



**City of Leavenworth**  
100 N. 5<sup>th</sup> Street  
Leavenworth, Kansas 66048

**CITY COMMISSION REGULAR MEETING**  
**COMMISSION CHAMBERS**  
**TUESDAY, JANUARY 28, 2025 6:00 P.M.**

**Welcome to your City Commission Meeting – Please turn off or silence all cell phones during the meeting**  
*Meetings are televised everyday on Channel 2 at 6 p.m. and midnight and available for viewing on YouTube*

**CALL TO ORDER** – Pledge of Allegiance Followed by Silent Meditation

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**PROCLAMATION:**

1. Black History Month (pg. 2)

**OLD BUSINESS**

**Consideration of Previous Meeting Minutes:**

2. Minutes from January 14, 2025 Regular Meeting **Action:** Motion (pg. 3)

**Second Consideration Ordinances:**

3. Second Consideration Ordinance No. 8256 Rezone 711 Ottawa Street from Office Business District to High Density Single Family Residential District **Action:** Roll Call Vote (pg. 10)
4. Second Consideration Ordinance No. 8257 Rezone 701 Pottawatomie Street from Office Business District to High Density Single Family Residential District **Action:** Roll Call Vote (pg. 13)
5. Second Consideration Ordinance No. 8258 Special Use Permit to Allow a Two-Family Dwelling at 711 Ottawa Street **Action:** Roll Call Vote (pg. 16)
6. Second Consideration Ordinance No. 8259 Special Use Permit to Allow a Two-Family Dwelling at 701 Pottawatomie Street **Action:** Roll Call Vote (pg. 19)
7. Second Consideration Ordinance No. 8260 Special Use Permit to Allow a Two-Family Dwelling at 724 Osage Street **Action:** Roll Call Vote (pg. 22)
8. Second Consideration Ordinance No. 8261 Special Use Permit to Allow a Two-Family Dwelling at 724 Pottawatomie Street **Action:** Roll Call Vote (pg. 25)

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**NEW BUSINESS:**

**Public Comment:** *(i.e. Items not listed on the agenda or receipt of petitions)-Public comment is limited to 2-3 minutes and no action will be taken by the Commission on public comment items - Please state your name and address. A signup sheet will be provided in the commission chambers for anyone wishing to speak.*

**General Items:**

9. Consider Transient Merchant Permit Waiver Request for Dark River Artifacts Show at Riverfront Community Center **Action:** Motion (pg. 28)

**Bids, Contracts and Agreements:**

10. Consider Award of Contract for 2025 Camp Leavenworth Event Management **Action:** Motion (pg. 30)
11. Consider Award of Bid for 2025 Pavement Management Program Mill & Overlay **Action:** Motion (pg. 39)
12. Consider Award of Bid for 2025 Pavement Management Program Granite Seal **Action:** Motion (pg. 46)
13. Consider Approval of Final Change Order and Acceptance of Construction for 4<sup>th</sup> Street Improvements Project **Action:** Motion (pg. 51)
14. Consider Award of Bid for Purchase of Front-End Rubber Tire Loader **Action:** Motion (pg. 56)
15. Consider Award of Bid for Purchase of Compact Track Loader **Action:** Motion (pg. 65)

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**Consent Agenda:**

Claims for January 10, 2025 through January 23, 2025, in the amount of \$1,681,526.87; Net amount for Payroll # 1 effective January 10, 2025 in the amount of \$436,778.21 (No Police & Fire Pension). **Action:** Motion

**Other:**

**Adjournment**

**Action:** Motion

# City of Leavenworth, Kansas



## Proclamation

**WHEREAS,** *the City of Leavenworth is proud to recognize February as Black History Month. This is a time for all of our citizens to learn, reflect, and honor the history and contributions of Black Americans to our city, state, and country; and*

**WHEREAS,** *we continue to work towards fulfilling our principles that all people are created equal and have equal rights to fulfill their dreams; and*

**WHEREAS,** *our city shares the rich history of the Legacy of the Buffalo Soldiers and their brave contributions toward fulfillment of our Nation's promise; and*

**WHEREAS,** *Black History Month is a time to engage in learning that creates greater understandings of the importance of diversity and unity; and*

**WHEREAS,** *the celebration of Black History Month is a positive way of recognizing the culture and history of Black Americans as vital to the core beliefs and values of this society; and*

**WHEREAS,** *in honor of Black History Month, community celebrations as well as educational and historical activities have been planned.*

**NOW, THEREFORE,** *I, Holly Pittman, Mayor of the City of Leavenworth, Kansas hereby proclaim February 2025 as:*

## Black History Month

**IN WITNESS WHEREOF,** *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this twenty-eighth day of January in the year of two-thousand and twenty-five.*

\_\_\_\_\_  
Holly Pittman, Mayor

ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk





**CALL TO ORDER** - The Governing Body met for a regular meeting and the following commission members were present in the commission chambers: Mayor Holly Pittman, Mayor Pro Tem Nancy Bauder, Commissioners Edd Hingula, Griff Martin and Jermaine Wilson.

**Staff members present:** City Manager Scott Peterson, Chief Building Inspector Harold Burdette, Planning & Community Development Director Kim Portillo, Public Works Director Brian Faust, WPC Superintendent Tim Guardado, Public Information Office Melissa Bower, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

Mayor Pittman asked everyone to stand for the pledge of allegiance followed by silent meditation.

**PRESENTATION:**

**Mayor's Award** – Mayor Pittman presented the Mayor's Award for Community Service to Heather Beez LLC for going above and beyond by providing food and coffee to street crews clearing roads during the recent major snow event. Heather Balducci, owner of Heather Beez LLC was present to accept the award.

**Presentation to Griff Martin, Mayor 2024** – The City Commission presented a plaque to outgoing Mayor Martin who held the position as Mayor from December 12, 2023 to December 10, 2024.

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Wilson moved to accept the minutes from the December 10, 2024 regular meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Second Consideration Ordinance:**

**Second Consideration Ordinance No. 8255 Amending Article I and II of Chapter 38 of the Code of Ordinances** – City Manager Scott Peterson reviewed the Ordinance. There have been no changes since first introduced at the December 10, 2024 meeting.

Mayor Pittman called the roll and Ordinance No. 8255 was unanimously approved.

**Public Comment:** *(Public comment on non-agenda items or receipt of petitions- limited to 2-3 minutes)*

Louis Klemp, 1816 Pine Ridge Dr.:

- Contacted by other citizens about the Mayor system in Leavenworth
- Channel 2 is a great station, its currently playing bluegrass
- Mentioned the presentation by the Superintendent of USD 453 and their budget reduction
- Should discuss with schools and county on how to save money



- Wondering why the City doesn't enforce the laws, specifically regarding speeding and driving

**General Items:**

**Mayor's Appointments**

Mayor Pittman moved to reappoint to the Airport Advisory Board Keith Baker and William Kidder to terms ending December 31, 2027 and appoint Mark Morgan to terms ending December 31, 2027; reappoint to the Convention & Tourism Committee George Marcec, James (Zachary) Light, Marianne Tennant, Susie Young to terms ending January 31, 2028 and appoint Donna Jean Fletcher and Haley Shaw to terms ending January 31, 2028; reappoint to the Deer Management Advisory Committee Dan Nicodemus, Tom Wells and Loyd Yonts to a term ending December 31, 2027 and appoint Amie Kankelfitz to a term ending December 31, 2027; appoint to the Leavenworth Planning Commission Sam Maxwell IV to an unexpired term ending May 1, 2026; reappoint to the Parks & Community Activities Board Shelly Cannon, Kara McDaniel and Jeff Porter to terms ending January 15, 2028; reappoint to the Sister City Advisory Board Kelly Butler, Georgia Moore and Alisa Murphy to a term ending December 31, 2027. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Consider Amendment to City Fee Schedule** – City Clerk Sarah Bodensteiner presented an amendment to the City Fee Schedule for a January 15, 2025 effective date:

- **Solid Waste – Replacement Roll-off Refuse Cart** – With the approval and passage of Ordinance No. 8255, the fee schedule needs to reflect the fee for the owner/renter damaged roll-off trash cart replacement fee of \$100.00

Commissioner Bauder moved to approve amended City Fee Schedule as presented, with an effective date of January 15, 2025. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Update for Unsafe or Dangerous Fire Damaged Structure 3851 Tonganoxie Drive** – Chief Building Inspector Hal Burdette reviewed the repairs to the structure located at 3851 Tonganoxie Drive that was damaged by fire on May 24, 2024. The City received a check from insurance proceeds for \$44,696.00. A public hearing was held on September 10, 2024 and the City Commission adopted Resolution B-2378 requiring the owner to make repairs. At this time, the garage portion of the house has been reconstructed, but the exterior still needs to be painted. The interior work has started, but has not progressed to the point that inspections have been performed and the project has been approved for sheetrock installation. Staff recommends that the Commission allow the owner additional time to make repairs.

Commissioner Wilson moved to grant a 60-day extension to 3851 Tonganoxie Drive to allow more time for repairs to be made to the structure. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Bids, Contracts and Agreements:**

**Consider Award of Bid for 4<sup>th</sup> Street Improvements Project – Rees Street to Poplar Street** – Public Works Director Brian Faust presented for award a construction services contract for the 4<sup>th</sup> Street Improvements Rees Street to Poplar Street. This project is part of the KDOT City Connecting Link Improvement Program for Surface Preservation (CCLIP-SP). In April 2023, the City submitted a CCLIP-SP application to KDOT for a



mill/overlay project on K-7/4<sup>th</sup> Street between Rees and Poplar Street. This project consists of a mill/overlay, localized full-depth base repairs, spot curb and sidewalk replacement along with needed ADA upgrades at ramps. The City was notified in September 2023 by KDOT that our project had been selected for funding. The CCLIP-SP is a cost share program with KDOT covering 85% of eligible costs while the City's share is 15%. The maximum KDOT contribution will be \$400,000. The remaining costs for construction plus any non-participating items will be covered from the Grant Matching Fund. The project was advertised for bid and five bids were submitted.

Commissioner Bauder moved to approve the construction services contract for the K-7/4<sup>th</sup> Street Improvements Project from Rees Street to Poplar Street to J.M. Fahey, in the amount not to exceed \$455,987.75. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Consider Award of Bid for 20<sup>th</sup> & Seneca Storm Repairs Project** – Public Works Director Brian Faust presented for award a construction services contract for the 20<sup>th</sup> & Seneca Storm Repairs Project. The curb inlet located at the SW corner of 20<sup>th</sup> and Seneca experienced an inlet wall failure several years ago. The inlet, constructed of bricks and blocks, partially collapsed causing a small sinkhole in front of the structure. As a result, the City placed orange fencing around the failure to help protect drivers and pedestrians in the area. In 2023, the City contracted with BG Consultants to design repairs at this location. The project consists of replacing a storm line and inlet structure, located full-depth base repairs, sport curb and sidewalk placement along with any needed ADA upgrades at ramps. The project was advertised for bid and seven bids were submitted. The cost for this contract is \$135,465. The Stormwater Capital Projects Fund – Orange Fence Projects will be used to cover the expense.

Commissioner Hingula moved to approve the construction services contract for the 20<sup>th</sup> & Seneca Storm Repairs Project to Linaweaver Construction Inc., in the amount not to exceed \$135,465.00. Commissioner Wilson seconded the motion and the motion was approved with Mayor Pittman voting No. Mayor Pittman declared the motion carried 4-1.

