PEDESTRIAN PUSH BUTTON LEAD-IN CABLE	LF	377.00	\$ 11.19	\$ 448.63	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 448.63	\$ 0.00
56. INSTALL 1/IC 9 AWG BARE COPPER GROUNNDING CONDUCTOR	LF	388.00	\$ 11.51	\$ 595.88	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 595.88	\$ 0.00
57. INSTALL 200W STREET LIGHT LUMINAIRE	EA	3.00	\$ 357,000.00	\$ 1,716,000.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 1,716,000.00	\$ 0.00
58. INSTALL DUST EXCTION SYSTEM, INSTALLATION, STOP PARK - 3 APPROACH	EA	1.00	\$ 22,655.00	\$ 22,655.00	\$ 3,356.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 3,356.00	21%	\$ 3,735.00	\$ 96.70
59. REMOVE MARKING LINES	LF	140.00	\$ 33.78	\$ 507.20	\$ 0	0	\$ 0.00	-	-	-	\$ 16,620.00	0%	\$ 16,620.00	\$ 7,253.00
60. REMOVE PAINT MARKING - 5' WHITE	LF	749.00	\$ 31.00	\$ 24,000.00	\$ 150,000.00	0	\$ 0.00	151,100.00	-	\$ 0.00	\$ 150,000.00	25%	\$ 590.00	\$ 15.00
61. INSTALL PERMANENT PAINTED TAPE MARKING SYMBOL - TYPE 3, 24" WHITE, GROOVED	LF	50.00	\$ 28.80	\$ 1,444.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 1,444.00	\$ 0.00
62. REMOVE PAINT MARKING SYMBOL - TYPE 3, 24" WHITE, GROOVED	EA	3.00	\$ 478.00	\$ 1,434.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 1,434.00	\$ 0.00
63. INSTALL PERMANENT PAINTED TAPE MARKING SYMBOL - TYPE DIRECTIONAL ARROW, WHITE	EA	4.00	\$ 103.00	\$ 412.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 412.00	\$ 0.00
64. REMOVE PAINT MARKING SYMBOL - TYPE DIRECTIONAL ARROW, WHITE	EA	3.00	\$ 478.00	\$ 1,434.00	\$ 0	0	\$ 0.00	-	-	-	\$ 0.00	0%	\$ 412.00	\$ 0.00
65. INSTALL TRAFFIC POSTS AND SIGNS	LS	1.00	\$ 23,513.00	\$ 23,513.00	\$ 0.44	0.5	\$ 1,017.72	\$ 0	0	0.44	\$ 1,017.72	44%	\$ 1,295.28	\$ 101.77
66. RENTAL OF LOADER, FULLY OPERATED	HOUR	5.00	\$ 369.65	\$ 1,848.25	\$ 0									



The Novak Consulting Group, Inc
 26 E Hollister Street
 Cincinnati, OH 45219 US
 (513) 221-0500
 jnovak@thenovakconsultinggroup.com
 http://thenovakconsultinggroup.com

Invoice 1832

BILL TO
 Public Works and Parks and
 Rec Assessment
 Brenda Gunn
 City Administrator
 City of La Vista
 8116 Park View Boulevard
 La Vista, NE 68128

DATE	PLEASE PAY	DUE DATE
01/01/2019	\$14,130.00	01/31/2019

ACTIVITY	QTY	RATE	AMOUNT
FEES:Consulting Fees <u>Professional Services: Activity 3 - Assess Operations</u>			14,130.00
			TOTAL DUE \$14,130.00

THANK YOU.

01.28.0314.000

Reminder: Please remit payment to our !!*NEW ADDRESS*!!

26 E. HOLLISTER STREET
 CINCINNATI OH 45219

Consent Agenda 1/15/19

(KA)

User: mgustafson

DB: La Vista

Check #	Check Date	Vendor Name	Amount	Voided
128659	01/03/2019	BEST BEST & KRIEGER LLP	5,000.00	N
128660	01/03/2019	BKD LLP	910.00	N
128661	01/03/2019	BLACK HILLS ENERGY	3,736.37	N
128662	01/03/2019	BURNS & MCDONNELL ENGINEERING	14,774.00	N
128663	01/03/2019	CITY OF OMAHA	225,572.39	N
128664	01/03/2019	DLR GROUP	2,040.00	N
128665	01/03/2019	FELSBURG HOLT & ULLEVIG	3,837.65	N
128666	01/03/2019	FIRST WIRELESS INC	96.30	N
128667	01/03/2019	GRAYBAR ELECTRIC COMPANY INC	374.16	N
128668	01/03/2019	HAWKINS CONSTRUCTION COMPANY	42,076.80	N
128669	01/03/2019	HDR ENGINEERING INC	14,352.45	N
128670	01/03/2019	HUNTEL COMMUNICATIONS, INC	273.00	N
128671	01/03/2019	METROPOLITAN UTILITIES DIST.	613.05	N
128672	01/03/2019	OLSSON, INC.	28,551.67	N
128673	01/03/2019	RDG PLANNING & DESIGN	2,099.30	N
128674	01/03/2019	ROTELLA'S ITALIAN BAKERY	4,238.33	N
128675	01/03/2019	SWAIN CONSTRUCTION INC	45,405.00	N
128676	01/03/2019	THOMPSON DREESSEN & DORNER	6,409.80	N
128677	01/15/2019	A & L HYDRAULICS INC	52.50	N
128678	01/15/2019	ALL TRAFFIC SOLUTIONS, INC.	88.00	N
128679	01/15/2019	AMERICAN LEGAL PUBLISHING CO	399.00	N
128680	01/15/2019	ASPHALT & CONCRETE MATERIALS	980.83	N
128681	01/15/2019	AWAREITY	17.88	N
128682	01/15/2019	BABER, BRAD	342.00	N
128683	01/15/2019	BARCAL, ROSE	266.00	N
128684	01/15/2019	BISHOP BUSINESS EQUIPMENT	138.10	N
128685	01/15/2019	BLACK HILLS ENERGY	1,597.26	N
128686	01/15/2019	BRITE IDEAS DECORATING	200.00	N
128687	01/15/2019	BUETHE, PAM	63.77	N
128688	01/15/2019	CDW GOVERNMENT INC	8,356.00	N
128689	01/15/2019	CENTURY LINK	138.90	N
128690	01/15/2019	CENTURY LINK BUSN SVCS	107.18	N
128691	01/15/2019	CINTAS CORPORATION	1,035.04	N
128692	01/15/2019	CITY OF PAPILLION	181,491.78	N
128693	01/15/2019	CORNHUSKER INTL TRUCKS INC	368.59	N
128694	01/15/2019	COX COMMUNICATIONS	277.40	N
128695	01/15/2019	CULLIGAN OF OMAHA	16.00	N
128696	01/15/2019	CUMMINS CENTRAL POWER LLC	298.00	N
128697	01/15/2019	DELL MARKETING L.P.	7,324.69	N
128698	01/15/2019	DIAMOND VOGEL PAINTS	33.39	N
128699	01/15/2019	DXP ENTERPRISES INC	65.87	N
128700	01/15/2019	EDGEWEAR SCREEN PRINTING	2,329.25	N
128701	01/15/2019	FIRST NATIONAL BANK FREMONT	5,377.08	N
128702	01/15/2019	GALE	239.90	N
128703	01/15/2019	HAMPTON INN-KEARNEY	839.65	N
128704	01/15/2019	HANEY SHOE STORE	150.00	N
128705	01/15/2019	HOME DEPOT CREDIT SERVICES	828.27	N
128706	01/15/2019	HUMANITIES NEBRASKA	75.00	N
128707	01/15/2019	HY-VEE INC	421.09	N
128708	01/15/2019	INLAND TRUCK PARTS	406.74	N
128709	01/15/2019	J & J SMALL ENGINE SERVICE	82.82	N
128710	01/15/2019	MARK A KLINKER	200.00	N
128711	01/15/2019	KRIHA FLUID POWER CO INC	49.10	N
128712	01/15/2019	LA VISTA COMMUNITY FOUNDATION	60.00	N
128713	01/15/2019	GRUNWALD MECHANICAL CONTRACT	4,372.00	N
128714	01/15/2019	LAW ENFORCEMENT TARGETS INC	786.20	N
128715	01/15/2019	LIBRARY ADVANTAGE	560.00	N
128716	01/15/2019	LIBRARY IDEAS LLC	374.50	N
128717	01/15/2019	LOGO LOGIX EMBROIDERY & SCREEN	383.00	N
128718	01/15/2019	LOU'S SPORTING GOODS	325.00	N

User: mgustafson

DB: La Vista

Check #	Check Date	Vendor Name	Amount	Voided
128719	01/15/2019	MARCO INCORPORATED	138.82	N
128720	01/15/2019	CATHERINE DEMES MAYDEW	2,860.00	N
128721	01/15/2019	MENARDS-RALSTON	190.71	N
128722	01/15/2019	METRO AREA TRANSIT	555.00	N
128723	01/15/2019	METROPOLITAN COMMUNITY COLLEG	32,976.50	N
128724	01/15/2019	METROPOLITAN UTILITIES DIST.	60.88	N
128725	01/15/2019	MIDWEST TURF & IRRIGATION	24.57	N
128726	01/15/2019	MNJ TECHNOLOGIES DIRECT INC	4,565.00	N
128727	01/15/2019	MOCIC MID-STATES ORGANIZED	200.00	N
128728	01/15/2019	NUANCE COMMUNICATIONS, INC.	23,901.38	N
128729	01/15/2019	O'KEEFE ELEVATOR COMPANY INC	1,180.62	N
128730	01/15/2019	O'REILLY AUTOMOTIVE STORES INC	320.12	N
128731	01/15/2019	OCLC INC	155.39	N
128732	01/15/2019	OFF ROAD EQUIPMENT PARTS, INC.	1,017.55	N
128733	01/15/2019	OFFICE DEPOT INC	467.23	N
128734	01/15/2019	OMAHA PUBLIC POWER DISTRICT	15,019.73	N
128737	01/15/2019	OMAHA WORLD-HERALD	997.81	N
128738	01/15/2019	ONE CALL CONCEPTS INC	134.94	N
128739	01/15/2019	PAPILLION LA VISTA PUBLIC SCHOOLS	14,270.00	N
128740	01/15/2019	PAPILLION SANITATION	472.54	N
128741	01/15/2019	PLAINS EQUIPMENT GROUP	530.63	N
128742	01/15/2019	REINHART FOODSERVICE LLC	1,529.78	N
128743	01/15/2019	SARPY COUNTY COURTHOUSE	4,207.68	N
128744	01/15/2019	SARPY COUNTY ELECTION COMMISSNR	1,468.75	N
128745	01/15/2019	SCHEMMER ASSOCIATES INC	800.00	N
128746	01/15/2019	SIGN IT	980.00	N
128747	01/15/2019	SINNETT, JEFF	342.00	N
128748	01/15/2019	SOUTHERN UNIFORM & EQUIPMENT	19.99	N
128749	01/15/2019	SUSPENSION SHOP INCORPORATED	3,461.60	N
128750	01/15/2019	SWAN ENGINEERING LLC	57.06	N
128751	01/15/2019	LOWE'S CREDIT SERVICES	1,439.52	N
128752	01/15/2019	T & N ACQUISITION COMPANY	366.00	N
128753	01/15/2019	TED'S MOWER SALES & SERVICE	2.55	N
128754	01/15/2019	THERMO KING CHRISTENSEN	288.20	N
128755	01/15/2019	TOSHIBA FINANCIAL SERVICES	138.00	N
128756	01/15/2019	TRANS UNION RISK AND	50.40	N
128757	01/15/2019	U.S. CELLULAR	1,214.84	N
128758	01/15/2019	UNITE PRIVATE NETWORKS LLC	3,850.00	N
128759	01/15/2019	UNITED PARCEL SERVICE	32.77	N
128760	01/15/2019	VIERREGGER ELECTRIC COMPANY	638.50	N
128761	01/15/2019	WESTLAKE HARDWARE INC NE-022	90.87	N
128762	01/15/2019	ZIMCO SUPPLY COMPANY	396.90	N

TOTAL: 743,292.88

APPROVED BY COUNCIL MEMBERS ON: 01/15/2019

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

User: mgustafson

DB: La Vista

Check #

Check #	Check Date	Vendor Name	Amount	Voided
571(E)	12/05/2018	ELAN FINANCIAL SERVICES	15,758.85	N
579(E)	12/31/2018	ACCESS BANK	3,066.27	N
580(E)	12/31/2018	ALLY BANK	356.91	N
581(E)	12/31/2018	AMERICAN HERITAGE LIFE INSURANCE	1,449.79	N
582(E)	12/31/2018	BLUE CROSS BLUE SHIELD OF NEBR	103,708.82	N
583(E)	12/31/2018	CATERPILLAR FINANCIAL SVCS CORP	3,075.62	N
584(E)	12/31/2018	DEARBORN NATIONAL LIFE INSURANC	6,298.07	N
585(E)	12/31/2018	ENTERPRISE FM TRUST	580.01	N
586(E)	12/31/2018	LINCOLN NATIONAL LIFE INS CO	5,920.81	N
587(E)	12/31/2018	MID-AMERICAN BENEFITS INC	643.50	N
588(E)	12/31/2018	NE DEPT OF REVENUE-SALES TAX	1,038.30	N
589(E)	12/31/2018	PITNEY BOWES-EFT POSTAGE	1,440.00	N
590(E)	12/31/2018	TOSHIBA FINANCIAL SERVICES	127.40	N
591(E)	12/31/2018	UNITED HEALTHCARE INSURANCE CO	791.49	N
TOTAL:				144,255.84

APPROVED BY COUNCIL MEMBERS ON: 01/15/2019

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
SERVICE AGREEMENT – SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION (SCEDC)	◆ RESOLUTION ORDINANCE RECEIVE/FILE	BRENDA GUNN CITY ADMINISTRATOR

SYNOPSIS

A resolution has been prepared authorizing the execution of a Service Agreement with Sarpy County Economic Development Corporation (SCEDC).

