

Kiowa County Commissioners Meeting
Courthouse Lower Level Conference Room

March 15, 2010

Present: Don Richards, Ron Freeman, Gene West, Carmen Renfrow, Dawn Hayes, Jan West, Terry Mayhew

9:00 Ron opened the meeting.

Ron wanted three items added to the agenda, a Red Cross letter, a letter from the Seniors, and a notice of a KCCA conference. It was decided to address these at 10:15 am.

Don moved to approve the amended agenda, Gene seconded, motion carried.

Gene moved and Don seconded to approve the minutes of 3/1, 3/5, 1/19 as corrected, motion carried. The minutes of 2/1 have been approved previously.

Don moved and Gene seconded to approve & sign grant forms for the Health Dept.

The Commissioners agreed to schedule the budget workshop meeting for July 7th of this year.

Don wanted to mention in the paper for people to complete their census forms so government agencies can get the correct funds. It was discussed that there have been several notices and advertisements to this affect.

Gunnar Stauth, Road & Bridge Supervisor came with the following:

Jerry McClain, one of his employees, is out for surgery so the area where he works on county roads will be left until he returns.

The motor grader is back from repairs.

The government requires each county to have a plan by 2015 for warning and stop signs. They have to be reflective. He is working with Ray Stegman on this project.

Dean Anthony, a property owner is asking for the county road department to clear and build up a minimum maintenance road so an oil company can gain access to his property. The road is not on his property, but belongs to Don Unruh and Earl Eikers. Gunnar will research further as to what Mr. Unruh and Mr. Eikers has to say.

Gene mentioned finding a large hole at the bottom of a bar ditch near his home. It was obvious that a large truck/equipment had slid down on the mud and was dragged out. He asked Gunnar who was responsible for repairs. Ray Stegman offered that if it is considered an accident, the insurance company covers it; otherwise, the county is responsible.

Ray Stegman was next on the agenda. He asked for an executive session for five minutes for non-elected personnel. Gene so moved, Don seconded, motion carried. After five minutes the regular meeting resumed with no action taken.

Gene moved and Don seconded to give Laura Gwinn, in the janitorial department, a \$0.30 per hour raise, motion carried.

Ray is still negotiating with B.C. & S. Building Control Services to contract with them to service the Geo- Thermal systems in the County buildings. Without the Commons the annual cost will be \$5,548. After the Kiowa County Commons is built, it will be added onto the contract.

Court Services sound system in the Court Room was in need of repair. They contacted an outside vendor to make repairs. Since then Ray has notified everyone to go through him for repairs due to warranty issues. The cost of repairs was approximately \$800.00. A discussion followed as to who should pay the costs; the Commissioners decided the Court Services should pay for it.

There needs to be a culvert put in to divert standing water from the fairgrounds parking area; the City is agreeable to having it done.

The Fair Board has about \$10,000 for kitchen equipment in the Community Center.

The lighting and grading still has to be done. Matt brought excel spread sheets to show the funding and expenses for these projects. Gene moved and Ron seconded to use \$100,000 from the building fund to finish these projects, motion carried.

Kendal Lothman came in and added to the discussion on the fairgrounds. He's been informed that the County will have to apply for a permit to divert drainage from the Fairgrounds and Community Center. They are still waiting for the Union to finish their volunteer jobs so the rest can be completed. He is hopeful the Community Center will be done by the end of March.

Kendal Lothman, Sheriff came to update the following; MVP, now called GLMV Architecture, is working on getting the fire alarm system in the Sheriff's dept. to pass inspection of the State Fire Marshal. The only problem is the plans were not stamped and signed; that has been done now and he should be able to bring in prisoners by April 1st.

He has purchased the two patrol cars from Highway Patrol.

There are a few items left to get done in the Sheriff's building.

The Tax Sale on March 8th sold eight pieces of property for approximately \$15,000. Three lots did not sell; there will be another Tax Sale in mid April. Discussion on future Tax Sales followed.