**Consider Bids for Water Pollution Control Division 2025 Chemical Purchase** – Public Works Director Brian Faust and WPC Superintendent Tim Guardado presented for consideration the bids for WPC chemicals. Staff recommends approval of the low bids for the following chemicals Ferrous Chloride, in an amount not to exceed \$1.665/lb., Hydrogen Peroxide, in an amount not to exceed \$0.30/lb., Sodium Hypochlorite, in an amount not to exceed \$3.42/gal, Sodium Hydroxide, in an amount not to exceed \$0.335/lb. and Polymer, in an amount not to exceed \$2.64/lb. Total cost based on anticipated quantities is \$88,790.10, but Staff requests award of the low bids with a total chemical cost not to exceed \$100,000. This will help account for unknowns with the new press.

<b>Chemical</b>	<b>Price Paid 2023</b>	<b>Price Paid 2024</b>	<b>Cost for 2025</b>	<b>Vendors for 2025</b>
Ferrous Chloride	\$1.29/lb. Fe	\$1.69/lb. Fe	\$1.665/lb. Fe	PVS Technologies
Hydrogen Peroxide	\$0.39/lb.	\$0.45/lb.	\$0.30/lb.	Brenntag Mid-South
Sodium Hypochlorite	\$3.30/gal	\$3.42/gal	\$3.42/gal	Edwards Chemicals
Sodium Hydroxide	\$0.64/lb.	\$0.335/lb.	\$0.335/lb.	Edwards Chemicals
Polymer	\$2.77/lb.	\$2.64/lb.	\$2.64/lb.	Atlantic Coast Polymers



Commissioner Bauder moved to accept the low bids for chemicals as presented, in the amount not to exceed \$100,000.00. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Consider Supplemental Design Services Contract for Vilas Street Sidewalk Improvements Project** – Public Works Director Brian Faust presented for approval the supplemental design services for additional sanitary and storm design along with easement work associated with the Vilas Street ADA and Sidewalk Upgrades Project. The City Commission approved the original contract on January 10, 2023. The design is progressing and field check with city staff and KDOT is complete. As part of the field check, staff walked the entire site with the consultant and identified a number of additional properties where easements are needed. If these easements are obtained, less retaining walls along the roadway would be required and the overall construction cost of the project would be lessened. The trade-off is that there will be some additional design and acquisition costs associated with these easements. In August 2023, the Commission approved Supplemental Services No. 1 in the amount of \$40,158 for the additional design. After Supplement No. 1 was approved, staff requested a redesign at the west end of the project that would extend the sanitary sewer across Vilas to the north to allow for future connections on the north side. This also involved changes to curb and driveways in the area. The cost associated with Supplemental No. 2 is \$9,676. While City staff, our engineer and our ROW acquisition consultant have worked diligently to obtain all the needed easements, there are properties where acquisition is not possible except through condemnation. To avoid condemnation and meet the Spring 2025 bidding timeframe set by KDOT, staff asked that Bartlett & West redesign several areas of the project to eliminate the need for several easements. The cost for Supplemental No. 3 is a not to exceed amount of \$25,605. Staff does not feel any additional supplemental agreements associated with the design will be required. The cost for the additional services will be funded with Grant Matching funds.

Commissioner Martin moved to approve the additional design services, Supplemental No. 2 and Supplemental No. 3 for the Vilas Street ADA and Sidewalk Upgrades Project with Bartlett & West, in the amount not to exceed \$35,281.00. Commissioner Bauder seconded the motion and was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Consider Supplemental Design Services Contract for Downtown ADA Intersection Ramp Project** – Public Works Director Brian Faust presented for approval the supplemental design services agreement for updating the plans and specifications for the Downtown ADA Intersection Ramp Project. The update is required to satisfy KDOT design requirements for the Transportation Alternatives (TA) Program. The City of Leavenworth worked with Wilson & Company to design ADA accessible ramps in our downtown. The project was designed as a city let project with 100% city funding for construction. The original design budget was \$39,750. After design was complete, the city was notified that KDOT was taking applications for the Fiscal Year 2026 Transportation Alternatives (TA) Program. The City submitted the project and was notified that the project was awarded \$629,750 in funding. While the City will be paying for the design, construction costs are covered at 100%, no matching funds required. As the plans were designed for a city let project, Wilson & Company submitted a supplemental design services agreement to update the plans and specifications to KDOT Standards. The cost for this additional work is \$30,000. The cost will be funded with either sidewalk and curb funding contained within the adopted CIP or the Grant Matching Fund.

Commissioner Bauder moved to approve the additional design services, Supplemental Agreement No. 1 for the Downtown ADA Intersection Ramp Project with Wilson & Company, in the amount not to exceed



\$30,000.00. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**First Consideration Ordinance:**

**First Consideration Ordinance for Special Use Permit to Allow a Two-Family Dwelling at 724 Pottawatomie Street** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to approve a special use permit to allow a two-family dwelling in the R1-6 zoning district. Two-family dwellings are allowed in the R1-6 zoning district with the approval of a special use permit. The property is currently vacant, but was previously occupied by a four-plex dwelling which was demolished in 2014. Depaul USA, the applicant, intends to construct a two-family dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the Special Use Permit.

There was a consensus by the Commission to place on first consideration.

**First Consideration Ordinance for Special Use Permit to Allow a Two-Family Dwelling at 724 Osage Street** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to approve a special use permit to allow a two-family dwelling in the R1-6 zoning district. Two-family dwellings are allowed in the R1-6 zoning district with the approval of a special use permit. The property is currently vacant, but was previously occupied by a single family dwelling which was demolished in 2002. Depaul USA, the applicant, intends to construct a two-family dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the Special Use Permit.

There was a consensus by the Commission to place on first consideration.

**First Consideration Ordinance to Rezone 701 Pottawatomie Street from Office Business District to High Density Single Family Residential District** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to rezone the property located at 701 Pottawatomie Street from Office Business District to High Density Single Family Residential District. Two-family dwellings are not allowed either by-right or with a special use permit in OBD. Depaul USA, the applicant, intends to construct a two-family dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the rezoning request. Ms. Portillo reviewed the Conditions of Determination that were referenced in the Policy Report.

There was consensus by the Commission to place the ordinance on first consideration.

**First Consideration Ordinance for Special Use Permit to Allow a Two-Family Dwelling at 701 Pottawatomie Street** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to approve a special use permit to allow a two-family dwelling in the R1-6 zoning district. Two-family dwellings are allowed in the R1-6 zoning district with the approval of a special use permit. The property is currently vacant. Depaul USA, the applicant, intends to construct a two-family



dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the Special Use Permit.

There was a consensus by the Commission to place on first consideration.

**First Consideration Ordinance for Special Use Permit to Allow a Two-Family Dwelling at 711 Ottawa Street** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to approve a special use permit to allow a two-family dwelling in the R1-6 zoning district. Two-family dwellings are allowed in the R1-6 zoning district with the approval of a special use permit. The property is currently vacant. Depaul USA, the applicant, intends to construct a two-family dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the Special Use Permit.

There was a consensus by the Commission to place on first consideration.

**First Consideration Ordinance to Rezone 711 Ottawa Street from Office Business District to High Density Single Family Residential District** – Planning & Community Development Director Kim Portillo presented for first consideration an ordinance to rezone the property located at 711 Ottawa Street from Office Business District to High Density Single Family Residential District. Two-family dwellings are not allowed either by-right or with a special use permit in OBD. Depaul USA, the applicant, intends to construct a two-family dwelling, similar to the structure they constructed after approval of a Special Use Permit at 728 Pottawatomie. The Planning Commission considered this item at their December 2, 2024 meeting and voted 5-0 to recommend approval of the rezoning request. Ms. Portillo reviewed the Conditions of Determination that were referenced in the Policy Report.

There was consensus by the Commission to place the ordinance on first consideration.

**Consent Agenda:**

Commissioner Martin moved to approve claims for December 6, 2024 through January 9, 2025, in the amount of \$4,576,655.49; Net amount for Longevity Pay effective December 6, 2024 in the amount of \$42,128.05; Net amount for Payroll # 25 effective December 13, 2024 in the amount of \$437,197.59 (No Police & Fire Pension); and Payroll #26 effective December 27, 2024, in the amount of \$429,354.84 (Includes Police & Fire Pension in the amount of \$7,491.38). Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 5-0.

**Other:**

City Manager Scott Peterson:

- Discussed cars remaining on streets on emergency snow routes
- Discussed sidewalks needing to be cleared by residents
- Answered a question about trash pickup after the snow storm

Commissioner Martin:

- Asked Mayor Pittman about a vote earlier in the meeting
- Asked about the Mayoral appointment process



- Thanked staff and contractors for clearing of the roads after the storm
- Wished Commissioner Bauder a Happy Birthday

Commissioner Bauder:

- Leavenworth NAACP is putting on a play at the University of Saint Mary about the Oblate Sisters who started the first black orphanage in Leavenworth

Commissioner Hingula:

- Thanked the Public Works Department and contractors for all their hard work during the snow event

Commissioner Wilson:

- Martin Luther King Jr. Day is on Monday. Serve your neighbors and community

Mayor Pittman:

- Thanked city crews and contractors for their efforts on the snow event

**Adjournment:**

Commissioner Bauder moved to adjourn the meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved and the meeting was adjourned.

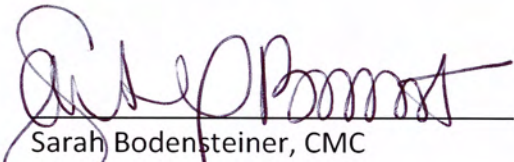
Time Meeting Adjourned 7:00 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC




POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8256  
REZONING 711 OTTAWA STREET FROM OFFICE BUSINESS  
DISTRICT TO HIGH DENSITY SINGLE  
FAMILY RESIDENTIAL DISTRICT

JANUARY 28, 2025



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Sarah Bodensteiner, CMC  
City Clerk



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Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE AMENDING THE DEVELOPMENT REGULATIONS, APPENDIX A OF THE CODE OF ORDINANCES OF THE CITY OF LEAVENWORTH, KANSAS BY REZONING 711 OTTAWA STREET FROM OFFICE BUSINESS DISTRICT (OBD) TO HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT (R1-6).**

There have been no changes to the ordinance since first introduced. Ordinance No. 8256 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8256



*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8256**

**AN ORDINANCE AMENDING THE DEVELOPMENT REGULATIONS, APPENDIX A OF THE CODE OF ORDINANCES OF THE CITY OF LEAVENWORTH, KANSAS BY REZONING 711 OTTAWA STREET FROM OFFICE BUSINESS DISTRICT (OBD) TO HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT (R1-6).**

**WHEREAS**, under the Development Regulations, Appendix A of the Code of Ordinances of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to amend, supplement or change existing zoning regulations within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Code of Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas. The official date and time set as was published in the Leavenworth Times newspaper on the 7th day of November 2024 and notice of the public hearing was mailed to all property owners as required by K.S.A. 12-757(b); and

**WHEREAS**, upon a motion made, duly seconded, and passed, the Planning Commission adopted findings of fact and recommended approval of the request Rezoning of 711 Ottawa Street, Leavenworth Kansas from Office Business District (OBD) to High Density Single Family Residential District (R1-6); and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to rezone the property described herein.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1:** That the following described property, to-wit, is hereby rezoned from Office Business District (OBD) to High Density Single Family Residential District (R1-6).

Lots 41 and 42, Block 98, DAY & MACAULAY'S SUBDIVISION, City of Leavenworth, Leavenworth County, Kansas. And **more commonly referred to as 711 Ottawa Street**, Leavenworth, Kansas

**Section 2:** That the "Zoning District Map" adopted under the Development Regulations, Appendix A of the Code of Ordinances of the City of Leavenworth, Kansas shall be and the same is hereby amended to conform to the rezoning as set forth in Section 1 above.



**Section 3:** That this Ordinance shall take effect and be in force from and after its passage, approval and summary publication in the official City newspaper of the City of Leavenworth, Kansas, as provided by law.