FISCAL IMPACT

The cost of La Vista's participation will be \$8,500 annually. This is a \$1,000 increase over what was budgeted per year in FY19 & FY20 and will be funded through savings in other areas. An adjustment to the FY20 budget will be recommended during the mid-biennium budget update process.

RECOMMENDATION

Approval.

BACKGROUND

While the City has partnered with the Sarpy County Economic Development Corporation (SCEDC) since 1980, there has never been a formal service agreement. This proposal is intended to re-state our intentions and secure the SCEDC's professional economic development efforts for the promotion, attraction, retention, advertising and marketing of corporate and industrial growth and community investment into the City of La Vista. As a provision of the agreement, SCEDC will make quarterly presentations to the La Vista City Council. The agreement also provides a voting SCEDC Board of Directors seat to a representative of the City of La Vista, which the Mayor is currently filling.

The agreement is a one-year term with an auto-renew mechanism each year, not to exceed ten years of renewals. SCEDC can terminate the agreement with 60-days-notice prior to the end of the existing term. The City may terminate the agreement at any time, with or without cause upon written notice to the SCEDC at least 30 days prior to the effective date of the termination. Any proposed increase of fees must be submitted to the City by SCEDC by April 30 in the year prior to the renewal year term.

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR THE PROVISION OF PROFESSIONAL ECONOMIC DEVELOPMENT EFFORTS.

WHEREAS, the City desires to enter into a service agreement with the Sarpy County Economic Development Corporation (SCEDC) for professional economic development efforts; and

WHEREAS, the service agreement runs for a one (1) year term with an auto-renew option not to exceed ten years of renewals unless terminated by either party; and

WHEREAS, the FY 2019/2020 Biennial Budget includes funding for the proposed services and related costs; and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure council approval prior to authorizing any purchases over \$5,000;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, hereby authorize the Mayor to execute a professional service agreement with the Sarpy County Economic Development Corporation for professional economic development efforts.

PASSED AND APPROVED THIS 15TH DAY OF JANUARY, 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

CONTRACT

THIS CONTRACT is entered into by and between the City of La Vista, a Municipal Corporation in Sarpy County, Nebraska, also referred to as "the City" and Sarpy County Economic Development Corporation, a Nebraska non-profit corporation doing business at 808 Conagra Drive, Suites 400, in Omaha, Nebraska, also referred to as "SCEDC."

RECITALS

WHEREAS, the City of La Vista wishes to assist in a program providing funds for the promotion, marketing and advertising of the City as part of the expanded economic development effort with SCEDC, more specifically; and,

WHEREAS, the City of La Vista wishes to retain the services of a non-profit organization to administer the program; and,

WHEREAS, SCEDC has experience in administering such programs and wishes to provide its professional services for the administration and assistance sought by the City; and,

WHEREAS, the City of La Vista is interested in the creation of jobs and the expansion of the tax base across the City and its Extra Territorial Jurisdiction (ETJ); and,

WHEREAS, SCEDC is committed to creating jobs and increasing the tax base within Sarpy County including the City; and,

WHEREAS, SCEDC and the City of La Vista have come to this agreement for administering funds for SCEDC

IN CONSIDERATION OF THESE MUTUAL COVENANTS, THE CITY OF LA VISTA AND SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION AGREE AS FOLLOWS:

PROVISIONS OF THE CONTRACT

SCEDC AND CITY OF LA VISTA MUTUALLY AGREE AS FOLLOWS:

1. The term of this agreement shall be one (1) year, January 1, 2019 through December 31, 2019, and shall automatically renew thereafter on a year-to-year basis and on the same terms, unless either party gives notice to the other not less than 60 days before the last day of the then existing term of its election to terminate the agreement effective as of the end of the then existing term. Renewals shall be for a period of not to exceed ten years.
2. This agreement supersedes all prior agreements between the parties and can only be amended in writing with the mutual consent by both parties.
3. This agreement may be changed, modified, extended, or amended by written agreement executed by both parties. All amendments shall be approved by official action of the City of La Vista City Council and the SCEDC Board of Directors and shall be attached to this

document. Notwithstanding anything in this Agreement to the contrary, this Agreement shall be subject to termination by the City at any time with or without cause upon written notice to SCEDC at least 30 days before the effective date of the termination as stated in the notice.

4. The City of La Vista hereby agrees to secure the professional services of SCEDC's economic development efforts for the promotion, attraction, retention, advertising and marketing of corporate and industrial growth and community investment in the City of La Vista.
5. The City of La Vista shall designate one representative to serve on the SCEDC Board of Directors as a voting representative of the City of La Vista in all matters that come before said Board.

SERVICES PROVIDED BY SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION

SCEDC WILL:

1. Promote the City of La Vista (including the ETJ outside the City Limits) to prospective companies, industries, and consultants for the attraction of new businesses to locate in the La Vista area. Promotion will include print and digital marketing materials, relationship building, professional correspondence, and targeted marketing efforts with specific industries.
2. Advocate for the expressed needs of the City of La Vista when representing La Vista in the Greater Omaha Economic Development Partnership (GOEDP). Advocacy activities include participation in relevant Target Advisory Committees and Councils (Data Center, Value-Added Agriculture, Site Development, Headquarter and Existing Businesses, Manufacturing)
3. Work closely to assist companies interested in locating in the La Vista area. Assistance will include creation and submission of proposals, timely and professional correspondence with project contacts, collection of relevant data from other organizations (including City), and support as requested from the project contacts as the project continues to consider the La Vista area.
4. Generate leads for location in the La Vista area annually through relationships with the GOEDP, NDED, various consultants, and companies.
5. Execute a comprehensive Business, Retention and Expansion (BRE) program that calls on existing companies annually and provides technical assistance to address issues and promote growth within La Vista.
6. Coordinate directly with City representatives to identify utility issues, expansion plans, or other issues or opportunities that will affect the City capacity and/or service provision.
7. Work in partnership with the City to develop and distribute site-specific marketing materials to be used with attraction marketing and existing business customers.
8. Seek direction from the City on marketing efforts and elements of the annual program of work through the City's active participation as a representative on the SCEDC Board of Directors.
9. Identify barriers to economic growth in the community and collaborate with other entities, including the City, to seek solutions to better position the community for economic growth.

FINANCIAL CONSIDERATION TO SCEDC:

The City, subject to annual appropriations for this Agreement, will compensate SCEDC in the total amount of \$8,500 per year to be paid annually starting on January 1, 2019. Any proposed increase of such compensation for any renewal term shall be subject to written approval of the City and must be communicated to the City no later than April 30 of the year before the beginning of the contract term for which the increase would be effective. SCEDC shall, on a quarterly basis, provide the City with a report outlining economic development activities for the previous quarter together with an illustration of significant specific budgeted program expenditures that were utilized to provide the business attraction, retention, advertising and marketing services contemplated by this agreement as illustrated by way of example on the sample report attached hereto as Exhibit A.

REPORTING:

SCEDC shall provide quarterly reports to the City administration and elected officials regarding services delivered. The reports shall include:

1. An update on attraction projects and lead activity.
2. Latest quarterly report of SCEDC activity.
3. An update on BRE program calls and activity.
4. Details of any marketing projects or activities.

AGREED TO AND SIGNED BY:

The City of La Vista

Mayor

Date

Sarpy County Economic Development Corporation:

President

Date

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
ENGINEERING SERVICES AGREEMENT AUTHORIZATION QUIET ZONE SAFETY MEASURES REQUIRED PERIODIC REVIEW	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared authorizing the Mayor to sign a Professional Services Agreement on behalf of the City of La Vista with Felsburg, Holt & Ullevig (FHU) to provide engineering services to conduct traffic counts, perform field inspections, examine crash records, evaluate the condition of supplementary safety measures and prepare the required report to the Federal Railroad Administration. The agreement establishes a not-to-exceed fee of \$7,250.00 for these services.

FISCAL IMPACT

The FY19/20 Biennial Budget includes funding for professional services in the Streets Division and costs will be shared with Sarpy County as they participated in the establishment of the quiet zone.

RECOMMENDATION

Approval

BACKGROUND

The Federal Railroad Administration regulations require that quiet zones established with Supplementary Safety Measures have periodic evaluations and reports filed every 4.5 to 5 years after their establishment. The La Vista Quiet Zone, which involves the BNSF crossings at 126th Street, West Giles Road, and 132nd Street, was established on March 24, 2014. This requires an update be performed and report submitted by March 24, 2019. FHU was instrumental in providing assistance to gain initial approval of the quiet zone and has the expertise to provide these services to maintain compliance.

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH FELSBURG, HOLT, & ULLEVIG FOR THE REVIEW OF AND UPDATE TO THE LA VISTA QUIET ZONE SUPPLEMENTARY SAFETY MEASURES.

WHEREAS, the City desires to enter into a professional services agreement with Felsburg, Holt & Ullevig (FHU) for the review of and update to the La Vista Quiet Zone Supplementary Safety Measures; and

WHEREAS, the FY 2019/2020 Biennial Budget includes funding for the proposed services and related costs; and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure council approval prior to authorizing any purchases over \$5,000;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, hereby authorize the Mayor to execute a professional service agreement with Felsburg, Holt, & Ullevig for the review of and updated to the La Vista Quiet Zone Supplementary Safety Measures.

PASSED AND APPROVED THIS 15TH DAY OF JANUARY, 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk



January 2, 2019

Mr. John Kottmann, PE
City Engineer
City of La Vista
9900 Portal Road
La Vista, NE 68128

RE: La Vista Quiet Zone
Periodic Update Services

Dear John,

Per your telephone request, Felsburg Holt & Ullevig (FHU) is submitting this proposal for services to review the approximate one-mile BNSF corridor in Sarpy County with associated railroad crossing safety measures for continued compliance with the Final Rule 49 CFS (Sec. 222.47).

General Background

The Use of Locomotive Horns at Highway-Rail Grade Crossings; Final Rule 49 CFS (Sec. 222.47) requires each quiet zone established with Supplementary Safety Measures (SSMs) to have periodic updates 4.5-5 years after their establishment. This is an affirmation by the local authority in writing to the Federal Railroad Administration (FRA) that the quiet zone continues to conform to the requirements of the Final Rule.

According to our records, the La Vista Quiet Zone was established on March 24, 2014, which means it should be updated between September 24, 2018 and March 24, 2019.

FHU will assist the City of La Vista and Sarpy County in retaining the Quiet Zone along the BNSF mainline. We will review the initial quiet zone construction plans, conduct a field visit of each crossing to determine if crossing conditions have changed, both in terms of geometrics and traffic control.

FHU will review the current DOT website for inventory and crash information. We will conduct 24-hour traffic counts, draft new inventory sheets with updated information, and prepare a Notice of Affirmation for retaining the existing quiet zone.

This work will include the three crossings of the BNSF in the La Vista Quiet Zone at:

- 126th Street, DOT # 916752G, MP 029.217
- West Giles Road, DOT # 073039E, MP 029.629
- South 132nd Street, DOT # 073036J, MP 029.739

The Supplementary Safety Improvements (SSMs) at each of the highway-railroad crossings will be reviewed per the FRA's Final Rule for establishing Quiet Zones. We will also review each crossing improvement for conformance with recent Quiet Zone requirements, determinations, waivers, and interpretations by BNSF, NDOT, and FRA. We will identify any potential issues as part of our base services, and if needed, would be willing to assist the City and County in resolving any necessary compliance actions as supplemental services.

We have based our fee estimates on the following Scope of Services including preparation of draft documents for the City of La Vista and Sarpy County to submit to the BNSF, FRA, Amtrak, and NDOT.

Project Scope of Services

This scope of services is for the periodic review of the La Vista Railroad Quiet Zone covering the crossings of the BNSF at 126th Street, West Giles Road, and S. 132nd Street respectively. This Scope of Services assumes that FHU provides the necessary documentation for the City of La Vista and Sarpy County to coordinate with the FRA, BNSF, Amtrak, and NDOT.

The tasks below describe the engineering services to be provided by Felsburg Holt & Ullevig (FHU) to the City of La Vista and Sarpy County for maintaining the La Vista Quiet Zone in Sarpy County. This scope of services consists of the reviewing existing documents, conducting site visits, and preparing notices to the agencies.

TASK 1. Project Management

- a. Project Management - The FHU Project Manager will serve as point of contact, maintain project schedule and budget, and provide regular progress reports with invoices.

TASK 2. Meetings

- a. Kick-Off Meeting - FHU will attend a kick-off meeting with La Vista and Sarpy County staff at the initiation of the project. No Public Information Meetings are planned as part of this scope.

TASK 3. Document and Field Review

- a. FHU will review the FRA website for existing inventory data and crash records.
- b. FHU will examine the as-built plans and Notices of Quiet Zone Establishment for compliance with the latest FRA regulations and interpretations.
- c. FHU will conduct an on-site field review and measurements for condition of the Supplementary Safety Measures and related traffic control.
- d. FHU will conduct 24-hour traffic counts at each crossing.

TASK 4. Submittals

- a. FHU will prepare the Notice of Affirmation to Retain an Existing Quiet Zone, Chief Executive Officer(s) Statements, and updated inventory sheets for each crossing in appropriate form for submittal to the BNSF, FRA, and NDOT.
- b. FHU would also be available for consultation and submittals with agencies regarding potential compliance issues as a supplemental service at our standard hourly rates.

Project Schedule

Upon receipt of a signed agreement, FHU will begin working on this assignment. We will complete and submit the draft documents for the La Vista Quiet Zone within 30 calendar days after holding the kick-off meeting. This schedule is based on a period of 5 days for the City to provide the documents listed above after the Notice to Proceed.