Ray Stegman let the Commissioners know that Heft & Sons will finish and correct the drive way access on the North side of the Courthouse.

Matt Christenson came to update the Commission on the construction process of the Road & Bridge, Phase II storage buildings. After a conference call with FEMA we will be getting the funding we thought we would need. Matt presented excel spread sheets with the bid information and GLMV recommends awarding the contract to Weins and Company. Gene so moved, Don seconded, motion carried.

The bids for the Kiowa County Commons came in lower than expected. GLMV recommends awarding the job to Compton Construction. Gene moved to award the job to Compton subject to USDA's approval, Don seconded, motion carried.

The Fire Station should be done by the end of April. There are actually USDA funds left to do some concrete finish work that was originally not considered due to funding.

Matt reported the Media Center received the donation from Rotary, bringing their donations total to \$85,000 for the Media Trailer

Compton Construction has asked that the Commission assign someone to sign off on legal documents during the process of building the Commons. Gene moved to approve Matt Christenson for that position, Don seconded, motion carried. Gene will attend the progress meetings for the Commons.

Jackie Sherer and John Wickland came to the meeting to update the Commission on recent activities. Jackie announced that John had been hired as an interim executive director of the Senior Citizens Board, and then she turned their part over to John. He presented an agenda of items he wanted to discuss in this meeting. (see attached).

He discussed some temporary decisions to put a hold on the new building for now. He wants to re word the design to bring down the cost.

John is working with Chuck Miller to prepare applications for tax credit programs. The outcome of these applications won't be available until July 1st.


They discussed what the Commission wants from the Senior Citizens Organization. It was suggested to present a true budget for 2010, what services are expected to be provided.

The latest resolution regarding terminating the tax levy for Seniors will publish finally on March 17th. The termination takes effect 60 days after that date. The Seniors will be able to collect the taxes for January through part of April before the termination takes place.

They discussed several options for temporary sites for the Seniors.

Don moved to adjourn at 12:00 noon, Gene seconded, motion carried.

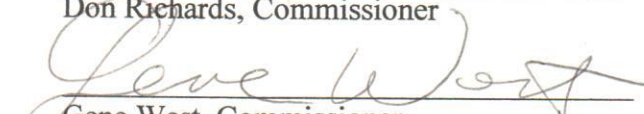
Kiowa County Commission:



Ron Freeman, Chairman



Don Richards, Commissioner

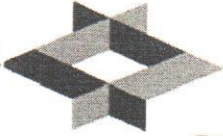


Gene West, Commissioner

Attest:



Carmen Renfrow, County Clerk



GLMV Architecture

March 11, 2010

Mr. Matt Christenson
Logistics Officer
KIOWA COUNTY EMERGENCY MANAGEMENT
205 S. Oak
Greensburg, KS 67054

Via Electronic Mail

**Re: Kiowa County Commons
Greensburg, KS
GLMV Project #107052**

Dear Matt:

Based on the acceptance of the Base Bid and Alternates 1, 2, 3, 4, 5 and 6, we recommend awarding the construction contract for the Kiowa Commons to the apparent low bidder, Compton Construction.

Computation of the Contract Sum will be as follows:

Base Bid:	\$ 4,460,000.00
Alt. No. 1:	\$ 23,800.00
Alt. No. 2:	\$ 11,600.00
Alt. No. 3:	\$ 142,000.00
Alt. No. 4:	\$ 6,000.00
Alt. No. 5:	\$ 16,300.00
Alt. No. 6:	<u>\$ 23,300.00</u>

Total Contract Sum: \$ 4,683,000.00

The Date of Substantial Completion, based on acceptance of Alt.5, will be May 1, 2011.

For the record, the next lowest bidder was Conco Construction, with a Bid of \$4,690,000 for the Base Bid and all Alternates.

Sincerely,

GLMV ARCHITECTURE, INC.