**PASSED and APPROVED** by the Governing Body on the 28th day of January, 2025.

\_\_\_\_\_  
Holly Pittman, Mayor

{Seal}

ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk



POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8257  
REZONING 701 POTTAWATOMIE STREET FROM OFFICE BUSINESS  
DISTRICT TO HIGH DENSITY SINGLE  
FAMILY RESIDENTIAL DISTRICT

JANUARY 28, 2025



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Sarah Bodensteiner, CMC  
City Clerk



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Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE AMENDING THE DEVELOPMENT REGULATIONS, APPENDIX A OF THE CODE OF ORDINANCES OF THE CITY OF LEAVENWORTH, KANSAS BY REZONING 701 POTTAWATOMIE STREET FROM OFFICE BUSINESS DISTRICT (OBD) TO HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT (R1-6).**

There have been no changes to the ordinance since first introduced. Ordinance No. 8257 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8257



*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8257**

**AN ORDINANCE AMENDING THE DEVELOPMENT REGULATIONS, APPENDIX A OF THE CODE OF ORDINANCES OF THE CITY OF LEAVENWORTH, KANSAS BY REZONING 701 POTTAWATOMIE STREET FROM OFFICE BUSINESS DISTRICT (OBD) TO HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT (R1-6).**

**WHEREAS**, under the Development Regulations, Appendix A of the Code of Ordinances of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to amend, supplement or change existing zoning regulations within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Code of Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas. The official date and time set as was published in the Leavenworth Times newspaper on the 7th day of November 2024 and notice of the public hearing was mailed to all property owners as required by K.S.A. 12-757(b); and

**WHEREAS**, upon a motion made, duly seconded, and passed, the Planning Commission adopted findings of fact and recommended approval of the request Rezoning of 701 Pottawatomie Street, Leavenworth Kansas from Office Business District (OBD) to High Density Single Family Residential District (R1-6); and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to rezone the property described herein.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1:** That the following described property, to-wit, is hereby rezoned from Office Business District (OBD) to High Density Single Family Residential District (R1-6).

Lots 29, 30 and 31, Block 91 Western Addition and Lot 32, Block 91, lying partly in Western Addition and partly in Leavenworth City Proper, City of Leavenworth, Leavenworth County, Kansas. And **more commonly referred to as 701 Pottawatomie Street**, Leavenworth, Kansas

**Section 2:** That the “Zoning District Map” adopted under the Development Regulations, Appendix A of the Code of Ordinances of the City of Leavenworth, Kansas shall be and the same is hereby amended to conform to the rezoning as set forth in Section 1 above.



**Section 3:** That this Ordinance shall take effect and be in force from and after its passage, approval and summary publication in the official City newspaper of the City of Leavenworth, Kansas, as provided by law.

**PASSED and APPROVED** by the Governing Body on the 28<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
Holly Pittman, Mayor

{Seal}

ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk



**POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8258  
APPROVAL OF SPECIAL USE PERMIT FOR TWO-FAMILY DWELLING IN R1-6 ZONING  
AT 711 OTTAWA STREET**

**JANUARY 28, 2025**

  
\_\_\_\_\_  
Sarah Bodensteiner, CMC  
City Clerk

  
\_\_\_\_\_  
Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY  
DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL  
DISTRICT ZONING DISTRICT LOCATED AT 711 OTTAWA STREET IN  
THE CITY OF LEAVENWORTH, KANSAS.**

There have been no other changes since first consideration.

Ordinance No. 8258 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8258

*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8258**

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT ZONING DISTRICT LOCATED AT 711 OTTAWA STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

**WHEREAS**, under the Appendix A of the City Code of Ordinances, Development Regulations, of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to locate special uses in each zoning district by ordinance within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas, the official date and time set as was published in the Leavenworth Times newspaper and mailed to all property owners within 200 feet of the said property on the 7<sup>th</sup> day of November 2024; and

**WHEREAS**, the City Planning Commission did hear on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas and upon a motion made, duly seconded, and passed, the City Planning Commission adopted findings of fact and recommended approval of the request for a two-family dwelling in a High Density Single Family Residential District zoning district located at 711 Ottawa Street, Leavenworth, Kansas; and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to allow special use for a two-family dwelling for the property described herein in Section 1.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1.** That a special use permit be issued for a two-family dwelling on the following described property:

Lots 41 and 42, Block 98, DAY & MACCAULAY'S SUBDIVISION, City of Leavenworth, Leavenworth County, Kansas; And more commonly referred to as 711 Ottawa St., Leavenworth, Kansas.

**Section 2:** That this Ordinance shall take effect and be in force from and after its passage by the Governing Body, and its publication once in the official City newspaper.



**PASSED AND APPROVED** by the Leavenworth City Commission of the City of Leavenworth, Kansas on this 28th day of January, 2025.

\_\_\_\_\_  
Holly Pittman, Mayor

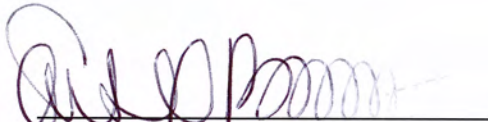
{Seal}


ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk

**POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8259  
APPROVAL OF SPECIAL USE PERMIT FOR TWO-FAMILY DWELLING IN R1-6 ZONING  
AT 701 POTTAWATOMIE STREET**

**JANUARY 28, 2025**

  
\_\_\_\_\_  
Sarah Bodensteiner, CMC  
City Clerk

  
\_\_\_\_\_  
Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY  
DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL  
DISTRICT ZONING DISTRICT LOCATED AT 701 POTTAWATOMIE  
STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

There have been no other changes since first consideration.

Ordinance No. 8259 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8259



*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8259**

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT ZONING DISTRICT LOCATED AT 701 POTTAWATOMIE STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

**WHEREAS**, under the Appendix A of the City Code of Ordinances, Development Regulations, of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to locate special uses in each zoning district by ordinance within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas, the official date and time set as was published in the Leavenworth Times newspaper and mailed to all property owners within 200 feet of the said property on the 7<sup>th</sup> day of November 2024; and

**WHEREAS**, the City Planning Commission did hear on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas and upon a motion made, duly seconded, and passed, the City Planning Commission adopted findings of fact and recommended approval of the request for a two-family dwelling in a High Density Single Family Residential District zoning district located at 701 Pottawatomie Street, Leavenworth, Kansas; and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to allow special use for a two-family dwelling for the property described herein in Section 1.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1.** That a special use permit be issued for a two-family dwelling on the following described property:

Lots 29, 30 and 31, Block 91, Western Addition and Lot 32, Block 91, lying partly in Western Addition and partly in Leavenworth City Proper, City of Leavenworth, Leavenworth County, Kansas; And more commonly referred to as 701 Pottawatomie St., Leavenworth, Kansas.

**Section 2:** That this Ordinance shall take effect and be in force from and after its passage by the Governing Body, and its publication once in the official City newspaper.

**PASSED AND APPROVED** by the Leavenworth City Commission of the City of Leavenworth, Kansas on this 28th day of January, 2025.

\_\_\_\_\_  
Holly Pittman, Mayor

{Seal}

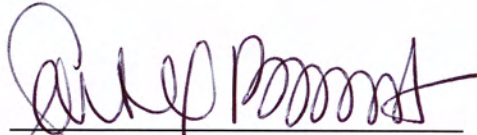
ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk

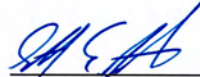


**POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8260  
APPROVAL OF SPECIAL USE PERMIT FOR TWO-FAMILY DWELLING IN R1-6 ZONING  
AT 724 OSAGE STREET**

**JANUARY 28, 2025**



Sarah Bodensteiner, CMC  
City Clerk



Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY  
DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL  
DISTRICT ZONING DISTRICT LOCATED AT 724 OSAGE STREET IN  
THE CITY OF LEAVENWORTH, KANSAS.**

There have been no other changes since first consideration.

Ordinance No. 8260 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8260

*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8260**

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT ZONING DISTRICT LOCATED AT 724 OSAGE STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

**WHEREAS**, under the Appendix A of the City Code of Ordinances, Development Regulations, of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to locate special uses in each zoning district by ordinance within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas, the official date and time set as was published in the Leavenworth Times newspaper and mailed to all property owners within 200 feet of the said property on the 7<sup>th</sup> day of November 2024; and

**WHEREAS**, the City Planning Commission did hear on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas and upon a motion made, duly seconded, and passed, the City Planning Commission adopted findings of fact and recommended approval of the request for a two-family dwelling in a High Density Single Family Residential District zoning district located at 724 Osage Street, Leavenworth, Kansas; and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to allow special use for a two-family dwelling for the property described herein in Section 1.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1.** That a special use permit be issued for a two-family dwelling on the following described property:

Lots 13 and 14, Block 91 lying partly in Leavenworth City Property and partly in Western Addition to the City of Leavenworth, according to the recorded plat thereof, Leavenworth County, Kansas; And more commonly referred to as 724 Osage St., Leavenworth, Kansas.

**Section 2:** That this Ordinance shall take effect and be in force from and after its passage by the Governing Body, and its publication once in the official City newspaper.



**PASSED AND APPROVED** by the Leavenworth City Commission of the City of Leavenworth, Kansas on this 28th day of January, 2025.

\_\_\_\_\_  
Holly Pittman, Mayor

{Seal}

ATTEST:

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk

**POLICY REPORT  
SECOND CONSIDERATION ORDINANCE 8261  
APPROVAL OF SPECIAL USE PERMIT FOR TWO-FAMILY DWELLING IN R1-6 ZONING  
AT 724 POTTAWATOMIE STREET**

**JANUARY 28, 2025**

  
\_\_\_\_\_  
Sarah Bodensteiner, CMC  
City Clerk

  
\_\_\_\_\_  
Scott Peterson  
City Manager

**BACKGROUND:**

At the January 14, 2025 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY  
DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL  
DISTRICT ZONING DISTRICT LOCATED AT 724 POTTAWATOMIE  
STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

There have been no other changes since first consideration.

Ordinance No. 8261 is now presented for second consideration and requires a roll call vote.

**ATTACHMENTS:**

- Ordinance No. 8261



*(Summary Published in the Leavenworth Times on February 1, 2025)*

**ORDINANCE NO. 8261**

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A TWO-FAMILY DWELLING IN A HIGH DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT ZONING DISTRICT LOCATED AT 724 POTTAWATOMIE STREET IN THE CITY OF LEAVENWORTH, KANSAS.**

**WHEREAS**, under the Appendix A of the City Code of Ordinances, Development Regulations, of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to locate special uses in each zoning district by ordinance within said City; and

**WHEREAS**, the City Planning Commission, after fully complying with the requirements of the Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas, the official date and time set as was published in the Leavenworth Times newspaper and mailed to all property owners within 200 feet of the said property on the 7<sup>th</sup> day of November 2024; and

**WHEREAS**, the City Planning Commission did hear on the 2nd day of December 2024 in the Commission Room, 1<sup>st</sup> Floor of City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas and upon a motion made, duly seconded, and passed, the City Planning Commission adopted findings of fact and recommended approval of the request for a two-family dwelling in a High Density Single Family Residential District zoning district located at 724 Pottawatomie Street, Leavenworth, Kansas; and

**WHEREAS**, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to allow special use for a two-family dwelling for the property described herein in Section 1.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:**

**Section 1.** That a special use permit be issued for a two-family dwelling on the following described property:

Lots 12 and 13, Block 98, Western Addition to the City of Leavenworth, Leavenworth County, Kansas; And more commonly referred to as 724 Pottawatomie St., Leavenworth, Kansas.

**Section 2:** That this Ordinance shall take effect and be in force from and after its passage by the Governing Body, and its publication once in the official City newspaper.

**PASSED AND APPROVED** by the Leavenworth City Commission of the City of Leavenworth, Kansas on this 28th day of January, 2025.