Project Fee Estimate

We propose to conduct these services on a Cost Plus Fixed Fee basis, with other direct costs, such as printing reimbursed at a rate of 1.1 times actual cost. At our standard hourly rates, we estimate that the services associated with reviewing the crossing safety measures could be completed for a maximum fee of **\$7,250**. This amount would be established as a "not to exceed" limit beyond which no charges could be made without the City and County's prior written approval. Our "Letter Agreement Standard Provisions" (**Attachment A**) are attached hereto and are incorporated into this agreement. A detailed fee schedule (**Attachment B**) is also included that shows the assumptions included within our fee estimate for the services.

January 2, 2019
Mr. John Kottmann, PE
Page 3

We appreciate the opportunity to provide this service to the City of La Vista and Sarpy County. We look forward to assisting you in the retention of both the safety and quality of life provided by the La Vista Quiet Zone. If you have any questions, please do not hesitate to contact us.

Sincerely,

FELSBURG HOLT & ULLLEVIG

Kyle A. Anderson
Kyle A. Anderson, PE, PTOE
Executive Vice President

Rick Haden
Rick Haden
Project Manager

Approved by City of La Vista

Date

Letter Agreement Standard Provisions

A. SERVICES BY THE CONSULTANT

The **CONSULTANT** agrees to perform all services, hereunder, using reasonable skill and judgment in accordance with applicable professional standards. **CONSULTANT** agrees to keep the **CLIENT** informed on its progress through periodic reports, and to maintain accurate records relating to its services for this project.

The **CONSULTANT** agrees to provide, directly or by association with such other Consultants or Contractors as it may deem necessary to further the interest of the **CLIENT**, the basic services as described in the Scope of Work provided in the signed Letter Proposal or Letter Agreement.

B. RESPONSIBILITIES OF THE CLIENT

The **CLIENT** shall provide and make available to the **CONSULTANT**, for his use, all maps, property descriptions, surveys, previous reports, historical data, and other information within its knowledge and possession relative to the services to be furnished hereunder. Data so furnished to the **CONSULTANT** shall remain the property of the **CLIENT** and will be returned upon completion of its services.

The **CLIENT** shall make provisions for the **CONSULTANT** to enter upon public and private properties as required for the **CONSULTANT** to perform its services hereunder.

C. EXTRA WORK

The **CLIENT** may desire to have the **CONSULTANT** perform work or render services other than those provided in Scope of Work. This will be Extra Work. Work shall not proceed until so authorized by the **CLIENT**. Payment for all work under this Agreement shall be on an hourly basis plus expenses in accordance with the attached rate schedule. Charges for outside services, expenses, and subconsultant work will be billed at 1.10 times the invoice amount.

D. TIME OF BEGINNING AND COMPLETION

Execution of the Letter Proposal is authorization by the **CLIENT** for the **CONSULTANT** to proceed with the work (Time of Beginning). The original Time of Completion is as noted in the Letter Agreement.

E. PAYMENT

Unless otherwise provided herein, **CONSULTANT** shall submit monthly invoices for Basic, Additional or Special Services and for Reimbursable Expenses each month for work that has been performed. If hourly, invoices will be based on labor and expenses incurred. If lump sum, invoices will be based on the percentage of work completed.

Payments not made within 60 days of the billing date shall bear interest at the rate of 1% per month which is an annual interest rate of 12%. If any portion of, or an entire account remains unpaid 90 days after billing, the **CLIENT** shall pay all costs of collection, including reasonable attorney's fees.

F. DELAYS

If the **CONSULTANT** is delayed at any time in the progress of work by any act or neglect of the **CLIENT** or its agents, employees or contractors, or by changes in the work, or by

extended reviews by the **CLIENT**, fire, unavoidable casualties, or by any causes beyond the **CONSULTANT'S** control, the time schedule shall be extended for a reasonable length of time, and **CONSULTANT'S** compensation may be subject to renegotiation for increased expenses due to escalation of prices, extended services, rework, and/or other expenses incidental to such delays.

G. OWNERSHIP OF DOCUMENTS

All drawings, specifications, reports, records, and other work products developed by the **CONSULTANT** associated with this project are instruments of service for this project only and shall remain the property of the **CONSULTANT** whether the project is completed or not. The **CONSULTANT** shall furnish originals or copies of such work product to the **CLIENT** in accordance with the services required hereunder. Reuse of any of the work product of the **CONSULTANT** by the **CLIENT** on an extension of this project or on any other project without the written permission of the **CONSULTANT** shall be at the **CLIENT'S** risk and the **CLIENT** agrees to defend, indemnify, and hold harmless the **CONSULTANT** from all claims, damages, and expenses including attorney's fees arising out of such unauthorized reuse by the **CLIENT** or by others acting through the **CLIENT**. Any reuse or adaptation of the **CONSULTANT'S** work product shall entitle the **CONSULTANT** to equitable compensation.

H. INSURANCE

During the course of the services, the **CONSULTANT** shall maintain Workmen's Compensation Insurance in accordance with the Workmen's Compensation laws of the State of Nebraska; Professional Liability Insurance with a minimum coverage of \$1,000,000 per occurrence, \$2,000,000 aggregate; Automobile Liability with a combined single limit coverage of \$1,000,000; and Commercial General Liability of \$1,000,000 per occurrence, \$2,000,000 aggregate. Upon request, the **CONSULTANT** shall provide certificates of insurance to the **CLIENT** indicating compliance with this paragraph.

I. TERMINATION

Either the **CLIENT** or the **CONSULTANT** may terminate this Agreement at any time with or without cause upon giving the other party fourteen (14) calendar days prior written notice. The **CLIENT** shall within sixty (60) calendar days of termination pay the **CONSULTANT** for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract.

J. DISPUTES

Any claim, dispute, or other matter in question between the **CLIENT** and the **CONSULTANT**, arising out of or relating to either's obligations to the other under this Agreement, shall, if possible, be resolved by negotiation between the **CLIENT'S** representative and the **CONSULTANT** Principal-in-Charge for the Project. **CLIENT** and **CONSULTANT** each commit to seeking resolution of such matters in an amicable, professional, and expeditious manner. If a matter cannot be resolved by these parties, no later than thirty (30) calendar days after either party submits an issue in writing for resolution,

representatives from executive management of the **CLIENT** and **CONSULTANT** shall attempt to resolve the matter through additional good faith negotiations. If resolution cannot be reached within an additional thirty (30) calendar days, the **CLIENT** and **CONSULTANT** agree that all such unresolved disputes shall be submitted to nonbinding mediation.

Pending final resolution of the dispute, the **CONSULTANT** shall proceed diligently with the performance of the Basic Services as described in Article A, as directed by the **CLIENT**, and the **CLIENT** shall continue to pay the undisputed payments due to the **CONSULTANT** for such services in accordance with the payment provisions of this Agreement.

K. GOVERNING LAW

Unless otherwise agreed in writing, this Agreement and the interpretation thereof shall be governed by the law of the State of Nebraska.

L. SUCCESSORS AND ASSIGNS

The **CLIENT** and the **CONSULTANT** each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party with respect to all covenants of this Agreement. Neither party shall assign or transfer its interest in this Agreement without the written consent of the other.

M. EXTENT OF AGREEMENT

This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations and representations. Nothing herein shall be deemed to create any contractual relationship between the **CONSULTANT** and any other consulting business, or contractor, or material supplier on the project, nor obligate it to furnish any notices required under other such contracts, nor shall anything herein be deemed to give anyone not a party to this Agreement any right of action against a party which does not otherwise exist without regard to this Agreement.

N. NOTICES

All notices and instructions given by either party to the other shall be in writing, and shall be deemed to be properly served if delivered to the address of record shown below, or if deposited in the United States Mail properly stamped with the required postage and addressed to such party at the address in the Letter Proposal or Letter Agreement. The date of service of a notice sent by mail shall be deemed to be the day following the date on which said notice is so deposited. Either party hereto shall have the right to change its address by giving the other party written notice thereof.

O. ACCURACY OF SERVICES AND LIMITATION OF LIABILITY

The **CONSULTANT** shall use reasonable professional skill and judgment in providing the services, hereunder, but does not warrant that such services are without errors and/or omissions. If, during the authorized use and prudent interpretation of documents or advice furnished by the **CONSULTANT**, an error or omission is discovered within a reasonable time, the **CONSULTANT** shall be responsible for correction of any work which must be removed or altered to meet the project requirements, provided the **CONSULTANT** is given a

reasonable opportunity to make remedial recommendations and to correct or arrange for the correction of the work itself. The **CONSULTANT** will not be liable for the cost of procurement of work or services performed in correcting such errors and/or omissions where such work or services result in a value to the Project over and above that which the original work or services provided.

In providing opinions of probable construction cost, the **CLIENT** understands that the **CONSULTANT** has no control over costs or the price of labor, equipment, or materials, or the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made based on the **CONSULTANT'S** qualifications, and experience. The **CONSULTANT** makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

The **CONSULTANT** agrees, to the fullest extent permitted by law, to indemnify and hold the **CLIENT** harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the **CONSULTANT'S** negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her subconsultants or anyone for whom the **CONSULTANT** is legally liable.

The **CLIENT** agrees, to the fullest extent permitted by law, to indemnify and hold the **CONSULTANT** harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the **CLIENT'S** negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the **CLIENT** is legally liable, and arising from the project that is the subject of this Agreement. **CLIENT'S** amount of indemnity or costs incurred in providing the indemnity shall be limited to the same amount as the **CONSULTANT'S** liability is listed below.

As negotiated as a part of this Agreement, to the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of the **CONSULTANT** and the **CONSULTANT'S** officers, directors, partners, employees, agents and subconsultants, to the **CLIENT** and anyone claiming by, through or under the **CLIENT**, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of the **CONSULTANT** or the **CONSULTANT'S** officers, directors, employees, agents or subconsultants, or any of them, shall not exceed the total amount of \$100,000.

Upon execution of the Letter Agreement or Letter Proposal, the **CLIENT** thereby agrees to the terms of these Special Provisions.

**Railroad Quiet Zone 4.5-5 Year Affirmation
City of La Vista, Sarpy County, NE**

Felsburg Holt & Ullevig

Attachment B

12/28/2018

ACTIVITIES	Person Hours By Task						Fee
	PR	PM	Engr.	Sr. Des.	Admin.	Total	
1- Project Management	1	3			1	5	\$925
2- Kick-Off Meeting Obtain Background Data, Plans & Traffic Counts		3				3	\$600
3- Document & Crossing Field Review Review Construction Plans (3) Review Crossings On-Site for Compliance Review FRA Inventory & Crash Records Subtotal SSM Review		3		2		5	\$890
		4		2		6	\$1,090
		3				3	\$600
							<u>\$2,580</u>
4- Coordination City, FRA, BNSF, Amtrak & NDO1 Review RQZE Documents & Agreements Prepare QZ Affirmation & Executive Statement Update Inventory Sheets Subtotal Coordination	1	3				3	\$600
		4				5	\$1,035
		3				3	\$600
							<u>\$2,235</u>
TOTAL HOURS	2	26	0	4	1	33	\$6,340
Billing Rates	\$235.00	\$200.00	\$190.00	\$145.00	\$90.00		
Total Salaries	\$470	\$5,200	\$0	\$580	\$90	\$6,340	

DIRECT PROJECT EXPENSES

ITEM

Traffic Counts				\$750
Mileage- (40 miles Lincoln - La Vista) 1 trip	80	\$0.545		\$44
Printing, Postage/Shipping - Certified Mail	1	\$48.00		\$48
Misc		\$68		\$68
TOTAL DIRECT PROJECT EXPENSES				\$910

MAXIMUM AMOUNT PAYABLE **\$7,250**

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
AUTHORIZE REQUEST FOR QUALIFICATIONS & PROPOSALS-ENGINEERING SERVICES EAST LA VISTA-SEWER & PAVEMENT REHABILITATION	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared authorizing a Request for Qualifications & Proposals for consulting engineering services necessary to provide evaluation and design services for the East La Vista Pavement & Sanitary Sewer Rehabilitation. Evaluation of existing conditions and identification of rehabilitation options would be provided as part of Phase 1 in 2019 with detailed survey and design to occur as Phase 2 in 2020. Proposals are due by 3:30 pm, local time, on March 7, 2019. City staff members will evaluate the proposals, conduct interviews, and negotiate a proposed fee with the selected firm for Phase 1. The proposed agreement with the selected firm will be brought back to the City Council for approval.

FISCAL IMPACT

The FY19/20 Biennial Budget includes funding for this project.

RECOMMENDATION

Approval

BACKGROUND

The Capital Improvement Program includes a project for East La Vista Sewer & Pavement Rehabilitation. This is the initial platting of La Vista lying east of 72nd Street and south of Harrison Street. This is CIP Project No. PWSS-13-001. The infrastructure in this area is now over 50 years old. The deterioration of both pavement and sanitary sewers in this area makes it desirable to seek combined rehabilitation options. The following schedule is proposed:

Publish Notice of Request for Proposals	January 23 and 30, 2019
Receive Proposals	Until March 7, 2019 @ 3:30 pm local time
City Council Authorize Agreement	To Be Determined

Notice of Request for Proposals will also be sent to firms with known interest and ability to provide these services.

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE REQUEST FOR QUALIFICATIONS AND PROPOSALS FOR ENGINEERING SERVICES FOR EAST LA VISTA SEWER & PAVEMENT REHABILITATION.