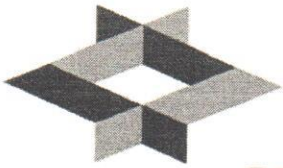
By:

Mark D. McCluggage, AIA

President

MDM/rt

xc: File 107052/4.1



GLMVArchitecture

March 12, 2010

Via: Email

Mr. Matt Christenson
Logistics Officer
KIOWA COUNTY EMERGENCY MANAGEMENT
205 S. Oak
Greensburg, KS 67054

**Re: Kiowa County Maintenance Facility
Equipment Storage Buildings
Greensburg, Kansas
GLMV Project #107047.03**

Dear Mr. Christenson:

GLMV Architecture has reviewed the Bid Tabulation Form for the Kiowa County Maintenance Facility Equipment Storage Buildings.

In addition to the Base Bid Project, it is our understanding that Kiowa County has sufficient funds to award Alternate Number 1 as well as the twenty-three (23) bollards identified on the drawings (via Unit Prices).

Wiens & Company is the apparent low bidder based upon the cumulative amount of this Work. A Bid Tabulation Form has been attached showing the final contract number for each General Contractor.

With this being said, GLMV recommends that Wiens & Company be awarded the Contract for the above reference project.

Should you have any questions, please do not hesitate to contact me.

GLMV ARCHITECTURE, INC.

By:

E. Blaine Kohpay
Construction Administrator

EBK/alc

Enclosure(s)

107047.03/3.4/EBK/JWW

420 S. Emporia Street Wichita, KS 67202 T 316-265-9367 F 316-265-5646
125 S. Washington Street Wichita, KS 67202 T 316-262-0451 F 316-262-5465

www.glmv.com

Formed by the merger of Gossen Livingston Associates and McCluggage Van Sickle & Perry

Building Fund Status 2009.09.21

Building Fund Status	
Starting Balance	\$ 920,080.00
Tranfer from 2009 General	\$ 500,000.00
Fire Station	\$ 69,803.00
R&B Phase 1 Overrun	\$ 66,665.62
Courthouse Overrun	\$ 15,000.00
Jail Overrrun	\$ 50,000.00
Fairgrounds Overrun	\$ 100,000.00
R&B Phase 2	\$ 67,002.00
Fairgrounds - Law Company	\$ 70,000.00
Commons	\$ 750,000.00
Balance at Conclusion of Projects	\$ 231,609.38

R&B Phase 2 Expenses		
Item	Source	Amount
1	Vehicle Storage Initial Engineering - K&M	\$ 6,518
2	Vehicle Storage A&E Fees - MVP	\$ 39,803
3	Vehicle Storage Temporary Building	\$ 36,345
6	Recycle Storage Initial Engineering - K&M	\$ 6,518
7	Recycle Storage A&E Fees - MVP	\$ 6,307
4	Vehicle Storage Construction Cost - Base 260' building	\$ 218,250
5	Vehicle Storage Construction Cost - Additonal 140'	\$ 55,300
8	Recycle Storage Construction Cost	\$ 48,000
9	Contingency Allowance	\$ 14,037
10	Legal Fees / Bond Review	\$ 3,500
	Total Expenses	\$ 434,579

R&B Phase 2 Funding		
Item	Source	Amount
1	Insurance on Permanent Vehicle Storage Building	\$ 95,859
2	Insurance on Temporary Vehicle Storage Building	\$ 36,345
3	Insurance on Permanent Recycle Storage Building	\$ 16,324
4	FEMA PW 11 (Federal)	\$ 37,095
5	FEMA PW 11 (State)	\$ 4,946
6	FEMA PW 26 (Federal)	\$ 10,595
7	FEMA PW 26 (State)	\$ 1,413
8	County Building Fund	\$ 67,002
9	Transfer from R&B 2009 Budget	\$ 65,000
10	USDA Loan	\$ 100,000
	Total Funding	\$ 434,579