{Seal}

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Holly Pittman, Mayor

ATTEST:

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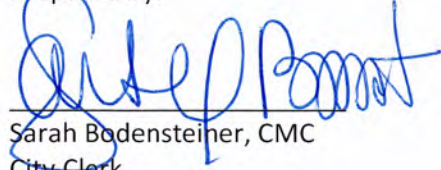
Sarah Bodensteiner, CMC, City Clerk



**POLICY REPORT**  
**REQUEST A WAIVER FOR A TRANSIENT MERCHANT PERMIT**  
**2025 DARK RIVER ARTIFACT SHOW**  
**RIVERFRONT COMMUNITY CENTER**


January 28, 2025

Prepared by:



Sarah Bodensteiner, CMC  
City Clerk

Reviewed by:



Scott Peterson  
City Manager

**ISSUE:**

Consider a waiver of a Transient Merchant Permit for the purpose of the Dark River Artifact Show at the Riverfront Community Center.

**BACKGROUND:**

John Kruid submitted an application that was received in the Office of the City Clerk for April 11-12, 2025 to host a collector's show of Artifacts, Rocks and Fossils at the Riverfront Community Center. This Collectors Show has displayers come from 7 different states and the vast majority of the displayers stay 1-2 nights in local hotels and visit local restaurants. Admission will be charged and is used to cover the cost of the venue.

All vendors have a Kansas Retail Tax number or the event coordinator will provide the vendors with a tax form to complete and return to the Kansas Department of Revenue. The City reports all events to the Kansas Department of Revenue so they can verify that taxes and any other applicable sales are submitted as required.

The City of Leavenworth Code of Ordinances Chapter 34, Peddlers, Solicitors and Transient Merchants Sec. 34-62 States:

- A transient merchant permit shall not be issued for use in or on a city-owned property including rights-of-way, parks or open spaces or the community center, provided that the city commission may grant in specific cases a waiver of this general prohibition.
- Application and request for waiver shall be on a form provided by the city clerk and submitted to the city clerk at least 30 days prior to the date of the activity to be placed on the agenda of the next regular meeting of the city commission.

The City of Leavenworth Codes of Ordinances Chapter 34, Peddlers, Solicitors and Transient Merchants Sec. 34-1 Definitions, defines a transient merchant as:

- *Transient merchant, itinerant merchant or itinerant vendor* are defined as any person, whether as owner, agent, consignee or employee, whether a resident of the city or not, who engages in a temporary business of selling and delivering goods, wares and merchandise within such city, and who, in furtherance of such purpose, hires, leases, uses or occupies any building, structure, motor vehicle, or public room in hotels, lodging houses, apartments, shops or any street, alley or other place within the city, for the exhibition and sale of such goods, wares and merchandise, either privately or at public auction. Such definition shall not be construed to include any person who,

while occupying such temporary location, does not sell from stock, but exhibits samples only for the purpose of securing orders for future delivery only. The person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant or auctioneer, or by conducting such transient business in connection with, as a part of, or in the name of any local dealer, trader, merchant or auctioneer. A transient merchant is not a person who has a permanent business presence in Leavenworth and conducts sales or activities similar as described herein on a temporary basis.

Fee for Transient Merchants:

- A Transient Merchant, Itinerant Merchant or Itinerant Vendor Permit fee is \$50.00 per day. The permit is not to exceed 5 days; and no more than two licenses may be issued during a calendar year.

If the City Commission should grant the waiver all applicable fees and insurance requirements would still apply, the waiver just allows the sale to be held on city property, specifically the Community Center which is prohibited by ordinance. The applicant is also required to provide a certificate of liability insurance prior to the date of the event along with any fees required by the Community Center.

**CITY COMMISSION ACTION:**

*Grant* a waiver of a Transient Merchants Permit for use of the Community Center for the Dark River Artifact Show on April 11 and 12, 2025;

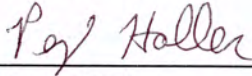
Or

*Deny* the request for a Transient Merchant Permit



**POLICY REPORT**  
**Camp Leavenworth Event Management Contract**  
**January 28, 2025**

Prepared By:



Penny Holler  
Assistant City Manager

Reviewed By:



Scott Peterson  
City Manager

**ISSUE:**

Consider approving contract with O’Neill Events and Marketing to manage the 2025 Camp Leavenworth festival for \$73,000.

**BACKGROUND:**

The City’s signature event, Camp Leavenworth, is scheduled for September 27th and 28th. This will be the sixth year for the memorable festival that brings thousands of residents and visitors together. The proposed contract would utilize O’Neill Events and Marketing experience and lessons learned in previous years together with additional stakeholder feedback for 2025. The O’Neill team also tracks emerging best practices through their participation in the International Festival and Events Association and applies that in Leavenworth.

The 2025 Scope of Work includes the same expectations as last year with the exception of financial management. In 2024, the City paid an additional \$3,300 financial management fee. The City’s Finance Department will take that work in-house so that section was removed. The overall cost increase is \$1,698 compared to the previous year.

**BUDGET IMPACT:**

The 2025 budget includes funds for the Camp Leavenworth festival using Transient Guest Tax (TGT) revenues.

**ATTACHMENTS:**

2025 Scope of Work



**CITY OF LEAVENWORTH**  
**CAMP LEAVENWORTH FESTIVAL**  
**Contract number: 2025-04**  
**SCOPE OF WORK: Event Management Proposal**

**December 9, 2024**

*Presented by:*

O'Neill Events & Marketing

1607 Oak Street

Kansas City, MO 64108



## **Overview:**

O’Neill Events and Marketing has put together a plan to execute Camp Leavenworth festival in the City of Leavenworth in 2025. This plan with tasks and costs is outlined below.

## **Summary and Period of Engagement Leavenworth Festival Event Management**

O’Neill Events & Marketing has been approached by the City of Leavenworth to provide professional services as outlined below, under the direction and supervision of designated Leavenworth Festival representatives, and understands the Scope of Work as defined:

- Event Director
- Event Producer
- Sponsorship Producer
- Marketing Manager
- Public Relations
- Festival Insurance

O’Neill Events & Marketing understands the Period of Engagement for the outlined work as January 1, 2025 – November 30, 2025

## **O’Neill Deliverables and Responsibilities**

O’Neill Events & Marketing will serve as the Event Producer for the festival with Keli O’Neill Wenzel and Jessica Rogers as Event Directors of the Camp Leavenworth Festival. If Keli O’Neill Wenzel or Jessica Rogers is unable to serve as Event Director, any replacement Event Director will be submitted to the Leavenworth Festival City Manager/Office for approval.

The detailed scope of work below, along with the above summary, reflects O’Neill Events & Marketing’s understanding of the project. Please initial by each subhead to confirm Leavenworth Festival’s understanding of each section. If you have questions or notice any conflicts, please contact O’Neill Events & Marketing.

## **General Timeline Requirements & Process**

O’Neill Events & Marketing understands the initial target delivery date for Leavenworth Festival is September 26th & 27th. As such, all work outlined above will reflect said target date and be executed in a timely manner to achieve success. O’Neill Events & Marketing will do all to meet any established deadline, but because of project dependencies beyond O’Neill Events &

Marketing's control, O'Neill will not issue a formal project timeline until all defined requirements and approvals are received.

Any changes to Scope of Work or delays in approvals will potentially affect the general timeline and cost of the project. Missed deadlines relating to services, contracts, or information on the part of the client or third party will result in O'Neill Events & Marketing adjusting the general project timeline.

If actions by the client or any other third party creates project delays, the overall project timeline will be reevaluated to account for lost time, and a Change Order may be issued for any additional time required of the O'Neill Events & Marketing team. Any such Change Order issued on behalf of the project is subject to additional fees associated with those changes.

## **Event Director**

- Create annual festival operations budget with input from Leavenworth Festival Executive Committee and/or City Manager's Office
- Oversee festival budget with inclusion of City Manager and city's finance director
- Manage budget and spending, updating City Manager/Office monthly
- Meet with Leavenworth Festival City Manager/Office on a monthly basis to discuss organization strategy and business plans
- Meet with Leavenworth Festival City Manager/Office on a monthly basis to discuss festival operations planning
- Assist Leavenworth Festival City Manager/Office with necessary organization structure development and business documentation
- Provide historical data to the City Manager/Office
- Co-manage event identity and oversee brand management
- Oversee marketing and public relations
- Based upon approved budget numbers, Event Director will communicate, negotiate and send necessary festival agreements to City Manager's office for approval with tenants, venue owners and stakeholders within and surrounding the festival footprint
- Attend and participate in any meetings and conferences with any entities or government agencies as are necessary for developing, implementing and sustaining the event
- Provide consultation throughout the year
- Provide onsite consultation and recommendations for weather, emergency situations, threats and problems that arise
- Provide production oversight
- Be onsite during all festival hours (through tear down and setup)



## **Event Producer**

### **LOGISTICS PLANNING**

- Manage and maintain all festival operations costs, ensuring budget accountability
- Maintain a general operating timeline
- Provide monthly updates on budget to City Manager
- Attend and participate in any meetings and conferences with any entities or government agencies as are necessary for developing, implementing and sustaining the event
- Create and develop a festival layout
- Manage and oversee all festival signage needs
- Coordinate, order and fulfill all-related area logistical needs
- Oversee on-site sponsorship logistics, including footprint, power, and site access
- Hire and manage additional on-site labor for festival
- Coordinate and order all festival deliverables and supplies
  - Establish list of festival area needs
  - Supply graphic design team with timelines, content and creative guidelines
  - Designate and distribute credential and festival access list
  - Distribute hospitality packages, including drink tickets, food vouchers and backstage meal tickets
  - Create festival communications plan, including radio assignments, radio order and on-site equipment setup

### **STAFFING, COMMITTEE & VOLUNTEER MANAGEMENT**

- Coordinate Executive Committee Chairs and Weekend Chairs, overseeing their job descriptions and meeting regularly with each to ensure all tasks are being implemented
- Identify and create volunteer staffing plan
  - Shift development
  - Training
  - Communications and system management

### **ENTERTAINMENT**

- Work with designated entertainment booking agents to create, recommend and manage Leavenworth Festival entertainers, to be approved by the Leavenworth Festival City Manager/Office
- Work with designated entertainment booking agents to solidify entertainer contracts, payments and tax requirements

### **HOSPITALITY MANAGEMENT**

- Facilitate all festival and sponsor hospitality needs and requests

- Develop guest rooming list and coordinate hotel accommodations for entertainers, various staff and VIPs
- Manage transportation plans to and from festival for entertainers, including airport and hotel needs as contracted, as well as co-manage on-site runner
- Coordinate backstage/green room needs according to entertainer riders and festival budget

#### **PERMITTING & LICENSING**

- Work with city representatives for all necessary permits for festival
  - Fire, Noise, Carnival
  - Street Closure
  - Health
  - City and State Liquor
- Obtain and coordinate all permit support documentation including permission letters, tax documents, appropriate fees and all other paperwork

#### **POINT OF SALE & FINANCE SUPPORT**

- Manage all onsite box office and ticketing operations and equipment
- Oversee festival Point of Sale systems/operations
- Support City of Leavenworth's Finance Department with information to process vendor payments and submit sales tax reports

#### **EMERGENCY PREPAREDNESS**

- Update a public safety plan to include all festival related security and medical needs and coordinate all related entities responsible for executing this plan
- Manage Emergency Incident Coordinator and on-site preparedness plans
- Emergency Action Plan development and distribution in advance and on-site

#### **TRANSPORTATION & PARKING**

- Manage a festival parking and traffic plan and work with all contracted vendors, city, police, etc., to execute and communicate properly
- Manage road closures and communications related to all festival transportation and parking

#### **BAR & BEVERAGE OPERATIONS**

- Oversee all bar and beverage operations
- Create bar layouts and serving operations
- Product orders including soda, water, ice, and cups and distribution of product on-site