WHEREAS, the Mayor and Council have determined that the rehabilitation of sewer and pavement in East La Vista is necessary; and

WHEREAS, the FY 19/20 Biennial Budget provides funding for the potential public improvements; and

WHEREAS, proposals will be due March 7, 2019 with the approval of selected firm by the City Council at a later date to be determined;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby authorize the request for qualifications and proposals for Engineering Services for East La Vista Sewer & Pavement Rehabilitation.

PASSED AND APPROVED THIS 19TH DAY OF JANUARY, 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

Request for Qualifications/Proposals
Consulting Engineering Services
Evaluation & Design
East La Vista
Sewer & Pavement Rehabilitation
City of La Vista, Nebraska

The City of La Vista (“City”) is seeking proposals from qualified engineering consultants to conduct an evaluation and design of sewer and pavement rehabilitation in the East La Vista study area. Proposals will be received Monday through Thursday, 8:00 am to 4:30 pm and Friday from 8:00 am to 12:00 noon, local time, except holidays, from January 16, 2019 until 3:30 pm on March 7, 2019.

All proposals must be sent to Pam Buethe, La Vista City Clerk, 8116 Park View Boulevard, La Vista, NE 68128.

All companies and individuals who are interested in preparing a proposal must only contact John M. Kottmann, City Engineer, 9900 Portal Road, La Vista, NE 68128. **Contact with any other City employee, elected official, or others associated with the project may result in disqualification.**

Project specific information can be requested in writing from John M. Kottmann, City Engineer, 9900 Portal Road, La Vista, NE 68128, (402) 331-8927, or jkottmann@cityoflavista.org. Information and the complete request for proposals are also available on the internet at:
<http://www.cityoflavista.org/Bids.aspx>

PUBLISH: January 23 and 30, 2019



REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
CONSULTING ENGINEERING SERVICES
FOR
EVALUATION & DESIGN
EAST LA VISTA
SEWER & PAVEMENT REHABILITATION
CITY OF LA VISTA, NEBRASKA
PROPOSALS DUE 3:30 PM, MARCH 7, 2019

PURPOSE

The City of La Vista, Nebraska (City) is hereby soliciting consultant qualifications and proposals for professional services to provide evaluation and design services for the East La Vista Pavement and Sanitary Sewer Rehabilitation. The East La Vista area was the first subdivision platting and development which began the City of La Vista around 1960. This request invites qualified consultants to submit qualifications and proposals for accomplishment of the work described below under Scope of Services.

PROJECT DESCRIPTION

Provide professional testing, inspection, engineering and surveying services to prepare recommendations, opinions of construction costs, preliminary designs, final design and bidding documents for pavement and sanitary sewer rehabilitation in the East La Vista area shown on Exhibit "A" attached herewith.

The project area contains approximately 12,700 feet of 8-inch sanitary sewer and 13,280 feet of public street (centerline length). Closed circuit televising of most of the existing sanitary sewers has been performed by City forces during 2016, 2017 and 2018. Video files of this televising are available at

https://www.dropbox.com/sh/zlk5vavy3eb6zu4/AAD_3Pa_5VX7o0V1urkYvdIba?dl=0

(if this access does not work, a flash drive copy can be requested)

The services are anticipated to occur in two phases. The first phase is the investigation of existing conditions and analysis of alternatives with initial opinions of cost. The first phase is anticipated to utilize lidar survey information available from Sarpy County GIS resources. The second phase will include detailed field survey work and preparation of construction documents based on the recommended and accepted rehabilitation method from the first phase.

SCOPE OF SERVICES

Phase 1:

- Conduct CCTV inspections on all sanitary sewer lines in the East La Vista area. Sanitary sewer lines shall be cleaned sufficiently for televising and video recording. Protruding sewer taps may limit access and require televising from upstream and downstream to capture conditions to the extent possible. Root cutting can be expected to be necessary. Specific hydrants will be identified for use in obtaining cleaning water. The City will provide a temporary meter for water usage at no charge for cleaning operations on this project only. Pipeline video shall be provided in a digital format acceptable to the City. The inspection shall be in color and the camera shall have pan and tilt capabilities and accurate distance measurement capability.
- Obtain pavement cores from existing pavement to determine composition and thickness. The consultant shall recommend frequencies as part of the Proposal.
- Obtain subsurface soils investigation and provide geotechnical recommendations related to construction of the proposed sewer and pavement rehabilitation. Consultant shall identify the frequency of such testing proposed for Phase 1 and the additional testing

necessary for Phase 2.

- Review all available reports, plans, maps and studies that the City has available for the project area and incorporate relevant information from such documents into the design work for the contemplated improvements. The City will make available copies of any infrastructure plans for abutting roads and sewers as well as publicly submitted studies.
- Make recommendations as to sanitary sewer rehabilitation methods to be considered based on evaluation of the existing system conditions. Desired solutions shall have an expected life of at least 50 years. Include sewer system schematic maps showing manholes and pipes recommended for rehabilitation with tables detailing the number and type of repair method recommended for the identified manholes and pipes. Content shall include:
 - Identify public sewer system defects with locations identified
 - Identify private service lateral defects with locations identified and property address
 - Provide a summary of the costs to construct the rehabilitation separated by public and private portions of the system
 - Provide alternative costs if multiple solutions are suggested for consideration.
 - Identify if certain solutions are predicated on certain pavement rehabilitation options being selected.
- Make recommendations as to pavement rehabilitation methods to be considered based on evaluation of the existing conditions and sewer system rehabilitation options. Desired solutions shall have an expected life of at least 50 years prior to total reconstruction with surface maintenance treatments occurring at 20 year intervals. Include schematic roadway maps showing recommended rehabilitation areas and typical sections of various options. Solutions and content shall address the following:
 - Preservation of access to residents, including emergency access
 - Coordination of construction with sewer rehabilitation options
 - Provide a summary of the costs to construct the pavement rehabilitation with identification of whether a method is connected to a particular sewer system rehabilitation option.
 - Provide alternative costs if multiple solutions are suggested for consideration
- Meet with the City and local agencies such as utility companies, for the purpose of discussing designs, options, construction schedules, permitting, alternatives, costs, and other relevant matters to installing and/or facilitating the rehabilitation of sewers and pavement and potential coordination with utility company rehabilitation needs.
- Conduct a public meeting for the purpose of providing information to residents regarding the project and providing an opportunity for them to ask questions, voice concerns and give input regarding the proposed rehabilitation work.

- After review of input, questions, and concerns expressed at the public meeting, the consultant shall attend a workshop not exceeding 4 hours with City staff to discuss the options presented in order to select a preferred solution. After this meeting the consultant shall prepare a report identifying the solution and opinion of probable construction costs to be presented to the City Council. The costs shall include final design and construction phase consultant services. The consultant shall have representation at the City Council meeting to respond to questions.

Phase 2:

After the City Council has considered and accepted the recommended rehabilitation method(s) the consultant shall proceed with the following services:

- Perform topographic survey of the proposed public street right of ways in the East La Vista project area including all utility information observable and marked through the Nebraska One Call system. Survey shall be conducted to industry standards sufficient for the purpose of creating construction documents.
- Prepare preliminary plans and specifications for the sanitary sewer and pavement rehabilitation improvements. Preliminary plans shall contain proposed vertical and horizontal alignment, typical cross sections, proposed construction limits and right of way limits, proposed storm sewer improvements as part of the pavement rehabilitation. Preliminary specifications shall be in outline form identifying the proposed general conditions and a list of standard technical specifications to be followed as well as a list of Special Provisions that will be written for the project.
- Prepare preliminary recommendations and illustrations for construction phasing needed in order to maintain access for residents including considerations for emergency access and garbage collection. Coordinate with utility companies for phasing in regards to concurrent work that utility companies may need to perform with this infrastructure.
- Prepare an updated opinion of probable construction costs based upon the preliminary plans.
- After receipt of review comments from City staff and affected utility companies prepare final plans and specifications that address or respond to the review comments. Final plans shall include additional details such as proposed grades and spot elevations, construction and removal plans, erosion control, private driveway, sidewalk and sewer service replacements, easement limits, utilities coordination, barricading, construction phasing, quantities and bid items. Final plans shall be supported by sanitary sewer and

storm sewer design and hydraulic analyses. Final specifications shall include bid items and quantities and completed Special Provisions. The 2014 Edition, or later editions if adopted, of the City of Omaha Standard Specifications for Public Works Construction shall be utilized.

- Prepare a plat map and legal description of temporary and permanent easements (if any) to be obtained by the City for the proposed public infrastructure improvements.
- Conduct a public meeting for the purpose of presenting information to residents and answering questions.
- Finalize the plans and specifications for bidding purposes based upon review comments provided by the City. Prepare an updated opinion of probable construction costs based upon the finalized plans and specifications.
- Provide project management services including a pre-design meeting upon Notice to Proceed, regular design progress meetings (anticipate bi-weekly) plan-in-hand review meeting at preliminary plan review, design contract administration and scheduling, coordination of design team including all sub-consultants, and development of a project schedule. Consultant shall document all meetings and provide meeting minutes to attendees.
- Construction phase engineering services will be provided by the selected engineering firm and will be negotiated in a separate agreement after receipt of bids for the construction work.

PROJECT SCHEDULE

All firms submitting proposals must be prepared to initiate work on this project approximately April 1, 2019. Phase 1 services are to be completed by October 1, 2019. Phase 2 services will occur in 2020 with a more specific schedule to be determined after Phase 1. Only those firms able to perform the necessary work activities within this schedule should respond to this RFP.

PROPOSAL REQUIREMENTS

In order to facilitate review of the project proposals by the City of La Vista, the following information must be included in the proposal in the order listed:

1. A letter of interest not to exceed 5 pages. This needs to identify the primary and secondary contact persons with phone and e-mail contact information. This letter shall identify the consulting firm's experience in the study and design of sewer and pavement rehabilitation projects.

2. The body of the proposal (Project Understanding and Approach) shall be limited to ten (10) pages, 8 1/2" by 11" single sided and up to three(3) additional pages, 11" by 17" single sided.
3. Listing of other firms included in the Project Team. This discussion should include the primary areas of responsibility of each team firm, an estimated proportion of the total contract work to be performed by each team firm and their primary office location. The applicable experience of proposed team members and history of working together as a team is to be included.
4. A listing of similar work performed within the last 3-years to include dollar value, project description, project team, and contacts for project owners. Each project description (maximum of four (4) allowed) will be limited to one single sided page.
5. A maximum of 2 pages of additional supportive material such as charts, tables, or photos.
6. The names of key personnel, qualifications, experience and the proposed project manager shall be provided. This should include a discussion of similar projects the key personnel and project manager have worked on. The availability of the key personnel and their redundancy to work on this project needs to be set forth in the Proposal. An organization chart and resumes would be included in this section (maximum 10 pages).
7. A project schedule outlining the time frame and estimated completion date of each major task outlined in the project approach section. The project schedule should include estimated dates for deliverable products throughout the course of the design period.
8. Cost proposal. The submittal shall include an estimated lump sum fee, for Phase 1 services including all sub-consultants and expenses. For Phase 2 services identify a percentage, or a narrow range of percentages, of construction costs that will cover the Phase 2 services.
9. Submit three (3) bound copies of the Proposal and one (1) CD-R or flash drive containing a pdf copy of the Proposal.
10. Provide proof of professional liability insurance in the amount of not less than \$2,000,000.

NOTES:

- A. The estimated lump sum fee for Phase 1 will be finalized in negotiations with the selected consultant. Scope revisions may take place during such negotiations that affect the lump sum fee.
- B. The City of La Vista reserves the right to utilize the selected consultant for construction phase services.

EVALUATION CRITERIA & SELECTION PROCESS

1. Evaluation Criteria. The following are the critical areas of the proposals to be evaluated by the internal review committee:
 - a. Quality and Completeness: Does the described plan and approach to deliver

services adequately address those identified in the RFP?

- b. Experience: Has the consultant demonstrated the ability to successfully provide services for projects of similar complexity and nature as described herein?
- c. Staff: Do the qualifications of key project team members to be assigned to the project coincide with tasks listed in the Scope of Work? Do assigned personnel have requisite education, experience and professional qualifications?
- d. Organization: Does the consultant offer the quality of services required for the types of projects listed in the Scope of Work? Does the firm's organizational structure show sufficient depth for its present workload? How would the project described in this RFP fit into the consultant's schedule?
- e. Specific Management Approach: Has the consultant described its ability to design rehabilitation projects with multiple aspects and coordinate with other agencies/utilities to achieve overall cost savings? How will the firm apply its techniques and resources to achieve these results?
- f. Reputation: Are the consultant's references from past clients, associates, or any publicly available sources favorable?
- g. Fee: Are the preliminary fees identified by the consultant reasonable for the services requested and the capabilities of the consultant?

2. Selection Process. Proposals will be reviewed by an internal review committee. Due to the nature of the services sought, evaluation of proposals will in large part be subjective. Consultants submitting the highest quality professional services proposals will be invited to interview with the City. However, the City may make a selection based solely on proposals, without interviews. At the conclusion of the selection process, the City will undertake contract negotiations with the top-ranked firm. The City reserves the right to accept any proposal in whole or in part and to reject any and all proposals, to waive irregularities and to negotiate and revise terms with proposers without notice to other proposers. Proposers will not be compensated for costs associated with preparing a proposal or for attending an interview.

PROTOCOL

1. Submittal. Proposals must be at the City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE 68128 no later than 3:30 pm, March 7, 2019. No exceptions to this deadline will be given. Please provide the required copies of your proposal in an envelope or other sealed container clearly marked on the exterior as containing "Proposal for Engineering Consulting Services-Evaluation & Design-East La Vista Sewer & Pavement Rehabilitation-City of La Vista, Nebraska".
2. Questions. Firms interested in submitting proposals should contact John Kottmann, City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE (402) 331-8927, or jkottmann@cityoflavista.org for any additional questions regarding the project. All questions shall be submitted in writing and shall be received not less than seven (7) calendar days prior to the submittal date. Questions received by this deadline will be answered in writing via e-mail as an Addendum to all holders of RFP documents.
3. Life of Proposal. Proposals must remain firm for not less than ninety (90) days from the proposal due date.
4. Affirmative Action. The consultant, with regard to the services performed by it during the project, shall not discriminate on the grounds of race, color, national origin, sex, age and

disability/handicap including selection of sub-consultants.