GLMVArchitecture

**BID TABULATION FORM
 KIOWA COUNTY MAINTENANCE FACILITY
 EQUIPMENT STORAGE BUILDINGS
 GREENSBURG, KS 67054
 FEBRUARY 23, 2010**

BIDDER NAME	ADDENDA	COMPLETION TIME BASE BID	COMPLETION TIME W/ALTERNATES	TOTAL BASE BID W/ ALTERNATES	AL.T. NO. 1		UNIT PRICE NO. 1		TOTAL BID (Base Bid + Alternate #1 + Bollards)
					Additional seven (7) Bays (Vehicle Storage Building "D")	Bollards as indicated on drawings	Total Bollard Price		
COMPTON CONSTRUCTION	1-4	85	100	\$ 263,500.00	\$ 60,300.00	23	\$ 360.00	\$8,280	\$ 332,080.00
HEARTSTONE, INC.	1-4	150	180	\$ 261,500.00	\$ 51,200.00	23	\$ 560.00	\$12,880	\$ 325,580.00
CSBI	1-4	120	180	\$ 267,790.00	\$ 63,980.00	23	\$ 450.00	\$10,350	\$ 342,120.00
WIENS & COMPANY	1-4	120	120	\$ 260,500.00	\$ 55,300.00	23	\$ 250.00	\$5,750	\$ 321,550.00

Funding/Expense Summary	
Total Revenue	\$ 937,416.94
Total Expenses	\$ 805,660.00
Oustanding to The Law Company	\$ 17,340.00
Remaining	\$ 114,416.94

Revenue Detail	
Insurance	\$ 611,118.38
County Building Fund	\$ 170,000.00
Donations	\$ 120,746.58
Media Center	\$ 30,402.00
FEMA/KDEM	\$ 5,149.98
Total	\$ 937,416.94

Expense Detail	
Show Barn	\$ 434,011.41
Community Center	\$ 371,428.65
4H Storage	\$ 219.94
Total	\$ 805,660.00

3 Building Controls and Services

3.1 Signature Page and Investment By and Between:

Building Controls and Services	Kiowa County Courthouse
Street Address	205 S. Oak
City, State Zip	Greensburg, KS 67054
Randy Heidrich	Ray Stegman
(316) 267-5814	(620) 255-9874

Services shall be provided at the Kiowa County Courthouse, Kiowa County Road and Bridge Building, and the Kiowa County Sherriff's Office. Building Controls and Services shall provide the services as outlined in the attached proposal dated 03/01/2010 and the attached terms and conditions.

Duration: This agreement shall remain in effect for an Initial Term of 3 Years beginning 3/1/2010 and from year to year thereafter.

Investments:

Year 1	03/01/2010 to 2/28/2011	\$5,548 annually	paid \$5,548 annually
Year 2	03/01/2011 to 2/29/2012	\$5,851 annually	paid \$5,851 annually
Year 3	03/01/2012 to 2/28/2013	\$6,143 annually	paid \$6,143 annually

Applicable sales taxes are not included in the price of this proposal. Prices quoted in this proposal are firm for 30 days.

Proposal accepted by:
Ray Stegman
IT Coordinator
Kiowa County Courthouse

Proposal submitted by:
Randy Heidrich
Service Account Engineer
Building Controls and Services

Signature

Date

Signature

Date

3-1-10

P.O.# _____

Customer purchase order included as an attachment to this agreement and will be referenced on invoices.

Or

Customer purchase order not required. Invoices will be approved and processed with signature of authorized customer representative.

The Customer acknowledges that when approved by the Customer and accepted by BCS: (i) the Proposal and the Contract Terms and Conditions, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter (collectively, hereinafter referred to as the "Agreement") and (ii) in the event of any conflict between the terms and conditions of the Proposal and the terms and conditions of The Contract Terms and Conditions, the Contract Terms and Conditions shall control.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT BCS OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE CUSTOMER.