- Work with local liquor store to coordinate liquor needs, equipment, and logistics on-site

## **VENDOR RELATIONS**

- Coordinate, manage and contract with ALL Leavenworth Festival vendors
  - Cash and Carry: Food vendors + Makers Market vendors
  - Decor: Fabrication, Installations, Lighting
  - Hospitality: Transportation, Hotels, Green Room, Backstage
  - Parking and Transportation
  - Power: Generators, Equipment, Distribution
  - Production: Sound, Stage, Lighting
  - Public Safety: Security, Medical, Crowd Control, Weather
  - Site: Fencing, Tents

## **ON-SITE MANAGEMENT**

- Full on-site event management from setup to tear down
  - \*\*O'Neill Events & Marketing has 2-3 dedicated staff that will oversee the festival. This includes on-site setup on the Thursday before the festival and post-festival on the day after the event. All other staff and volunteer needs will be the responsibility of the festival's budget. As indicated above, O'Neill will oversee and manage these additional positions.*

## **Sponsorship Producer**

- Develop target sponsor list and festival financial goals for fundraising
- Create custom festival sponsorship packages based on client needs
- Create 5K Run & Walk festival sponsorship deck
- Provide update on prospective sponsor contacts to the Leavenworth Festival City Manager/Office for final approval before solicitation
- Develop, facilitate, and maintain relationship(s) with prospective sponsors
- Manage all sponsor contracts and invoicing
- Fulfill all sponsor requirements as established in final contract
  - Marketing materials
  - Signage
  - Logistical needs: Permits, power, etc.
- On-site management for all sponsors, including advance communications, load-in, site needs, load-out

## Marketing Manager

- Develop and manage a festival marketing plan that aligns with budget and brand
  - Yard Signs
  - Billboards
  - Radio & Television
  - Digital
- Work with all marketing vendors (Graphic designers, city communications, etc. – fees not included in O’Neill’s scope)
- Establish and manage media partnerships and media buys
- Write media scripts and commercial scripts as needed
- Provide creative direction and content guidelines with unified marketing team
- Work with unified marketing teams to create coordinated festival content calendar that aligns PR, digital and marketing efforts
  - Eblasts
  - Website
- Update website ongoing with new content, graphics, photos etc.
- Manage and oversee social media for the festival
  - Content creation
  - Advertising campaigns
  - Work with the city communications contact to respond to social media inquiries in a timely manner

## Project Fee and Compensation

O’Neill Events & Marketing will be compensated in the following manner:

### Festival Event Management

- \$6,636.36 per month (11 months)

**TOTAL: \$73,000**

### Sponsorship Bonus Compensation

- City of Leavenworth will pay O’Neill Events & Marketing a 10% bonus on any cash sponsorships.
- City of Leavenworth will pay all commissions on any sponsorship agreements secured by O’Neill Events & Marketing regarding Camp Leavenworth
- O’Neill Events & Marketing will bill sponsorship commissions separately from monthly management fee, two weeks after the festival

***This concludes the Scope of Works, which is incorporated into the Camp Leavenworth – O’Neill Events & Marketing Contract for Services executed on \_\_\_\_\_.***



***Please sign below to indicate an understanding of this Scope of Work. Any changes to this Scope of Work must be agreed upon by both parties in writing.***

\_\_\_\_\_  
MAYOR, CITY OF LEAVENWORTH

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CITY CLERK, CITY OF LEAVENWORTH

\_\_\_\_\_  
DATE

\_\_\_\_\_  
O'NEILL EVENTS & MARKETING, Keli Wenzel, President

\_\_\_\_\_  
DATE

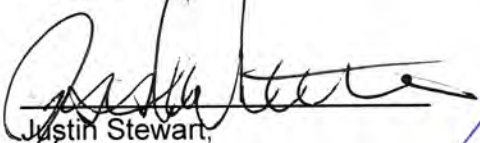
POLICY REPORT PWD NO. 25-06

2025 PAVEMENT MANAGEMENT PROGRAM  
BID PACKAGE NO. 1 – MILL AND OVERLAY

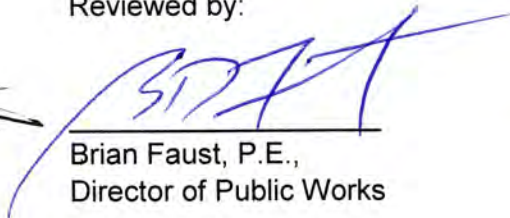
Project 2024-010

January 28, 2025

Prepared by:

  
Justin Stewart,  
Project Manager

Reviewed by:

  
Brian Faust, P.E.,  
Director of Public Works

  
Scott Peterson,  
City Manager

**ISSUE:**

Consider bids received and possible award of the 2025 Pavement Management – Mill and Overlay Program.

**BACKGROUND:**

On May 28, 2024, the City Commission approved a design contract with Benesch for the design of the 2025 Pavement Management Program. The streets were evaluated using both actual field observation and their Pavement Condition Index (PCI). Based on this evaluation, a final list of streets was determined for the 2025 PMP – Mill & Overlay Project.

Prior to 2024, both General Obligation Bonds and Sales Tax were used to fund the street maintenance program. Starting in 2024, the City Commission authorized the use of Sales Tax for the annual Pavement Management Program. The components of the 2025 program include both the mill and overlay program and minor upgrades to a parking lot. The funding for 2025 covers the costs of the 2025 construction of the various components, along with the next phase of a Comprehensive Pavement Management Program.

The Mill & Overlay Program for 2025 includes the City streets highlighted on the attached map. Inspection will be by City Staff.

The project plans were prepared by Benesch and the project was advertised for bid in the Leavenworth Times and at Drexel Technologies. Bids were opened on January 16, 2025. Bid results are shown below and in the attached bid tabulation.

Company	City	Base Bid	Alternate Bid	Total Bid
McAnany Paving	Shawnee, KS	\$1,169,316.18	\$215,227.09	\$1,384,543.27
Little Joes Asphalt	Bonner Springs, KS	\$1,192,230.85	\$198,247.50	\$1,390,478.35
Amino Brothers	Kansas City, KS	\$1,237,963.05	\$230,462.06	\$1,468,425.11
J M Fahey	Grandview, MO	\$1,251,795.35	\$229,174.25	\$1,480,969.60
Superior Bowen	Kansas City, MO	\$1,308,924.85	\$247,039.76	\$1,555,964.61
Base Bid Engineer's Estimate		\$1,511,733.75	\$275,283.50	\$1,787,017.25

McAnany Paving was the low bidder and met all bidding requirements. McAnany Paving has completed the Mill and Overlay Program for the City in previous years. The prior work was completed



within the required timeframe and specifications. The company has done numerous projects for other cities in Kansas and Missouri.

Work is expected to begin in March and be completed in 90 calendar days.

**POLICY:**

The City Commission generally awards a contract to the lowest bidder if the bid is less than the Engineer's estimate and whose evaluation by the City indicates that the award will be in the best interest of the City.

**BUDGET IMPACT:**

The 2025 budget for the Pavement Management Program is \$2,100,000 (CIP Sheet attached).

*2025 Mill/Overlay Cost Summary:*

Mill/Overlay Award Base Bid (1/28/2025)	\$1,169,316.18
Mill/Overlay Alternates	\$ 215,227.09
Contingency (5%)	<u>\$ 69,227.00</u>
Total Mill/Overlay:	\$1,453,770.27

*2025 Additional Costs:*

Granite Seal (Surface Seal) (1/28/2025)	\$ 470,903.14
Estimated Engineering for 2026 (funded in 2025)	\$ 100,000.00

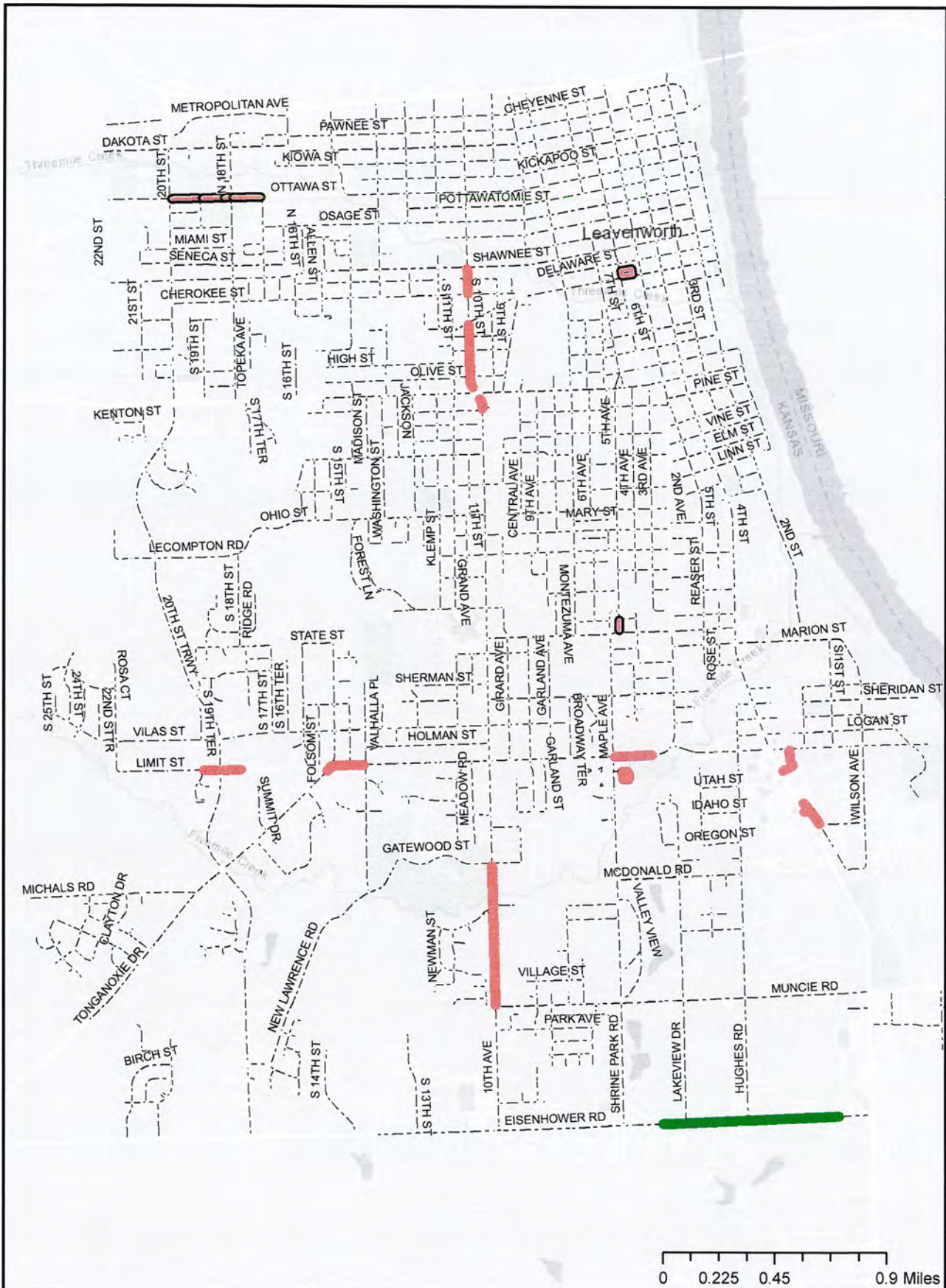
*Total 2025 Estimated Costs:* \$2,024,673.41

**RECOMMENDATION:**

Staff recommends that the City Commission authorize the mayor to sign a Construction Services Contract for the 2025 PMP Mill & Overlay Program with McAnany Paving for the base bid and alternates in the amount of \$1,384,543.27 with an additional 5% contingency to cover issues that arise in the field.