5. Proprietary Information. A consultant may restrict the disclosure of scientific or technological innovations in which it has a proprietary interest, or other information that is protected from public disclosure by law, which is contained in the Proposal by:
 - a. Marking each page of each such document prominently in at least 16 point font with the words "Proprietary Information";
 - b. Printing each page of each such document on a different color paper than the paper on which the remainder of the proposal is printed; and
 - c. Segregating each page of each such document in a sealed envelope, which shall prominently display, on the outside, the words "Proprietary Information" in at least 16 point font, along with the name and address of the Consultant firm making the proposal
 - d. After either a contract is executed, or all submittals are rejected, if access to documents marked "Proprietary Information", as provided above, is requested under a Public Records Request, the City will notify the Consultant firm of the request, and it shall be the burden of the Consultant to establish that such documents are exempt from disclosure under the law. If no action is taken by the Consultant in the time period allowed by law to respond to a Public Records Request, then the City will release the information to comply with the request.

END OF RFP

Sarpy County Property Information



Exhibit "A" East LaVista Study Area

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
ADVERTISEMENT FOR BIDS 84 TH STREET PAVEMENT REHABILITATION	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared authorizing the advertisement for bids for 84th Street Pavement Rehabilitation from Giles Road to Harrison Street which also includes Brentwood Drive from 84th to 87th Street.

FISCAL IMPACT

The FY19/20 Biennial Budget includes funding for this project.

RECOMMENDATION

Approval

BACKGROUND

The proposed construction includes removal of existing asphaltic concrete overlay, concrete pavement repair, inlet top replacement, pavement markings, traffic control and miscellaneous appurtenant work. This is CIP Project No. PWST-19-004 and also identified as Project M-376(217) in the 1 & 6 Yr Road Program. An agreement was entered into with the NDOT at the September 5, 2017 City Council meeting to reimburse the City for the construction costs of resurfacing the four through lanes of 84th Street. That portion of the work is approximately \$661,000.

Preparation of plans and specifications for this project have been completed by Olsson Associates. The Engineer's Estimate for the project is \$1,507,590 including construction, engineering and contingency costs. The recommended schedule for bidding this work is:

Publish Notice to Contractors	January 23 and 30, 2019
Open Bids	February 8, 2019 at 10:00 am City Hall
Council Award Contract	February 19, 2019

The Notice to Contractors will also be posted on the City's web site and at www.standardshare.com

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR 84TH STREET PAVEMENT REHABILITATION.

WHEREAS, the Mayor and Council have determined that the pavement rehabilitation on 84th Street from Giles Road to Harrison Street and on Brentwood Drive from 84th Street to 87th Street is necessary; and

WHEREAS, the FY 19/20 Biennial Budget provides funding for the potential public improvements; and

WHEREAS, the schedule for awarding this bid is as follows:

Public Notice to Contractors	January 23 and 30, 2019
Bids Due/Open	February 8, 2019 at 10:00 a.m.
Council Award Bid	February 19, 2019

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of La Vista Nebraska hereby authorize the advertisement for bids for 84th Street Pavement Rehabilitation.

PASSED AND APPROVED THIS 15TH DAY OF JANUARY 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

NOTICE TO CONTRACTORS

84TH STREET PAVEMENT REHABILITATION PWST-19-004 CITY OF LA VISTA, NEBRASKA

Sealed proposals will be received by Pamela Buethe, City Clerk of the City of La Vista, at City Hall, 8116 Park View Boulevard, La Vista, Nebraska 68128, until February 8, 2019, at 10:00 A.M., for 84TH Street Pavement Rehabilitation construction, PWST-19-004, in and for said City according to plans and specifications for said improvements now on file at the office of the City Clerk. At such hour, or as soon as practicable thereafter, the bids will be opened publicly in the presence of the bidders for furnishing labor, materials, and equipment necessary for the proper construction of this project.

The extent of the work includes the concrete pavement repair, concrete/asphalt milling and overlay, inlet top and storm sewer pipe replacement, sidewalk and ADA ramps, median surfacing, striping, erosion control, and miscellaneous appurtenant work. The project boundaries shall include 84th Street from Giles Road and Harrison Street, and Brentwood Drive from 84th Street to 87th Street.

Plans, Specifications and Contract Documents may be examined online at www.standardshare.com. Search for the project name in the Plan Room found at www.standardshare.com. Downloadable PDF files and hardcopy prints may be procured from StandardSHARE or the offices of Standard Digital Imaging: 4424 S. 108th St. / Omaha, NE 68137 / 402-592-1292. All costs associated with obtaining documents are the responsibility of the bidder and are non-refundable. Project documents may also be examined at the office of The City Clerk of the City of La Vista at City of La Vista City Hall, 8116 Park View Blvd., La Vista, NE 68128. In order to ensure bidders are aware of all issued documents pertaining to this opportunity – bids will only be accepted from those listed on the planholders list kept at the offices of Standard Digital Imaging / StandardSHARE.

All work shall be furnished in strict accordance with the plans, specifications and contract documents prepared by Olsson, Engineers for the City of La Vista. All proposals must be submitted on the Proposal form prepared by Olsson. This form is part of the documents that can be obtained at the StandardSHARE web site or offices.

Each bid shall be accompanied in a SEPARATE SEALED ENVELOPE by a certified check or bid bond in an amount not less than five (5) percent of the amount bid and such certified check or bid bond shall be payable to the Treasurer of the City of La Vista, Nebraska, as security that the Bidder to whom the contract may be awarded will enter into a contract to perform the work in accordance with this Notice and other contract documents, and will furnish the required bonds in amount equal to 100% of the contract price.

The City of La Vista, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidden that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, sex, age and disability/handicap in consideration for an award.

No Bidder may withdraw his proposal for a period of sixty (60) days after the date set for the opening of bids. The City of La Vista, Nebraska reserves the right to reject any or all bids and to waive informalities.

ITEM No.	DESCRIPTION	UNIT	QNTY	UNIT COST	TOTAL COST
1	MOBILIZATION	LS	1	\$ 75,000.00	\$ 75,000.00
2	PROVIDE TEMPORARY TRAFFIC CONTROL - 84TH STREET	LS	1	\$ 20,000.00	\$ 20,000.00
3	PROVIDE TEMPORARY TRAFFIC CONTROL - BRENTWOOD & GRANVILLE	LS	1	\$ 5,000.00	\$ 5,000.00
4	FURNISH FLASHING ARROW PANEL	DAY	86	\$ 100.00	\$ 8,600.00
5	REMOVE CURB	LF	252	\$ 30.00	\$ 7,560.00
6	CONCRETE CURB	LF	252	\$ 40.00	\$ 10,080.00
7	CONCRETE CURB REPAIR	LF	424	\$ 50.00	\$ 21,200.00
8	REMOVE SIGN	EA	1	\$ 100.00	\$ 100.00
9	REMOVE SIDEWALK	SF	1901	\$ 2.00	\$ 3,802.00
10	CONSTRUCT 4" PCC SIDEWALK	SF	992	\$ 7.00	\$ 6,944.00
11	CONSTRUCT CONCRETE CURB RAMP	SF	909	\$ 12.00	\$ 10,908.00
12	CONSTRUCT DETECTABLE WARNING PANEL	SF	104	\$ 33.00	\$ 3,432.00
13	RECONSTRUCT MEDIAN CROSSING	SF	116	\$ 10.00	\$ 1,160.00
14	REPAIR MEDIAN SURFACING	SF	778	\$ 10.00	\$ 7,780.00
15	CONCRETE PAVEMENT REPAIR, TYPE A, FULL DEPTH	CY	84	\$ 440.00	\$ 36,960.00
16	CONCRETE PAVEMENT REPAIR, TYPE B, FULL DEPTH	CY	140	\$ 390.00	\$ 54,600.00
17	CONCRETE PAVEMENT REPAIR, TYPE C, FULL DEPTH	CY	209	\$ 330.00	\$ 68,970.00
18	FOUNDATION COURSE REPLACEMENT	CY	159	\$ 50.00	\$ 7,950.00
19	PREFORMED EXPANSION JOINT, TYPE A	LF	130	\$ 80.00	\$ 10,400.00
20	REPLACE INLET TOP - 7' LENGTH	EA	26	\$ 1,750.00	\$ 45,500.00
21	REPLACE INLET TOP - 9' LENGTH	EA	11	\$ 1,900.00	\$ 20,900.00
22	REPLACE INLET TOP - 11' LENGTH	EA	5	\$ 2,000.00	\$ 10,000.00
23	REPLACE INLET TOP - 15' LENGTH	EA	19	\$ 2,100.00	\$ 39,900.00
24	*RECONSTRUCT CURB INLET	EA	5	\$ 2,000.00	\$ 10,000.00
25	*CONSTRUCT 15" RCP, CLASS III	LF	100	\$ 40.00	\$ 4,000.00
26	*CONSTRUCT 18" RCP, CLASS III	LF	500	\$ 45.00	\$ 22,500.00
27	ADJUST MANHOLE TO GRADE	EA	8	\$ 300.00	\$ 2,400.00
28	*ADJUST VALVE BOX TO GRADE	EA	5	\$ 300.00	\$ 1,500.00
29	INSTALL PERMANENT PERFORMED TAPE MARKING - TYPE 4, 5" WHITE	LF	6793	\$ 1.00	\$ 6,793.00
30	INSTALL PERMANENT PERFORMED TAPE MARKING - TYPE 4, 5" YELLOW	LF	1628	\$ 1.00	\$ 1,628.00
31	INSTALL PERMANENT PERFORMED TAPE MARKING - TYPE 3, 12" WHITE	LF	387	\$ 1.50	\$ 580.50
32	INSTALL PERMANENT PERFORMED TAPE MARKING - TYPE 3, 24" WHITE	LF	1239	\$ 2.00	\$ 2,478.00
33	INSTALL PERMANENT PERFORMED TAPE MARKING SYMBOL - TYPE DIRECTIONAL ARROW RIGHT, WHITE	EA	19	\$ 415.00	\$ 7,885.00
34	INSTALL PERMANENT PERFORMED TAPE MARKING SYMBOL - TYPE DIRECTIONAL ARROW LEFT, WHITE	EA	26	\$ 415.00	\$ 10,790.00
35	INSTALL TEMPORARY PAINT MARKING - WHITE	LF	5000	\$ 0.65	\$ 3,250.00
36	HYDRATED LIME/WARM MIX ASPHALT	EA	6880	\$ 1.50	\$ 10,320.00
37	ASPHALTIC CONCRETE, TYPE SLX	TON	6880	\$ 45.00	\$ 309,600.00
38	*ASPHALTIC CONCRETE FOR PATCHING, TYPE SLX	TON	125	\$ 45.00	\$ 5,625.00
39	PERFORMANCE GRADED BINDER (58V-34)	TON	289	\$ 450.00	\$ 130,050.00
40	TACK COAT	GAL	8485	\$ 2.00	\$ 16,970.00
41	COLD MILLING, CLASS 4 - 2" DEPTH	SY	36864	\$ 3.00	\$ 110,592.00
42	CONCRETE SURFACE MILLING - 2" DEPTH	SY	7461	\$ 6.00	\$ 44,766.00
43	RAP INCENTIVE	EA	11696	\$ 1.30	\$ 15,204.80
44	*SEEDING TYPE III (EROSION CONTROL)	AC	0.5	\$ 6,000.00	\$ 3,000.00
45	INSTALL CURB INLET PROTECTION	EA	68	\$ 100.00	\$ 6,800.00
46	RENTAL OF DUMP TRUCK, FULLY OPERATED	HOUR	15	\$ 100.00	\$ 1,500.00
47	RENTAL OF SKID LOADER, FULLY OPERATED	HOUR	15	\$ 100.00	\$ 1,500.00
48	RENTAL OF LOADER, FULLY OPERATED	HOUR	15	\$ 100.00	\$ 1,500.00
49	RENTAL OF MOTOR GRADER, FULLY OPERATED	HOUR	15	\$ 100.00	\$ 1,500.00
	*QUANTITY NOT INDICATED WITHIN PLANS. NUMBER IS AN ESTIMATE TO ESTABLISH BID ITEM.				
	SUBTOTAL				\$ 1,209,478.30
	CONTINGENCIES @ 5%				\$ 60,473.92
	PRELIMINARY CONSTRUCTION ESTIMATE				\$ 1,269,952.22
	DESIGN ENGINEERING				\$ 92,500.00
	CONSTRUCTION ENGINEERING (12.0%)				\$ 145,137.40
	PROFESSIONAL SERVICES ESTIMATE				\$ 237,637.40
	OPINION OF PROBABLE COSTS				\$ 1,507,589.61

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
ADVERTISEMENT FOR BIDS PARK VIEW BLVD RESURFACING 72 ND ST TO 84 TH ST	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared authorizing the advertisement for bids for Park View Blvd Resurfacing-72nd St to 84th St.

FISCAL IMPACT

The FY19/20 Biennial Budget includes funding for this project. The cost estimate exceeds the funding shown for the project. This is the result of adding curb ramp reconstruction in order to meet ADA accessibility requirements and extending the project from 81st Street to 84th Street as well as four inlet top replacements. Additional sources of funds will be from the inlet top replacement project in the CIP as well as funds for 84th Street improvements.