Kiowa County Courthouse

Building Automation System, Fire, HVAC Equipment TSP
Open Book Pricing

January 26, 2010

Material	QTY		Total
Repair and Replacement Parts			
Building Automation System Critical Components			\$1,786
Insight Software Upgrade			
Service Material (HVAC & Fire System)			\$494
Freight			\$71
Total Material			\$2,351

Labor	QTY		Unit Price	Amount
<i>Automation System</i>				
Training	20	Hours	\$90	\$1,800
PM, Database Backup	12	Hours	\$90	\$1,080
Emergency Repairs	8	Hours	\$90	\$720
<i>HVAC System</i>				
Preventive Maintenance	27	Hours	\$74	\$1,998
<i>Fire & Life Safety</i>				
Annual Test & Inspection	6	Hours	\$82	\$492
Total Labor				\$6,090

Travel Costs	QTY		Rate	Amount
Travel Costs (mileage, time, per diem)	1		\$915	\$915
Total Travel				\$915

TSP Total	
Material, Labor, Travel, Training	\$9,356

Work Breakdown	
Building Automation System TSP	\$5,821
HVAC System TSP	\$2,609
Fire & Life Safety System TSP	\$926
TSP Total	\$9,356

5,548

KIOWA COUNTY COUNCIL ON AGING

March 15, 2010 Meeting with Kiowa County Commissioners

1. New Interim Director (John Wickland)
 - a. Starting March 15, 2010
 - b. Job description attached
2. Senior Center Building update
 - a. Morton Buildings activation contract
 - b. Funding gap
 - c. Application for Kansas Community Service Tax Credit Program
3. County Funding for KCCA
 - a. Status of withheld funds
 - b. Going forward
4. Temporary Facilities
 - a. Office space
 - b. Program/service space
5. Legal Matters
 - a. Revision of By-laws
 - b. Other

GO after 3/17

Job Description: *Interim Director for the Kiowa County Council on Aging*

- **Time commitment:** 40 hours per week (average) beginning March 15, 2010
- **Compensation:** \$2,200 per month (gross) plus reimbursement for reasonable out-of-pocket expenses (travel, office supplies, etc.); taxes will be withheld by KCCA
- **Duration:** 12 months maximum
- **Responsibilities:**
 - Will act as Project Director for the Kiowa County Senior Center building project:
 - Will report to KCCA at regular meetings on all phases of construction of the Kiowa County Senior Center building
 - Will brief KCCA on all decisions or change orders relating to the building that are needed, and only carry out action that has been approved by them
 - Will meet with the building contractor (Morton Buildings) on a regular basis and coordinate all decisions made by KCCA relating to construction of the building
 - Will represent the interest of KCCA regarding construction of the building to the City Inspector and other entities involved in the building project
 - Will address any funding gaps for the project by:
 - working with the Grant Coordinator (Chuck Miller) on the application for the Kansas Community Service Tax Credit Program
 - working with the building contractor to reduce project costs, if possible
 - pursuing additional funding opportunities
 - Will solicit bids for equipment and furnishings as requested by KCCA, and will verify invoices for payment and inspect purchased goods upon delivery
 - Will perform other reasonable duties as requested by KCCA
 - Will report to KCCA at regular meetings on all KCCA activities, and will seek approvals for action items when necessary
 - Will work within the community to reestablish KCCA programs & services, and will seek the assistance of KCCA Board Members to achieve this
 - Will investigate potential temporary venues for KCCA programs & services while the Senior Center building is under construction
 - Will serve as a spokesperson for KCCA as needed, including conversations with the media and community leaders
 - Will work with KCCA Treasurer to create an annual budget for the organization
 - Will meet regularly with the Kiowa County Commissioners to update them on KCCA activities and to resolve any issues regarding KCCA funding
 - Will work with outside entities that assist KCCA, including SWKAAA (Southwest Kansas Area Agency on Aging) and Friendship Meals
 - Will work with KCCA legal counsel to address any pending or potential legal matters
 - Will perform other reasonable duties as requested by KCCA