**ATTACHMENTS:**





- Project Street Map
- Bid Tabs
- CIP Sheet
- List of Overlay Streets



**City of Leavenworth**  
2025 Pavement  
Management Lists - M&O/UBAS



**Project Type**

-  Ultrathin Bonded Asphalt Surface
-  Mill & Overlay Alternate
-  Mill & Overlay
-  Roadway - No Identified Project



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CITY OF LEAVENWORTH  
 Project No. 2024-010  
 2025 PMP Mill and Overlay  
 January 16, 2025

**BASE BID**

Mill and Overlay				Engineer's Estimate		McAnany Paving		Little Joe's		Amino Brothers		J M Fahey		Superior Bowen	
Item	Description	Unit	Quantity	Unit Price	Extension	Unit Price	Extension	Units	Extension	Units	Extension	Units	Extension	Unit Price	Extension
1	MOBILIZATION	1.00	LS	40,000.00	\$ 40,000.00	\$22,444.80	\$22,444.80	\$36,900.00	\$36,900.00	\$56,800.00	\$56,800.00	\$34,000.00	\$34,000.00	\$37,000.00	\$37,000.00
2	CRACK SEAL	19064.00	SY	1.00	\$ 19,064.00	\$1.17	\$22,304.88	\$2.50	\$47,660.00	\$1.13	\$21,542.32	\$1.15	\$21,923.60	\$1.12	\$21,351.68
3	UBAS	19064.00	SY	8.25	\$ 157,278.00	\$8.39	\$159,946.96	\$9.40	\$179,201.60	\$8.85	\$168,716.40	\$9.50	\$181,108.00	\$9.90	\$188,733.60
4	MILLING (HEADERS)	1268.00	LF	8.00	\$ 10,144.00	\$16.80	\$21,302.40	\$6.10	\$7,734.80	\$4.90	\$6,213.20	\$4.25	\$5,389.00	\$7.00	\$8,876.00
5	MILLING (FULL WIDTH CUT)(ASPHALT)	30519.00	SY	5.00	\$ 152,595.00	\$1.96	\$59,817.24	\$2.55	\$77,823.45	\$2.85	\$86,979.15	\$2.75	\$83,927.25	\$2.85	\$86,979.15
6	MILLING (FULL WIDTH CUT)(CONCRETE)	12121.00	SY	6.00	\$ 72,726.00	\$2.24	\$27,151.04	\$4.90	\$59,392.90	\$5.00	\$60,805.00	\$4.25	\$51,514.25	\$3.90	\$47,271.90
7	ASPHALTIC CONCRETE SURFACE COURSE KC APWA 5-01	4644.00	TONS	125.00	\$ 580,500.00	\$83.65	\$388,470.60	\$87.10	\$404,492.40	\$102.00	\$473,688.00	\$90.00	\$417,960.00	\$98.00	\$455,112.00
8	ASPHALTIC BASE COURSES KC APWA 5-01 (R&R)	443.00	TONS	150.00	\$ 66,450.00	\$210.98	\$93,464.14	\$200.00	\$88,600.00	\$170.00	\$75,310.00	\$260.00	\$115,180.00	\$245.00	\$108,535.00
9	ADA RAMPS (R&R)	72.00	SY	350.00	\$ 25,200.00	\$728.00	\$52,416.00	\$185.00	\$13,320.00	\$520.00	\$37,440.00	\$380.00	\$27,360.00	\$345.00	\$24,840.00
10	CURB & GUTTER (24") (R&R)	752.00	LF	75.00	\$ 56,400.00	\$64.96	\$48,849.92	\$65.00	\$48,880.00	\$70.00	\$52,640.00	\$75.00	\$56,400.00	\$67.00	\$50,384.00
11	CONCRETE PAVEMENT (8") (R&R)	297.00	SY	200.00	\$ 59,400.00	\$201.60	\$59,875.20	\$164.00	\$48,708.00	\$142.00	\$42,174.00	\$131.00	\$38,907.00	\$165.00	\$49,005.00
12	6" GRANULAR SUBBASE, AB-3 COMPACTED	1293.00	SY	20.00	\$ 25,860.00	\$28.00	\$36,204.00	\$15.00	\$19,395.00	\$21.00	\$27,153.00	\$23.00	\$29,739.00	\$43.00	\$55,599.00
13	4" CONCRETE SIDEWALK (R&R)	591.00	SF	20.00	\$ 11,820.00	\$16.80	\$9,928.80	\$17.00	\$10,047.00	\$24.00	\$14,184.00	\$27.00	\$15,967.00	\$15.00	\$8,865.00
14	REPLACE TRAFFIC LOOPS	14.00	EACH	4,000.00	\$ 56,000.00	\$3,584.00	\$50,176.00	\$2,210.00	\$30,940.00	\$2,250.00	\$31,500.00	\$3,500.00	\$49,000.00	\$3,425.00	\$47,950.00
15	REGRADE MANHOLES	14.00	EACH	2,000.00	\$ 28,000.00	\$3,360.00	\$47,040.00	\$2,170.00	\$30,380.00	\$1,800.00	\$25,200.00	\$2,375.00	\$33,250.00	\$3,800.00	\$53,200.00
16	RESET MONUMENT BOXES	5.00	EACH	2,250.00	\$ 11,250.00	\$3,360.00	\$16,800.00	\$1,110.00	\$5,550.00	\$1,600.00	\$8,000.00	\$1,375.00	\$6,875.00	\$2,900.00	\$14,500.00
17	PERMANENT PAVEMENT MARKINGS, 4" WHITE (MULTI COMPONENT EPOXY)	4397.00	LF	1.50	\$ 6,595.50	\$0.67	\$2,945.99	\$1.35	\$5,935.95	\$0.64	\$2,814.08	\$1.50	\$6,595.50	\$0.64	\$2,814.08
18	PERMANENT PAVEMENT MARKINGS, 6" WHITE (MULTI COMPONENT EPOXY)	524.00	LF	10.00	\$ 5,240.00	\$1.00	\$524.00	\$1.60	\$838.40	\$1.00	\$524.00	\$1.75	\$917.00	\$0.96	\$503.04
19	PERMANENT PAVEMENT MARKINGS, 12" WHITE (MULTI COMPONENT EPOXY)	691.00	LF	25.00	\$ 17,275.00	\$2.01	\$1,388.91	\$10.60	\$7,324.60	\$2.00	\$1,382.00	\$10.75	\$7,428.25	\$1.93	\$1,333.63
20	PERMANENT PAVEMENT MARKINGS, 4" YELLOW (MULTI COMPONENT EPOXY)	21385.00	LF	1.25	\$ 26,731.25	\$0.67	\$14,327.95	\$1.35	\$28,869.75	\$0.64	\$13,686.40	\$1.50	\$32,077.50	\$0.64	\$13,686.40
21	PERMANENT PAVEMENT MARKINGS, 12" YELLOW (MULTI COMPONENT EPOXY)	111.00	LF	25.00	\$ 2,775.00	\$2.01	\$223.11	\$10.60	\$1,176.60	\$2.00	\$222.00	\$10.75	\$1,193.25	\$1.93	\$214.23
22	PERMANENT PAVEMENT MARKINGS, 24" WHITE (MULTI COMPONENT EPOXY)	367.00	LF	40.00	\$ 14,680.00	\$6.72	\$2,466.24	\$21.20	\$7,780.40	\$6.50	\$2,385.50	\$21.25	\$7,798.75	\$6.42	\$2,356.14
23	PERMANENT PAVEMENT MARKINGS, RIGHT TURN ARROW (MULTI COMPONENT EPOXY)	2.00	LF	750.00	\$ 1,500.00	\$336.00	\$672.00	\$345.00	\$690.00	\$321.00	\$642.00	\$345.00	\$690.00	\$321.00	\$642.00
24	PERMANENT PAVEMENT MARKINGS, LEFT TURN ARROW (MULTI COMPONENT EPOXY)	11.00	EACH	750.00	\$ 8,250.00	\$336.00	\$3,696.00	\$345.00	\$3,795.00	\$320.00	\$3,520.00	\$345.00	\$3,795.00	\$321.00	\$3,531.00
25	PERMANENT PAVEMENT MARKINGS, HANDICAP SYMBOL (MULTI COMPONENT EPOXY)	3.00	EACH	2,000.00	\$ 6,000.00	\$224.00	\$672.00	\$265.00	\$795.00	\$214.00	\$642.00	\$270.00	\$810.00	\$214.00	\$642.00
26	TRAFFIC CONTROL	1.00	LS	50,000.00	\$ 50,000.00	\$26,208.00	\$26,208.00	\$26,000.00	\$26,000.00	\$24,000.00	\$24,000.00	\$22,000.00	\$22,000.00	\$25,000.00	\$25,000.00
					\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL BASE BID:</b>				<b>\$</b>	<b>1,511,733.75</b>	<b>\$</b>	<b>1,169,316.18</b>	<b>\$</b>	<b>1,192,230.85</b>	<b>\$</b>	<b>1,237,963.05</b>	<b>\$</b>	<b>1,251,795.35</b>	<b>\$</b>	<b>1,308,924.85</b>