RECOMMENDATION

Approval

BACKGROUND

The proposed construction includes removal and replacement of the existing asphaltic concrete overlay on Park View Blvd from 72nd to 84th. The work also includes removing and replacing four inlet tops and replacing curb ramps at 30 intersection corners to meet current standards of accessibility. Removal and replacement of concrete pavement below the asphalt in badly deteriorated areas is also included. This is CIP Project No. PWST-19-003 and also identified as Project M-376(226) in the 1 & 6 Year Road Program.

Preparation of plans and specifications for this project have been completed primarily in-house by the City Engineer with some drafting assistance from TD2. The Engineer's Estimate for the proposed construction work is \$700,150. The recommended schedule for bidding this work is:

Publish Notice to Contractors	January 23 and 30, 2019
Open Bids	February 8, 2019 at 10:00 am City Hall
City Council Award Contract	February 19, 2019

The Notice to Contractors will also be posted on the City's web site and at www.standardshare.com

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR PARK VIEW BLVD. RESURFACING.

WHEREAS, the Mayor and Council have determined that the resurfacing of Park View Blvd. from 72nd Street to 84th Street is necessary; and

WHEREAS, the FY 19/20 Biennial Budget provides funding for the potential public improvements; and

WHEREAS, the schedule for awarding this bid is as follows:

Public Notice to Contractors	January 23 and 30, 2019
Bids Due/Open	February 8, 2019 at 10:00 a.m.
Council Award Bid	February 19, 2019

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of La Vista Nebraska hereby authorize the advertisement for bids for Park View Blvd. Resurfacing.

PASSED AND APPROVED THIS 15TH DAY OF JANUARY 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

NOTICE TO CONTRACTORS

City of La Vista
La Vista, Nebraska

PARK VIEW BLVD RESURFACING 72ND TO 84TH

Sealed proposals will be received by Pamela Buethe, Clerk of said City, at the City of La Vista, City Hall, 8116 Parkview Boulevard, La Vista, NE 68128, until 10:00 AM on the 8th day of February, 2019, for the furnishing of all labor, materials, use of Contractor's equipment, plant and all else necessary to construct properly all of the improvements for PARK VIEW BLVD RESURFACING, 72ND TO 84TH, PROJECT NO. M376(226).

At such hour, or as soon as practicable thereafter, the City of La Vista will proceed to publicly open in the presence of all bidders and consider the bids received for the furnishing of such labor, materials, and equipment necessary for the proper construction of such improvements.

The extent of the work consists of the construction or other effectuation of the items listed below and other related preparatory and subsidiary work from issuance of the Notice to Proceed:

Item	Description	Estimated Quantities
1	Perform Cold Planing - Asphalt, Ave. 2" Thick	26,100 SY
2	Concrete Surface Milling, 2" Thick	425 SY
3	Construct Asphalt Surface Course Type SPH (PG 64-34)	3,160 TON
4	Construct Concrete Base Repair, Type L85	1,400 SY
5	Install Permanent Preformed Tape Marking - Type 4, 5" Yellow	1,690 LF
6	Install Permanent Preformed Tape Marking - Type 4, 5" White	290 LF
7	Install Permanent Preformed Marking Tape Symbol - Type-Directional Arrow, White	3 EA
8	Adjust Manhole to Grade	30 EA
9	Adjust Utility Valve to Grade	11 EA
10	Provide Temporary Traffic Control	1 LS
11	Remove & Replace Inlet	4 EA
12	Remove Sidewalk	4,300 SF
13	Repair Curb & Gutter	660 LF
14	Construct 4" Concrete Sidewalk	4,300 SF
15	Construct 6" Concrete Sidewalk	145 SF
16	Construct 6" Imprinted Concrete Surfacing	745 SF
17	Construct 6" Concrete Curb Ramp	940 SF
18	Construct Segmental Retaining Wall	30 SF
19	Construct Detectable Warning Panel	320 SF
20	Clearing & Grubbing Per Intersection Corner	30 EA
21	Remove & Relocate Fence	40 LF
22	Remove & Install New Sprinkler Head	30 EA
23	Install Sodding	600 SY

24	Install Seeding, Type B	100	SY
25	Rental of Loader, Fully Operated	10	HR
26	Rental of Skid Loader, Fully Operated	10	HR
27	Rental of Dump Truck, Fully Operated	10	HR

All work called for in the drawings and specifications shall be furnished in strict accordance with the drawings and specifications prepared by the City of La Vista, and now on file with the City Clerk.

Each bid shall be accompanied in a SEPARATE SEALED ENVELOPE by a certified check or bid bond in an amount of not less than five percent of the amount bid and such certified check or bid bond shall be payable to the Treasurer of the City of La Vista, Nebraska as security that the bidder to whom the contract may be awarded will enter into a contract to build the improvement in accordance with this Notice to Contractors and will give a contract and maintenance bond in the amount of 100% of the contract price. No bidder may withdraw his proposal for a period of sixty (60) days after the date set for the opening of bids.

The City of La Vista, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, sex, age and disability/handicap in consideration for an award.

Drawings, Specifications and Contract Documents may be examined online at www.standardshare.com. Search for the project name in the Plan Room found at www.standardshare.com. Downloadable PDF files and hardcopy prints may be procured from StandardSHARE or the offices of Standard Digital Imaging: 4424 South 108th Street, Omaha, NE 68137, 402-592-1292. All costs associated with obtaining documents are the responsibility of the bidder and are non-refundable. Project documents may also be examined at the office of the City Clerk of the City of La Vista, 8116 Park View Blvd., La Vista, NE 68128. In order to ensure bidders are aware of all issued documents pertaining to this opportunity – bids will be accepted only from those identified on the planholders list kept at the offices of Standard Digital Imaging/StandardSHARE.

The City reserves the right to waive informalities and to reject all or any bids.

CITY OF LA VISTA, NEBRASKA

Pamela Buethe, Clerk

Opinion of Probable Costs
 Park View Blvd Resurfacing-72nd to 84th
 Based on Sarpy 2016 Aerial Photos & ADA Curb Ramp Concept Sketches with field observations
 City Engineer's Estimate-Prepared January 7, 2019

Item #	Description	Estimated Quantities	Unit Price	Amount
1	Perform Cold Planing - Asphalt, Ave. 2" Thick	26,100 SY	\$3.00	\$78,300.00
2	Concrete Surface Milling, 2" Thick	425 SY	\$4.00	\$1,700.00
3	Construct Asphalt Surface Course Type SPH (PG 64-34)	3160 TON	\$90.00	\$284,400.00
4	Construct Concrete Base Repair, Type L85	1400 SY	\$95.00	\$133,000.00
5	Install Permanent Preformed Tape Marking - Type 4, 5" Yellow	1690 LF	\$5.00	\$8,450.00
6	Install Permanent Preformed Tape Marking - Type 4, 5" White	290 LF	\$5.00	\$1,450.00
7	Install Permanent Preformed Marking Tape Symbol - Type-Directional Arrow, White	3 EA	\$440.00	\$1,320.00
8	Adjust Manhole to Grade	30 EA	\$500.00	\$15,000.00
9	Adjust Utility Valve to Grade	11 EA	\$1,500.00	\$16,500.00
10	Provide Temporary Traffic Control	1 LS	\$10,000.00	\$10,000.00
11	Remove & Replace Inlet	4 EA	\$4,000.00	\$16,000.00
12	Remove Sidewalk	4300 SF	\$1.25	\$5,375.00
13	Repair Curb & Gutter	660 LF	\$35.00	\$23,100.00
14	Construct 4" Concrete Sidewalk	4300 SF	\$4.50	\$19,350.00
15	Construct 6" Concrete Sidewalk	145 SF	\$6.00	\$870.00
16	Construct 6" Imprinted Concrete Surfacing	745 SF	\$7.50	\$5,587.50
17	Construct 6" Concrete Curb Ramp	940 SF	\$15.00	\$14,100.00
18	Construct Segmental Retaining Wall	30 SF	\$25.00	\$750.00
19	Construct Detectable Warning Panel	320 SF	\$20.00	\$6,400.00
20	Clearing & Grubbing Per Intersection Corner	30 EA	\$150.00	\$4,500.00
21	Remove & Relocate Fence	40 LF	\$20.00	\$800.00
22	Remove & Install New Sprinkler Head	30 EA	\$20.00	\$600.00
23	Install Sodding	600 SY	\$9.00	\$5,400.00
24	Install Seeding, Type B	100 SY	\$1.50	\$150.00
25	Rental of Loader, Fully Operated	10 HR	\$110.00	\$1,100.00
26	Rental of Skid Loader, Fully Operated	10 HR	\$75.00	\$750.00
27	Rental of Dump Truck, Fully Operated	10 HR	\$85.00	\$850.00
Total Construction Estimate				\$655,802.50
Design Fee-Drafting Assistance from TD2				\$5,000.00
Construction Testing & Observations, 6%				\$39,348.15
Total Estimate				\$700,150.65

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
CHANGE ORDER No. 2 84 TH STREET REDEVELOPMENT AREA PUBLIC IMPROVEMENT REDEV. PROJECT 84 TH STREET ACCESS IMPROVEMENTS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared to approve a change order to the contract with Swain Construction, Inc. of Omaha, Nebraska to provide for the additional cost of a traffic signal battery backup that was required by Nebraska Department of Transportation review after bids were taken. The contract price increases from \$540,336.11 to \$547,838.11.

FISCAL IMPACT

The FY 19/20 biennial budget includes funding for this project.

RECOMMENDATION

Approval

BACKGROUND

The initial contract was awarded to Swain Construction, Inc. on May 15, 2018 in the amount of \$529,953.11. Change Order No. 1 was approved at the November 20, 2018 Council Meeting that increased the contract price to \$540,336.11. This change order provides for the material cost of adding a battery backup to the traffic signal at the 84th Street and City Centre Drive intersection. The requirement for the battery backup was determined during a plan review by the NDOT occurring after bids were taken and the battery backup was not part of the original bid requirements. These changes amount to an addition of \$7,502.00. There is no change in completion dates as part of this change order.

RESOLUTION NO. ____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING CHANGE ORDER NUMBER 2 TO THE CONTRACT WITH SWAIN CONSTRUCTION, INC., OMAHA, NEBRASKA, TO PROVIDE FOR THE ADDITION OF WORK TO THE CONTRACT IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$7,502.00.

WHEREAS, the City has determined it is necessary to make changes and additions of work to the contract; and

WHEREAS, the FY19/20 Biennial Budget provides funding for the project. The contract price increases from \$540,336.11 to \$547,838.11

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of La Vista, Nebraska, that the Mayor is authorized to execute the necessary documents for change order number 2 to the contract with Swain Construction Inc., Omaha, Nebraska, to provide for the addition of work to the contract in an additional amount not to exceed \$7,502.00.

PASSED AND APPROVED THIS 15TH DAY OF JANUARY, 2019.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

Date of Issuance: January 2, 2019 Effective Date: January 2, 2019

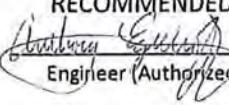
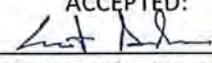
Project: La Vista City Centre 84 th Street Access Improvements	Owner: City of La Vista	Owner's Contract No.: CD-17-008
Contract: 84 th Street Access Improvements		Date of Contract: 06/05/18
Contractor: Swain Construction		Engineer's Project No.: B16-0546

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Per Change Proposal Request Modification #5 – Add to Contract for the costs associated with the added battery backup for the traffic signals.

Attachments: (List documents supporting change): See attached Change Proposal Request

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 529,953.11</u>	Original Contract Times: Substantial Completion (Phase 1, 2 & 3): <u>October 15, 2018</u> Ready for Final Payment (Phase 1, 2 & 3): <u>October 30, 2018</u>
No Change from previously approved Change Orders No. 1 to No.1: <u>\$ 10,383.00</u>	Changes from previously approved Change Orders No. 1 Substantial Completion Phase 1: <u>November 2, 2018</u> Ready for Final Payment Phase 1: <u>November 15, 2018</u> Substantial Completion Phase 2 & 3: <u>June 9, 2019</u> Ready for Final Payment Phase 2 & 3: <u>June 24, 2019</u>
Contract Price prior to this Change Order: <u>\$ 540,336.11</u>	Contract Times prior to this Change Order: Substantial Completion Phase 1: <u>November 2, 2018</u> Ready for Final Payment Phase 1: <u>November 15, 2018</u> Substantial Completion Phase 2 & 3: <u>June 9, 2019</u> Ready for Final Payment Phase 2 & 3: <u>June 24, 2019</u>
Increase Change of this Change Order: <u>\$ 7,502.00</u>	No Changes with this Change Order: Substantial Completion Phase 1: <u>No Change</u> Ready for Final Payment Phase 1: <u>No Change</u> Substantial Completion Phase 2 & 3: <u>No Change</u> Ready for Final Payment Phase 2 & 3: <u>No Change</u>
Contract Price incorporating this Change Order: <u>\$ 547,838.11</u>	Contract Times with all approved Change Orders: Substantial Completion Phase 1: <u>November 2, 2018</u> Ready for Final Payment Phase 1: <u>November 15, 2018</u> Substantial Completion Phase 2 & 3: <u>June 9, 2019</u> Ready for Final Payment Phase 2 & 3: <u>June 24, 2019</u>

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:  Engineer (Authorized Signature)	By:  Contractor (Authorized Signature)	By: _____ Owner (Authorized Signature)
Title: <u>P.E</u>	Title: <u>ENGINEER</u>	Title: _____
Date: <u>01/02/2019</u>	Date: <u>1/4/19</u>	Date: _____

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
POSITION DESCRIPTIONS: NEW AND UPDATE	RESOLUTION ORDINANCE ◆ RECEIVE/FILE	ROSE BARCAL LIBRARY DIRECTOR

SYNOPSIS

A job description for a new Librarian I – Youth Division position has been created. Additionally, the job description for the Circulation Clerk II – Teen Coordinator position has been updated.

FISCAL IMPACT

Both positions are currently included in the biennial budget.

RECOMMENDATION

Approval.

BACKGROUND

A new full time Librarian I position to oversee the Youth Services Division was approved in the FY19-FY20 biennial budget. A job description has been created for that position. The Circulation Clerk II – Teen Coordinator job description was updated in conjunction with the duties being assigned to the new full time position. This part time position is currently vacant as well.

POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: Librarian I (Youth Division)

POSITION REPORTS To: Assistant Library Director

POSITION SUPERVISES:

DESCRIPTION:

Under the direction of the Assistant Library Director, performs Youth Division library services, including programming, outreach, reference, and processing.

ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. Assists with library programs geared towards children birth through sixth grade as well as their families.
2. Coordinates, plans, prepares, and implements Youth Division programs. These include storytimes, parachute playtime, music and movement, summer reading programs, afterschool programs, and homeschool classes.
3. Advises and assists library patrons in the selection of books, periodicals, and other materials.
4. Provides community outreach and develops partnerships with neighborhood child-care centers, schools, and other youth-serving organizations to stimulate interest in library resources and assists in public relations efforts.
5. Think-Make-Create Trailer Coordinator. Responsible for all aspects of the trailer including scheduling community outreach programs, designing programs, staffing, purchase/restocking supplies, and collaborating with the Public Works Department for transportation.
6. Responsible for handling overdue items including checking shelves for items and sending out weekly overdue notices.
7. Processes and repairs library materials. This includes bar-coding, creating spine labels, covering books, guidance to other employees and volunteers, and recommending replacement for items beyond repair.
8. Manages donations with the review and process of donated materials, organize book sale tables, and send out donation letters.
9. Manages the board game collection with the maintenance, weeding, and purchasing materials.
10. Responsible for making recommendations on materials acquisitions.
11. Responsible for the library's "Little Libraries" including visiting sites on a monthly basis to add new materials and remove damaged items. Collaborating with the Public Works Department for repairs to the "Little Libraries".
12. Creation of library displays to encourage passive programs, traffic flow, and visibility of materials.
13. Participates in special projects and other department activities as requested by the Library Director.
14. Attends conferences, workshops, and meetings to stimulate interest in the use of the library and to acquire additional professional knowledge.
15. Performs children's circulation desk functions including checking materials in & out, issuing library cards, collecting overdue fees, answering the phone, transfer calls, and supervising area and patron activities.
16. Assists in keeping Library neat and orderly, including such things as pushing up books, ensuring that books are at end of shelves, shelf reading, and picking up trash.
17. Assists other staff when needed or as directed.
18. Performs other related duties as directed or as the situation dictates.

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical and environmental demands listed here are representative of those that must be met/tolerated by an employee to successfully perform the essential functions of this position:

- Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is at various times asked to stand and sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.
- The employee must occasionally lift and/or move up to 50 pounds. Specific as-corrected vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Note: Physical examination and drug screening tests will follow all conditional offers of employment.

EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE:

1. Graduation from a recognized college or university with a degree in Library Science or Elementary Education preferred.
2. Library work experience of at least 1 year required.
3. Experience working with both adults & children required.
4. Must possess Nebraska Library Certification within three years of start date.
5. Any equivalent combination of education, training and experience which demonstrates the knowledge skills and ability to perform the above described duties will be considered.

KNOWLEDGE, SKILLS AND ABILITIES

1. A passion for youth development, reading and learning are essential.
2. Must have an understanding of information learning principles and the ability to engage youth in information learning and fun activities.
3. Ability to maintain accurate statistics of new and discarded materials
4. Knowledge and understanding of standard library procedures, methods, principals and materials.
5. Knowledge of library reference & research material
6. Knowledge of reader interest levels, books, and authors.
7. Ability to be flexible and to accept, manage and adapt to change.
8. Ability to work independently and as a team.
9. Ability to conduct reference interviews to analyze requests and locate information.
10. Ability to operate a computer and keyboard and to view a computer screen to access the library catalog files.
11. Ability to view printed text on book bindings and to retrieve library materials.
12. Ability to stimulate the interest of readers in library resources.
13. Ability to work with accuracy.
14. Must be detail oriented with excellent abilities to communicate both orally and in writing.
15. Ability to read, write, spell, alphabetize, and file.
16. Ability to operate library and office equipment such as FAX, photocopiers, scanner, calculator, computer terminal/printer, laminator.
17. Ability to work a set schedule with some flexibility, including evenings and weekends as events demand.
18. Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.
19. Ability to communicate with patrons, clients, supervisors and co-workers in a manner that promotes a positive work environment and focuses on customer service.
20. Ability to maintain regular and dependable attendance on the job.

Contributions this Position Makes to the City

This position provides highly responsible assistance to the Library Director and Assistant Library Director and contributes to the success of the City by working with Library administration on strategic initiatives associated with programming for youth of all ages.

Disclaimer

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

Signature

Date

POSITION DESCRIPTION CITY OF LA VISTA

DEPARTMENT: Library
POSITION TITLE: Teen Coordinator, Circulation Clerk II
POSITION REPORTS To: Assistant Library Director
POSITION SUPERVISES:

DESCRIPTION:

Responsible for a variety of library tasks to ensure the efficient provision of services to the community, with a focus on serving as the Teen Coordinator and participating in the Library's Youth Division efforts. .

ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

Teen Coordinator Duties

- Plans, coordinates, and oversees teen services and programming including advertising.
- Keeps Community Relations Coordinator informed of teen activities and has events added to online Library and City calendar and other social networks as appropriate.
- Responsible for teen collection development including annual weeding.
- Maintains/updates the information for the Teen webpage. Works with IT Librarian to achieve.
- Networks with La Vista's elementary, middle, and high schools.
- Performs outreach services to partners of the La Vista Library, i.e. senior citizen facilities, day care providers, etc.
- Performs organization of Teen materials on an annual basis or more frequently if the situation dictates.
- Moderator of the Teen Advisory Board (TAB).
- Monitors and maintains bulletin board displays ensuring all posted materials are kept current.
- Performs Reader's Advisory, specializing in recommending titles for Teens.
- Responsible for coordinating and overseeing the Teen Summer Reading program including coordinating prizes and involvement incentives with local area businesses.
- Responsible for Teen area displays.
- Responsible for the creation, planning and implementation of Teen Homeschool services.

Youth Division

- Active participant in the Youth Division of the Library including attending meetings, sharing Teen programming, brainstorming, and assisting and utilizing other staff members with programming and idea development.

General Library Duties

- Provide excellent customer service to patrons and fellow employees.
- Works at the front desk as needed, performs customer service duties by answering the telephone, circulating materials, issuing library cards, collecting fines, answering inquiries on books and available resources, and ensures the confidentiality of all patron records.
- Stocks printers, copiers, and fax machine with paper as appropriate.
- Responds to patron emails in a timely manner or directs to the appropriate person.
- Assists with library displays (planning and implementing); designs and displays Teen signage to direct and inform patrons.
- Works on inventory reports, monthly statistical reports, etc. as requested.
- Maintains confidential information including papers and invoices, and shreds documents as appropriate.
- Maintain patron privacy as dictated by law.
- Shelves and shelf reads Teen library materials according to proper procedures as needed.
- Maintains clean and tidy Library environment, especially the Teen section.
- Establishes and maintains positive relations with the general public, other employees, community groups, local businesses and other area libraries.
- Performs other duties as directed or as the situation dictates.

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- Seeing and hearing: read documents, computer screen, answer phones, communicate in person.
- Standing and walking.
- Sitting
- Climbing, stooping, squatting and kneeling.
- Dexterity: handling books, utilizing phone, typing, and writing.
- Lift in excess of 10 pounds

EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE

1. Must possess a high school diploma or GED certificate, undergraduate degree preferred.
2. Must obtain provisional certification from the Nebraska Library Commission within timeframe established by the Library's accreditation requirements.
3. Must be willing to obtain further education, training, and certifications as deemed appropriate and within a timeframe established by the Library's accreditation requirements.

KNOWLEDGE, SKILLS AND ABILITIES

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to:

- Learn and apply the principles and techniques associated with professional library work, modern library systems and programs.
- Learn to utilize computers and software applications as they pertain to various library automation systems and creative displays.
- Communicate appropriately with patrons and staff members.
- Understand and implement policies in a fair and consistent manner.
- Plan and organize a personal work schedule, set priorities and meet deadlines.
- Perform job duties efficiently while managing frequent interruptions.
- Maintain calm and professional demeanor during hectic or tense situations.
- Learn and operate standard office and sound equipment, i.e. DVD, CD, copier, fax, etc.
- Learn to use specialized equipment, including laminator, and laptop with projector.
- Make change and count accurately.
- Type accurately using a word processor and personal computer.
- Understand and follow both oral and written instructions and to communicate effectively, verbally and in writing, in English, with people of all ages.
- Establish and maintain effective working relationships with the public, community groups, local businesses, other employees and municipal officials.

Note: Physical examination and drug screening tests will follow all conditional offers of employment.

Disclaimer:

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

(Signature)

(Date)

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JANUARY 15, 2019 AGENDA

Subject:	Type:	Submitted By:
POSITION DESCRIPTIONS: NEW AND UPDATE	RESOLUTION ORDINANCE ◆ RECEIVE/FILE	RITA RAMIREZ ASSISTANT CITY ADMINISTRATOR DIRECTOR COMMUNITY SERVICES

SYNOPSIS

A job description for a new Assistant Planner position has been created. Additionally, the job description for the existing Planner position has been updated and retitled Senior Planner.

FISCAL IMPACT

Both positions are currently included in the biennial budget.

RECOMMENDATION

Approval.

BACKGROUND

A new full time Assistant Planner position was approved in the FY19-FY20 biennial budget and funded for hire after January 1, 2019. The Community Development Department currently has a part time intern position to help with research and task work associated with the planning function. With the large number of ongoing development projects, the need for a full time position to assist with planning functions is necessary. (Note: The Assistant Planner position will replace the Intern position.) A new job description has been created for that position at a pay range of 160.

The existing Planner job description has been updated and retitled Senior Planner. Many of the duties currently being performed by the Planner are typically more reflective of what a Senior Planner or Planner III position might include. With the addition of an Assistant Planner, the Senior Planner will be able to focus attention on the more complex projects and take on oversight duties for other planning work performed by the Assistant.

It is also proposed that the pay range for the Senior Planner position be reclassified to a 180 from 175. The results of the 2016 Compensation Study were reviewed with regard to both planning positions. Based on that study the 160 and 180 ranges are comparable to the market for these planning positions.

POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: Assistant Planner

POSITION REPORTS To: Senior Planner

POSITION SUPERVISES: N/A

DESCRIPTION:

Under the administrative direction of the Senior Planner, performs a wide variety of professional planning and zoning-related tasks.

ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. Provides information on land use applications, ordinances, codes, design guidelines, plans and related regulatory information to architects, engineers, developers, contractors, owners and interested persons.
2. Assists in the review of development and related land use permit applications and site plans; examines applications for compliance with established plans and ordinances, and applicable local, state and federal regulations; prepares reports and related data as required.
3. Organizes and attends meetings of the Planning Commission and Board of Adjustment. Attends meetings of the City Council as required or directed.
4. Assists in the processing of applications to the Planning Commission and Board of Adjustment.
5. Administers and interprets the zoning ordinance; writes staff reports on rezoning and conditional use permit requests and proposals; conducts site reviews and evaluations of proposed projects; meets with developers; conducts research on zoning ordinance changes.
6. Administers sign code regulations; meets with business owners and sign company officials; reviews decisions with the building official for compliance; prepares variance and appeal cases to the Planning Commission.
7. Assists in the administration of the subdivision regulations; meets with developers to review requirements of subdivision regulations, reviews plats for conformance with regulations; organizes and conducts subdivision review meetings.
8. Assists in the preparation of amendments to the city's comprehensive plan, zoning ordinance and subdivision regulations, using recognized principles and practices of urban planning.
9. Assists in the review of commercial projects to ensure conformity with the principles of good planning and land use practices and for compliance with the city's development requirements.
10. As directed, conducts special studies periodically; coordinates study efforts with outside consultants; provides data, research and special reports upon request from other city departments, researches demographic and economic conditions, land use and housing.
11. Coordinates plan and document review by various City departments and external agencies.
12. Prepares written staff reports for Planning Commission and Board of Adjustment.
13. Makes presentations to Planning Commission, Board of Adjustment and City Council as directed.
14. Performs other duties and responsibilities as directed or as the situation dictates.

Note: Physical examination and drug screening tests will follow all conditional offers of employment

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands and work environment characteristics listed below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed indoors and outdoors and requires routine walking, standing, kneeling, bending, crouching, reaching, stooping and climbing. Duties require the ability to tolerate an indoor and outdoor work environment which includes contact with dirt, dust, noise and inclement weather conditions.

An incumbent must have the ability to lift various office supplies and related equipment weighing 25 pounds. Incumbent must have the ability to operate a motor vehicle and maneuver bodily over rough terrain. Work may occasionally be required in times of darkness. Vision abilities include close vision, distance vision, depth perception, and the ability to adjust focus. Hearing abilities must be correctable to level adequate to perform essential functions. The noise and odor levels may be moderate to intense depending on activity performed.

EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE

1. Graduation from an accredited four-year college or university with major course study in city planning, urban land use planning, public administration or closely related field.
2. Certification by the American Institute of Certified Planners (ACIP) is desirable.
3. Must possess valid drivers license.
4. The City may accept any equivalent combination of education and experience.