Alternate BID															
#1 5th Avenue															
Item	Description	Quantity	Units	Engineer's Estimate		McAnany		Little Joes		Amino Brothers		J M Fahey		Bowen	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	MOBILIZATION	1	LS	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$2,650.00	\$2,650.00	\$7,000.00	\$7,000.00	\$3,700.00	\$3,700.00	\$6,800.00	\$6,800.00
2	MILLING (HEADERS)	73	LF	\$8.00	\$584.00	\$16.80	\$1,226.40	\$6.10	\$445.30	\$4.90	\$357.70	\$4.25	\$310.25	\$7.00	\$511.00
3	MILLING (FULL WIDTH CUT)(ASPHALT)	1,608	SY	\$5.00	\$8,040.00	\$1.96	\$3,151.68	\$2.55	\$4,100.40	\$2.85	\$4,582.80	\$2.75	\$4,422.00	\$2.85	\$4,582.80
4	ASPHALTIC CONCRETE SURFACE COURSE KC APWA 5-01	175	TONS	\$125.00	\$21,875.00	\$83.65	\$14,638.75	\$87.10	\$15,242.50	\$102.00	\$17,850.00	\$90.00	\$15,750.00	\$98.00	\$17,150.00
5	ASPHALTIC BASE COURSES KC APWA 5-01 (R&R)	17	TONS	\$150.00	\$2,550.00	\$210.98	\$3,586.66	\$200.00	\$3,400.00	\$170.00	\$2,890.00	\$260.00	\$4,420.00	\$245.00	\$4,165.00
6	6" GRANULAR SUBBASE, AB-3 COMPACTED	48	SY	\$20.00	\$960.00	\$28.00	\$1,344.00	\$15.00	\$720.00	\$21.00	\$1,008.00	\$23.00	\$1,104.00	\$43.00	\$2,064.00
7	REGRADE MANHOLES	2	EACH	\$2,000.00	\$4,000.00	\$3,360.00	\$6,720.00	\$2,170.00	\$4,340.00	\$1,800.00	\$3,600.00	\$2,375.00	\$4,750.00	\$3,800.00	\$7,600.00
8	PERMANENT PAVEMENT MARKINGS, 4" YELLOW (MULTI COMPONENT EPOXY)	312	LF	\$1.25	\$390.00	\$0.67	\$209.04	\$1.35	\$421.20	\$0.64	\$199.68	\$1.50	\$468.00	\$0.64	\$199.68
9	TRAFFIC CONTROL	1	LS	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00	\$2,275.00	\$2,275.00
Totals					\$43,899.00		\$34,876.53		\$32,319.40		\$41,488.18		\$37,424.25		\$45,347.48
Alternate BID															
#2 Ottawa Street															
Item	Description	Quantity	Units	Engineer's Estimate		McAnany		Little Joes		Amino Brothers		J M Fahey		Bowen	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	MOBILIZATION	1	LS	\$3,500.00	\$3,500.00	\$2,000.00	\$2,000.00	\$2,650.00	\$2,650.00	\$7,000.00	\$7,000.00	\$3,000.00	\$3,000.00	\$7,000.00	\$7,000.00
2	MILLING (HEADERS)	204	LF	\$8.00	\$1,632.00	\$16.80	\$3,427.20	\$6.10	\$1,244.40	\$4.90	\$999.60	\$4.25	\$867.00	\$7.00	\$1,428.00
3	MILLING (FULL WIDTH CUT)(ASPHALT)	5,773	SY	\$5.00	\$28,865.00	\$1.96	\$11,315.08	\$2.55	\$14,721.15	\$2.85	\$16,453.05	\$2.75	\$15,875.75	\$2.85	\$16,453.05
4	ASPHALTIC CONCRETE SURFACE COURSE KC APWA 5-01	628	TONS	\$125.00	\$78,500.00	\$83.65	\$52,532.20	\$87.10	\$54,698.80	\$102.00	\$64,056.00	\$90.00	\$56,520.00	\$98.00	\$61,544.00
5	ASPHALTIC BASE COURSES KC APWA 5-01 (R&R)	59	TONS	\$150.00	\$8,850.00	\$210.98	\$12,447.82	\$200.00	\$11,800.00	\$170.00	\$10,030.00	\$260.00	\$15,340.00	\$245.00	\$14,455.00
6	6" GRANULAR SUBBASE, AB-3 COMPACTED	173	SY	\$20.00	\$3,460.00	\$28.00	\$4,844.00	\$15.00	\$2,595.00	\$21.00	\$3,633.00	\$23.00	\$5,536.00	\$43.00	\$7,439.00
7	REGRADE MANHOLES	4	EACH	\$2,000.00	\$8,000.00	\$3,360.00	\$13,440.00	\$2,170.00	\$8,680.00	\$1,800.00	\$7,200.00	\$2,375.00	\$9,500.00	\$3,800.00	\$15,200.00
8	PERMANENT PAVEMENT MARKINGS, SCHOOL ZONE (MULTI COMPONENT EPOXY)	1	EACH	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	TRAFFIC CONTROL	1	LS	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$2,900.00	\$2,900.00
Totals					\$137,807.00		\$102,006.30		\$97,389.35		\$113,371.65		\$110,638.75		\$126,419.05
Alternate BID															
#3 5th and Cherokee Parking Lot															
Item	Description	Quantity	Units	Engineer's Estimate		McAnany		Little Joes		Amino Brothers		J M Fahey		Bowen	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	MOBILIZATION	1	LS	\$3,500.00	\$3,500.00	\$2,000.00	\$2,000.00	\$4,150.00	\$4,150.00	\$7,000.00	\$7,000.00	\$6,000.00	\$6,000.00	\$6,400.00	\$6,400.00
2	MILLING (FULL WIDTH CUT)(ASPHALT)	1,175	SY	\$5.00	\$5,875.00	\$1.96	\$2,303.00	\$2.55	\$2,996.25	\$2.85	\$3,348.75	\$2.75	\$3,231.25	\$2.85	\$3,348.75
3	ASPHALTIC CONCRETE SURFACE COURSE KC APWA 5-01	128	TONS	\$125.00	\$16,000.00	\$83.65	\$10,707.20	\$87.10	\$11,148.80	\$102.00	\$13,056.00	\$90.00	\$11,520.00	\$98.00	\$12,544.00
4	ASPHALTIC BASE COURSES KC APWA 5-01 (R&R)	12	TONS	\$150.00	\$1,800.00	\$210.98	\$2,531.76	\$200.00	\$2,400.00	\$170.00	\$2,040.00	\$260.00	\$3,120.00	\$245.00	\$2,940.00
5	6" GRANULAR SUBBASE, AB-3 COMPACTED	35	SY	\$20.00	\$700.00	\$28.00	\$980.00	\$15.00	\$525.00	\$21.00	\$735.00	\$23.00	\$805.00	\$43.00	\$1,505.00
6	4" CONCRETE SIDEWALK (R&R)	600	SF	\$20.00	\$12,000.00	\$16.80	\$10,080.00	\$17.00	\$10,200.00	\$24.00	\$14,400.00	\$27.00	\$16,200.00	\$15.00	\$9,000.00
7	CURB & GUTTER (24") (R&R)	96	LF	\$75.00	\$7,200.00	\$64.96	\$6,236.16	\$65.00	\$6,240.00	\$70.00	\$6,720.00	\$75.00	\$7,200.00	\$67.00	\$6,432.00
8	CONCRETE PAVEMENT (8") (R&R)	187	SY	\$200.00	\$37,400.00	\$201.60	\$37,699.20	\$164.00	\$30,668.00	\$142.00	\$26,554.00	\$131.00	\$24,497.00	\$165.00	\$30,855.00
9	PERMANENT PAVEMENT MARKINGS, 4" WHITE (MULTI COMPONENT EPOXY)	1,282	LF	\$1.25	\$1,602.50	\$0.67	\$858.94	\$1.35	\$1,730.70	\$0.64	\$820.48	\$1.50	\$1,923.00	\$0.64	\$820.48
10	PERMANENT PAVEMENT MARKINGS, HANDICAP SYMBOL (MULTI COMPONENT EPOXY)	2	EACH	\$2,000.00	\$4,000.00	\$224.00	\$448.00	\$265.00	\$530.00	\$214.00	\$428.00	\$270.00	\$540.00	\$214.00	\$428.00
11	PERMANENT PAVEMENT MARKINGS, THRU ARROW (MULTI COMPONENT EPOXY)	4	EACH	\$750.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	SIGNING	1	LS	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$1,100.00	\$1,100.00	\$2,500.00	\$2,500.00	\$1,075.00	\$1,075.00	\$2,100.00	\$2,100.00
13	TRAFFIC CONTROL	1	LS	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,300.00	\$5,300.00
Totals					\$93,577.50		\$78,344.26		\$68,538.75		\$75,602.23		\$81,111.25		\$75,273.23
TOTAL Alternates BID:					\$275,283.50		\$215,227.09		\$198,247.50		\$230,462.06		\$229,174.25		\$247,039.76



**Capital Improvements Program  
2025 - 2029  
Streets Capital Projects Fund - Annual Pavement Management Program**

**Purpose / Description:**

This allocation provides for the annual surface preservation (micro-surface/granite chip/seal, etc.), rehabilitation (mill/overlay with minor base patching), and reconstruction of the City's streets.

Comments	Source	Year	Requested	Scheduled
Street resurfacing, projects are identified annually	Sales Tax	2025	\$ 2,100,000	\$ 2,100,000
"	"	2026	2,205,000	2,205,000
"	"	2027	2,315,300	2,315,300
"	"	2028	2,431,100	2,431,100
"	"	2029	2,552,700	2,552,700
			<b>\$ 11,604,100</b>	<b>\$ 11,604,100</b>



Street	From	To
10th Avenue	Stockton	Spruce
10th Avenue	Muncie	Gatewood
Limit Street	<West side of 20th>	<East side of 20th>
Limit Street	15th	14th
Limit Street	Shrine Park	<Conc.>
Trailhead Lane	Limit	Montana
Montana Court	4th	Trailhead
Idaho Street	4th	Frontage
Frontage Road	4th	<McDonalds>
10th Street	Spruce	Sherman
10th Street	Cherokee	Shawnee
Eisenhower Road	Progress	West of 4th

Cody Park Parking Lot

Alt. #	Street	From	To
1	5th Avenue	Thornton	Doniphan
2	Ottawa Street	20th	17th
3	5th and Cherokee Parking Lot		



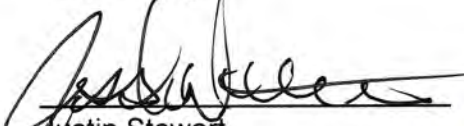
POLICY REPORT PWD NO. 25-07

2025 PAVEMENT MANAGEMENT PROGRAM  
BID PACKAGE NO. 2 – GRANITE SEAL

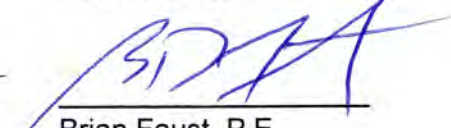
Project 2024-010

January 28, 2025

Prepared by:

  
Justin Stewart,  
Project Manager

Reviewed by:

  
Brian Faust, P.E.,  
Director of Public Works

  
Scott Peterson,  
City Manager

**ISSUE:**

Consider bids received and possible award of the 2025 Pavement Management – Granite Seal Program.

**BACKGROUND:**

On May 28, 2024, the City Commission approved a design contract with Benesch for the design of the 2025 Pavement Management Program. The streets were evaluated using both actual field observation and their Pavement Condition Index (PCI). It is important to protect streets that are in fair to good condition with a surface seal. Surface seals help preserve the pavement and extend its useful life. Applying a surface seal at the appropriate time (keeping the good roads good) is significantly less expensive than waiting until the pavement degrades further and a mill/overlay or reconstruction is required.

There are several different types of surface seals. The City has used 'pressure pave', micro-surfacing and granite seals over the last several years. The granite seals have held up, but the jury is still out on the micro-surfacing that was done in 2022 and 2023. Based on this, the City bid granite seal for 2025.

The Granite Seal Program for 2025 includes the City streets highlighted on the attached map.

Benesch prepared the project plans and the project had been advertised for bid in the Leavenworth Times and at Drexel Technologies. Bids were opened on January 16, 2025. Bid results are shown below and in the attached bid tabulation. Two companies submitted bids; however, the bid from Bettis Asphalt & Construction did not contain all of the required documentation and was not read.

Company	City	Base Bid
Vance Brothers, Inc.	Kansas City, MO	\$470,903.14
Bettis Asphalt & Construction	Topeka, Kansas	Not Read
Base Bid Engineer's Estimate		\$436,930.40

Vance Brothers Inc. was the low bidder and met all bidding requirements. Vance Brothers Inc. has completed the Asphalt Sealing Projects for the City in previous years. The prior work was completed within the required timeframe and specifications. The company has done numerous projects for other cities in Kansas and Missouri.

Work is expected to begin in March and be completed in 90 calendar days.

**POLICY:**

The City Commission generally awards a contract to the lowest bidder if the bid is less than the Engineer's estimate and whose evaluation by the City indicates that the award will be in the best interest of the City. While the bid submitted by Vance was higher than the Engineers estimate, staff feels the bid is reasonable.

**BUDGET IMPACT:**

The 2025 budget for the Pavement Management Program is \$2,100,000 (CIP Sheet attached).