KNOWLEDGE, SKILLS AND ABILITIES

1. Considerable knowledge of urban planning principles and practices as they pertain to zoning and other regulations, development proposals, and comprehensive planning.
2. Knowledge of zoning laws and comprehensive plans, including their formation, process of adoption and enforcement.
3. Ability to read and interpret plans and applicable development regulations and ordinances.
4. Knowledge of Federal, State and Local regulations.
5. Knowledge of research methods and data evaluation.
6. Ability to utilize computers and various software applications (including knowledge of or experience with ArcView) in the performance of job duties.
7. Ability to review and make recommendations related to the city's development regulations.
8. Ability to enforce regulations with firmness, tact and impartiality.
9. Ability to utilize independent judgment in the performance of duties.
10. Ability to accurately perform mathematical calculations in the performance of job duties.
11. Ability to apply departmental policies and procedures in the performance of job duties.
12. Ability to accurately prepare and maintain various records, reports, correspondence and other departmental documents.
13. Ability to work independently and effectively, as part of a team and with the public.
14. Ability to relate to the general public in a courteous and tactful manner.
15. Ability to perform job duties efficiently while managing frequent interruptions.
16. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
17. Ability to operate common office equipment and telephones.
18. Ability to communicate effectively both orally and in writing.
19. Ability to protect confidential information.
20. Ability to work a varying schedule, including evenings and weekends.
21. Ability to establish and maintain effective working relations with city officials, fellow employees, members of the public and patrons.
22. Ability to maintain regular and dependable attendance on the job.

Contributions this Position Makes to the City

This position provides highly responsible assistance to the Senior Planner and contributes to the success of the City by assisting with strategic initiatives dealing with community development, planning and design, zoning and land use.

Disclaimer

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

Signature

Date

POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: **SENIOR** Planner
POSITION REPORTS To: Community Development Director
POSITION SUPERVISES: **ASSISTANT PLANNER**

DESCRIPTION:

Under the administrative direction of the Community Development Director, performs a wide variety of professional planning and zoning-related tasks.

ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. Assists in the development and implementation of goals, objectives, policies and priorities for the Division to assure the efficient and effective operation of the Planning Division.
2. Performs advanced professional work related to a variety of planning assignments.
3. Manages complex planning studies, development applications and reviews consultant proposals.
4. Reviews complex comprehensive plan amendments, regulation amendments, rezonings, annexations, site plans, plats
5. Attends meetings with and works with regional organizations in program areas including transportation, natural/water resources planning, community development, hazard mitigation, and others.
6. Conducts advanced research and prepares statistical reports on land use, physical, social & economic issues.
7. Provides information on land use applications, ordinances, codes, design guidelines, plans and related regulatory information to architects, engineers, developers, contractors, owners and interested persons.
8. Reviews development and related land use permit applications and site plans; examines applications for compliance with established plans and ordinances, and applicable local, state and federal regulations; prepares reports and related data as required.
9. Reviews redevelopment applications and prepares revitalization plans and amendments.
10. Organizes Coordinates the preparation of meeting materials and attends meetings of the Planning Commission and Board of Adjustment. Attends meetings of the City Council and the La Vista Community Development Agency as required or directed.
11. Coordinates the application review process for the Planning Commission and Board of Adjustment and serves as technical advisor to same.
12. Administers and interprets Oversees the administration and interpretation of the zoning ordinance; writes staff reports on rezoning and special conditional use permit requests and proposals; conducts site reviews and evaluations of proposed projects; meets with developers; conducts research on zoning ordinance changes.
13. Administers Oversees the administration and interpretation of sign code regulations; meets with business owners and sign company officials; reviews decisions with the building official for compliance; prepares variance and appeal cases to the Planning Commission.
14. Oversees the administration and interpretation of Administers subdivision regulations; meets with developers to review requirements of subdivision regulations, reviews plats for conformance with regulations; organizes and conducts subdivision review meetings.
15. Administers design guideline regulations; meets with developers to review requirements of design guideline regulations, reviews building and landscaping design plans for conformance with design guidelines; organizes and conducts design guideline review meetings.
16. Responsible for the preparation of amendments to the city's comprehensive plan, zoning ordinance and subdivision regulations, using recognized principles and practices of urban planning.
17. Reviews commercial projects to ensure conformity with the principles of good planning and land use practices and for compliance with the city's development requirements and design guidelines.

11.15. As directed, conducts special studies periodically; coordinates study efforts with outside consultants; provides data, research and special reports upon request from other city departments, researches demographic and economic conditions, land use and housing.

16. Manages complex planning studies, development applications and reviews consultant proposals.

17. Provides work direction to less experienced planning staff.

12.18. Coordinates Oversees plan and document review by various City departments and external agencies.

13.19. Prepares Oversees the preparation of written staff reports for Planning Commission and Board of Adjustment.

20. Makes presentations to Planning Commission, Board of Adjustment, and City Council, and the La Vista Community Development Agency as directed.

14.21. Meets with representatives, professionals, citizens and organizations to encourage action or resolve problems related to the Division's activities and projects; and effectively provides training and direction consistent with the City's commitment to exceptional customer service.

15.22. Performs other duties and responsibilities as directed or as the situation dictates.

Note: Physical examination and drug screening tests will follow all conditional offers of employment

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands and work environment characteristics listed below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed indoors and outdoors and requires routine walking, standing, kneeling, bending, crouching, reaching, stooping and climbing. Duties require the ability to tolerate an indoor and outdoor work environment which includes contact with dirt, dust, noise and inclement weather conditions.

An incumbent must have the ability to lift various office supplies and related equipment weighing 25 pounds. Incumbent must have the ability to operate a motor vehicle and maneuver bodily over rough terrain. Work may occasionally be required in times of darkness. Vision abilities include close vision, distance vision, depth perception, and the ability to adjust focus. Hearing abilities must be correctable to level adequate to perform essential functions. The noise and odor levels may be moderate to intense depending on activity performed.

EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE

1. Graduation from an accredited college or university with a Bachelor's degree in planning, urban design, geography, architecture, public administration, or a related field. A Master's degree in planning is preferred.
2. A minimum of four/six (46) years of progressively responsible public planning experience.
3. T-and at least two (2) years of supervisory or management experience preferred.
1. Graduation from an accredited four-year college or university with major course study in city planning, urban land use planning, or closely related field.
2. Two years professional planning experience, preferably in a municipal environment, with a demonstrated ability to manage projects.
- 3.4. Certification by the American Institute of Certified Planners (ACIP) is desirable/preferred.
Master's Degree and experience working in a rapid growth environment is desirable.
- 4.5. Must possess valid driver's license.
- 5.6. The City may accept any equivalent combination of education and experience.

KNOWLEDGE, SKILLS AND ABILITIES

1. Considerable knowledge of urban planning principles and practices as they pertain to zoning and other regulations, development proposals, and comprehensive planning.

2. Knowledge of zoning laws and comprehensive plans, including their formation, process of adoption and enforcement.
3. Ability to read and interpret plans and applicable development regulations and ordinances.
4. Knowledge of Federal, State and Local regulations.
5. Knowledge of research methods and data evaluation.
6. Ability to utilize computers and various software applications (including knowledge of or experience with ArcView) in the performance of job duties.
- 6.7. Considerable experience with ArcView and the knowledge of the principles of Geographic Information Systems (GIS)
- 7.8. Ability to review and make recommendations related to the city's development regulations.
- 8.9. Ability to enforce regulations with firmness, tact and impartiality.
- 9.10. Ability to utilize independent judgment in the performance of duties.
- 10.11. Ability to accurately perform mathematical calculations in the performance of job duties.
- 11.12. Ability to apply departmental policies and procedures in the performance of job duties.
- 12.13. Ability to accurately prepare and maintain various records, reports, correspondence and other departmental documents.
- 13.14. Ability to work independently and effectively, as part of a team and with the public.
- 14.15. Ability to relate to the general public in a courteous and tactful manner.
- 15.16. Ability to perform job duties efficiently while managing frequent interruptions.
- 16.17. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
- 17.18. Ability to operate common office equipment and telephones.
- 18.19. Ability to communicate effectively both orally and in writing.
- 19.20. Ability to protect confidential information.
- 20.21. Ability to work a varying schedule, including evenings and weekends.
- 21.22. Ability to establish and maintain effective working relations with city officials, fellow employees, members of the public and patrons.
22. Ability to maintain regular and dependable attendance on the job.

Contributions this Position Makes to the City

This position provides highly responsible assistance to the Community Development Director and contributes to the success of the City by working closely with the Community Development Team on complex and strategic initiatives dealing with planning, zoning, design, land use and other department operations.

Disclaimer

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I have read and understand the requirements of this position description.

Signature

Date

I have read and understand the requirements of this position description.

(Signature)

(Date)

POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: SENIOR Planner
POSITION REPORTS To: Community Development Director
POSITION SUPERVISES: ASSISTANT PLANNER

DESCRIPTION:

Under the administrative direction of the Community Development Director, performs a wide variety of professional planning and zoning-related tasks.

ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. Assists in the development and implementation of goals, objectives, policies and priorities for the Division to assure the efficient and effective operation of the Planning Division.
2. Performs advanced professional work related to a variety of planning assignments.
3. Manages complex planning studies, development applications and reviews consultant proposals.
4. Reviews complex comprehensive plan amendments, regulation amendments, rezonings, annexations, site plans, plats
5. Attends meetings with and works with regional organizations in program areas including transportation, natural/water resources planning, community development, hazard mitigation, and others.
6. Conducts advanced research and prepares statistical reports on land use, physical, social & economic issues.
7. Reviews redevelopment applications and prepares revitalization plans and amendments.
8. Coordinates the preparation of meeting materials and attends meetings of the Planning Commission and Board of Adjustment. Attends meetings of the City Council and the La Vista Community Development Agency as required or directed.
9. Coordinates the application review process for the Planning Commission and Board of Adjustment and serves as technical advisor to same.
10. Oversees the administration and interpretation of the zoning ordinance; writes staff reports on rezoning and conditional use permit requests and proposals; conducts site reviews and evaluations of proposed projects; meets with developers; conducts research on zoning ordinance changes.
11. Oversees the administration and interpretation of sign code regulations; meets with business owners and sign company officials; reviews decisions with the building official for compliance; prepares variance and appeal cases to the Planning Commission.
12. Oversees the administration and interpretation of subdivision regulations; meets with developers to review requirements of subdivision regulations, reviews plats for conformance with regulations; organizes and conducts subdivision review meetings.
13. Administers design guideline regulations; meets with developers to review requirements of design guideline regulations, reviews building and landscaping design plans for conformance with design guidelines; organizes and conducts design guideline review meetings.
14. Reviews commercial projects to ensure conformity with the principles of good planning and land use practices and for compliance with the city's development requirements and design guidelines.
15. As directed, conducts special studies periodically; coordinates study efforts with outside consultants; provides data, research and special reports upon request from other city departments, researches demographic and economic conditions, land use and housing.
16. Manages complex planning studies, development applications and reviews consultant proposals.
17. Provides work direction to less experienced planning staff.
18. Oversees plan and document review by various City departments and external agencies.
19. Oversees the preparation of staff reports for Planning Commission and Board of Adjustment.

20. Makes presentations to Planning Commission, Board of Adjustment, City Council, and the La Vista Community Development Agency as directed.
21. Meets with representatives, professionals, citizens and organizations to encourage action or resolve problems related to the Division's activities and projects; and effectively provides training and direction consistent with the City's commitment to exceptional customer service.
22. Performs other duties and responsibilities as directed or as the situation dictates.

Note: Physical examination and drug screening tests will follow all conditional offers of employment

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands and work environment characteristics listed below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed indoors and outdoors and requires routine walking, standing, kneeling, bending, crouching, reaching, stooping and climbing. Duties require the ability to tolerate an indoor and outdoor work environment which includes contact with dirt, dust, noise and inclement weather conditions.

An incumbent must have the ability to lift various office supplies and related equipment weighing 25 pounds. Incumbent must have the ability to operate a motor vehicle and maneuver bodily over rough terrain. Work may occasionally be required in times of darkness. Vision abilities include close vision, distance vision, depth perception, and the ability to adjust focus. Hearing abilities must be correctable to level adequate to perform essential functions. The noise and odor levels may be moderate to intense depending on activity performed.

EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE

1. Graduation from an accredited college or university with a Bachelor's degree in planning, urban design, geography, architecture, public administration, or a related field. A Master's degree in planning is preferred.
2. A minimum of four(4) years of progressively responsible public planning experience.
3. Two (2) years of supervisory or management experience preferred.
4. Certification by the American Institute of Certified Planners (ACIP) is preferred.
5. Must possess valid driver's license.
6. The City may accept any equivalent combination of education and experience.

KNOWLEDGE, SKILLS AND ABILITIES

1. Considerable knowledge of urban planning principles and practices as they pertain to zoning and other regulations, development proposals, and comprehensive planning.
2. Knowledge of zoning laws and comprehensive plans, including their formation, process of adoption and enforcement.
3. Ability to read and interpret plans and applicable development regulations and ordinances.
4. Knowledge of Federal, State and Local regulations.
5. Knowledge of research methods and data evaluation.
6. Ability to utilize computers and various software applications in the performance of job duties.
7. Considerable experience with ArcView and the knowledge of the principles of Geographic Information Systems (GIS)
8. Ability to review and make recommendations related to the city's development regulations.
9. Ability to enforce regulations with firmness, tact and impartiality.
10. Ability to utilize independent judgment in the performance of duties.
11. Ability to accurately perform mathematical calculations in the performance of job duties.
12. Ability to apply departmental policies and procedures in the performance of job duties.

13. Ability to accurately prepare and maintain various records, reports, correspondence and other departmental documents.
14. Ability to work independently and effectively, as part of a team and with the public.
15. Ability to relate to the general public in a courteous and tactful manner.
16. Ability to perform job duties efficiently while managing frequent interruptions.
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