2025 Granite Seal Summary:

Granite Seal Award (1/28/2025)	\$ 470,903.14
--------------------------------	---------------

2025 Mill/Overlay Cost Summary:

Mill/Overlay Award Base Bid (1/28/2025)	\$1,169,316.18
Mill/Overlay Alternates	\$ 215,227.09
Contingency (5%)	<u>\$ 69,227.00</u>
Total Mill/Overlay:	<u>\$1,453,770.27</u>

2025 Additional Costs:

Estimated Engineering for 2026 (funded in 2025)	\$ 100,000.00
---	---------------

<i>Total 2025 Estimated Costs:</i>	<i>\$2,024,673.41</i>
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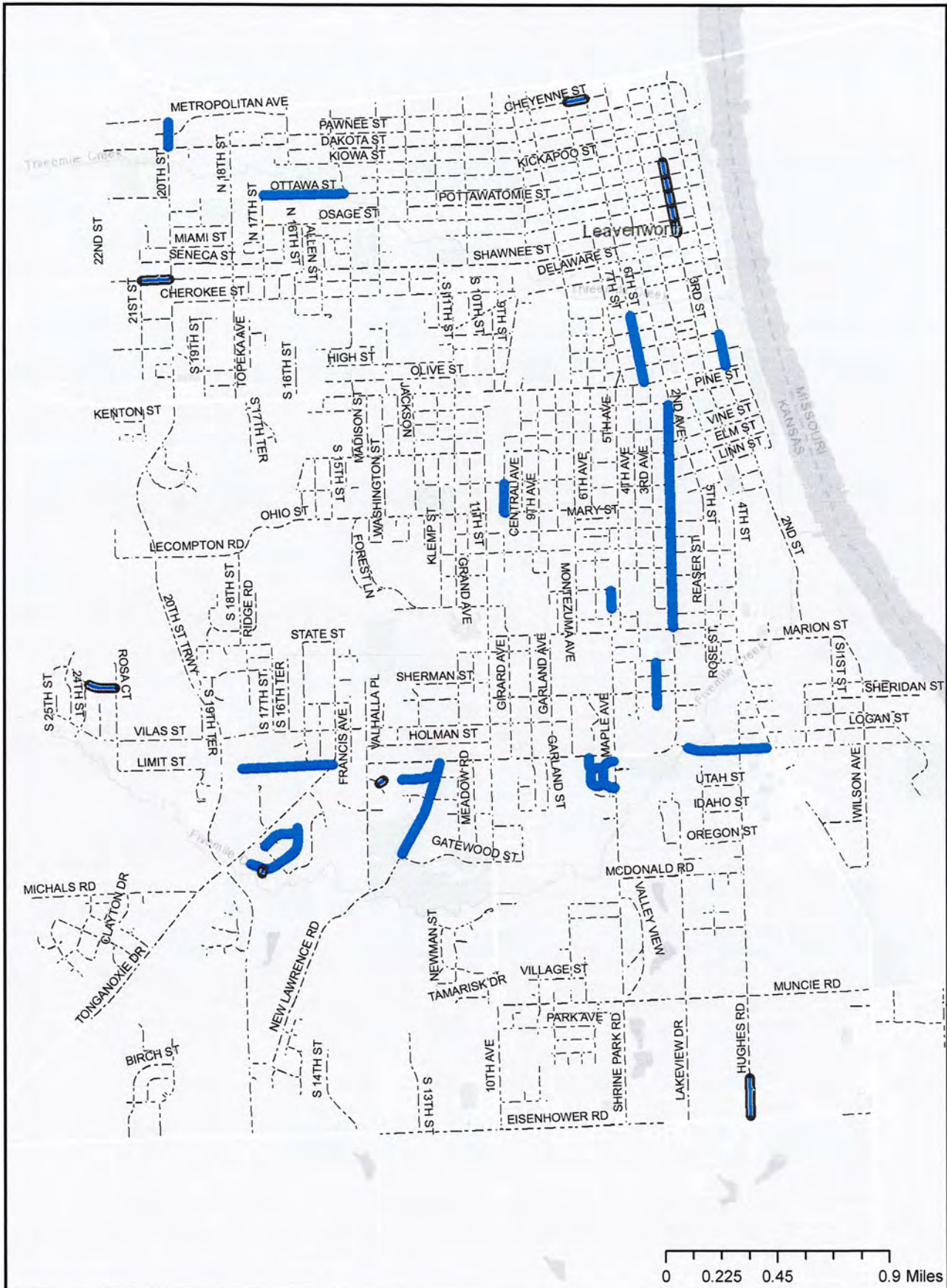
**RECOMMENDATION:**

Staff recommends that the City Commission authorize the mayor to sign a Construction Services Contract with Vance Brothers for the 2025 PMP Granite Seal Project in the amount of \$470,903.14.

**ATTACHMENTS:**

Project Street Map  
Bid Tabs  
CIP Sheet








**City of Leavenworth**  
 2025 Pavement  
 Management Lists - Granite Seal



**Project Type**

-  Granite Seal Alternate
-  Granite Seal
-  Roadway - No Identified Project



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 is strictly prohibited, except by written permission of this firm.



**CITY OF LEAVENWORTH**  
 Project No. 2024-010  
 2025 PMP Granite Seal  
 January 16, 2025

BASE BID					Engineer's Estimate		Vance Brothers	
Granite Seal					Unit Price	Extension	Unit Price	Extension
Item	Description	Unit	Quantity					
1	MOBILIZATION	1.00	LS		35,000.00	\$ 35,000.00	\$42,000.00	\$42,000.00
2	TRAFFIC CONTROL	1.00	LS		20,000.00	\$ 20,000.00	\$2,500.00	\$2,500.00
3	GRANITE SEAL	77,753.00	SY		3.00	\$ 233,259.00	\$3.45	\$268,247.85
4	ASPHALTIC CONCRETE SURFACE COURSE KC APWA 5-01	11.00	TONS		150.00	\$ 1,650.00	\$733.00	\$8,063.00
5	ASPHALTIC BASE COURSES KC APWA 5-01 (R&R)	33.00	TONS		150.00	\$ 4,950.00	\$625.00	\$20,625.00
6	6" GRANULAR SUBBASE, AB-3 COMPACTED	99.00	SY		20.00	\$ 1,980.00	\$265.00	\$26,235.00
7	PERMANENT PAVEMENT MARKINGS, 6" WHITE (MULTI COMPONENT EPOXY)	876.00	LF		10.00	\$ 8,760.00	\$2.05	\$1,795.80
8	PERMANENT PAVEMENT MARKINGS, 12" WHITE CROSSWALK (MULTI COMPONENT EPOXY)	340.00	LF		25.00	\$ 8,500.00	\$4.10	\$1,394.00
9	PERMANENT PAVEMENT MARKINGS, 4" YELLOW (MULTI COMPONENT EPOXY)	12,156.00	LF		1.50	\$ 18,234.00	\$1.40	\$17,018.40
10	PERMANENT PAVEMENT MARKINGS, 12" YELLOW (MULTI COMPONENT EPOXY)	137.00	LF		25.00	\$ 3,425.00	\$4.10	\$561.70
11	PERMANENT PAVEMENT MARKINGS, 24" WHITE (MULTI COMPONENT EPOXY)	493.00	LF		40.00	\$ 19,720.00	\$8.20	\$4,042.60
12	PERMANENT PAVEMENT MARKINGS, RIGHT TURN ARROW (MULTI COMPONENT EPOXY)	2.00	LF		750.00	\$ 1,500.00	\$236.50	\$473.00
13	PERMANENT PAVEMENT MARKINGS, LEFT TURN ARROW (MULTI COMPONENT EPOXY)	11.00	EACH		750.00	\$ 8,250.00	\$278.50	\$3,063.50
14	PERMANENT PAVEMENT MARKINGS, THRU ARROW (MULTI COMPONENT EPOXY)	2.00	EACH		750.00	\$ 1,500.00	\$278.50	\$557.00
15	PERMANENT PAVEMENT MARKINGS, SCHOOL ZONE (MULTI COMPONENT EPOXY)	4.00	EACH		2,000.00	\$ 8,000.00	\$504.00	\$2,016.00
16	1ST SWEEPING	77,753.00	SY		0.20	\$ 15,550.60	\$0.27	\$20,993.31
17	2ND SWEEPING	77,753.00	SY		0.20	\$ 15,550.60	\$0.26	\$20,215.78
18	3RD SWEEPING	77,753.00	SY		0.20	\$ 15,550.60	\$0.20	\$15,550.60
19	4TH SWEEPING	77,753.00	SY		0.20	\$ 15,550.60	\$0.20	\$15,550.60
						\$ -	\$0.00	\$0.00
						\$ -		
						\$ -		
					<b>TOTAL BASE BID:</b>	<b>\$ 436,930.40</b>		<b>\$470,903.14</b>



**Capital Improvements Program  
2025 - 2029  
Streets Capital Projects Fund - Annual Pavement Management Program**

**Purpose / Description:**

This allocation provides for the annual surface preservation (micro-surface/granite chip/seal, etc.), rehabilitation (mill/overlay with minor base patching), and reconstruction of the City's streets.

Comments	Source	Year	Requested	Scheduled
Street resurfacing, projects are identified annually	Sales Tax	2025	\$ 2,100,000	\$ 2,100,000
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"	"	2027	2,315,300	2,315,300
"	"	2028	2,431,100	2,431,100
"	"	2029	2,552,700	2,552,700
			<b>\$ 11,604,100</b>	<b>\$ 11,604,100</b>



POLICY REPORT PWD NO. 25-08

CONSIDER APPROVAL OF THE FINAL CONTRACT CHANGE ORDER  
AND ACCEPTANCE OF THE CONSTRUCTION FOR THE  
4TH STREET PROJECT FROM CHOCTAW TO SENECA RECONSTRUCTION PROJECT


PROJECT NO. 2020-939

January 28, 2025

Prepared by:

  
Mike Stephan,  
Deputy Director of Public Works

Reviewed by:

  
Brian Faust, P.E.,  
Director of Public Works

  
Scott Peterson,  
City Manager

**ISSUE:**

Consider approval of the Final Contract Change Order and acceptance of the construction for the 4th Street Project between Choctaw and Seneca.

**BACKGROUND:**

The 4th Street Improvements were originally planned as a joint City and KDOT project. Bids for the project were opened by KDOT on December 13, 2023 and the bids received were higher than both the budget and engineer's estimate. In addition to the bid cost, project inspection, anticipated change orders and future landscaping would push the project to nearly \$2 million per block. Based on direction received during the December 19, 2023 Commission work session, the City notified KDOT that we would not be moving forward with the project as designed.

City staffed worked with the design consultant, BHC, to arrive at a modified design scope for a project that would provide the needed upgrades to the street while limiting the subsurface replacement of the sanitary and storm lines. The revised scope focused on reducing all construction related costs. On January 9, 2024, the City Commission authorized the mayor to sign a re-design contract with BHC.

The revised design left the street at its current width, but provided for a mill and overlay of the pavement from Choctaw to Seneca along with reconstruction of the Cherokee, Delaware and Shawnee intersections. ADA upgrades at all intersections within the project boundaries were made and the pavement was striped for three lanes as per the original design.

On June 11, 2024, the City Commission approved a contract with Linaweaver Construction, Inc. for the 4th Street Project between Choctaw and Seneca.

Construction began on July 9, 2024 and was substantially complete on November 15, 2024 (minus the traffic signals). The street was opened for traffic on November 15, 2024 with unrestricted flow on 4th Street and stop signs controlling cross-street traffic movements. Traffic signals were put into operation on December 23, 2024. The contractor is working to make final timing adjustments.

Since this was no longer a KDOT project, City staff was able to provide construction inspection. If our consultant had provided the inspection, their quote was \$279,000.



**BUDGET IMPACT:**

The initial purchase order for construction of this project (June 11, 2024) was \$3,145,630. The City realized that a project of this magnitude through our downtown would likely run into significant unforeseen issues. As a result, the City Commission authorized the City Manager to approve change orders up to \$315,000 or 10% of the original bid amount.

During the course of the project, numerous challenges arose. These challenges included voids under the driving surface and around manholes, stairs and below grade store fronts as well as significantly more concrete driving surface that needed to be removed and replaced. While staff knew we would find things that hadn't been accounted for, the amount of additional work was above the 10% of the original bid amount.



**List of Work Additions and Reductions:**

• Line Item Over-runs (Additional Costs)	+ \$259,902.25
○ Adjusted Line Items reflect quantity that was actually constructed.	
• Line Item Under-runs (Saving Costs)	- \$294,483.35
○ Adjusted Line Items reflect quantity that was actually constructed.	
• Project Change Orders (Additional Costs)	+ \$497,698.93
○ Changes in construction not addressed on the plans.	
• Previously approved by the City Manager Change Order	- \$ 32,375.07
○ Authorized so Pay App #5 could be paid to the Contractor	
• Final Change Order	<u>\$430,742.07</u>

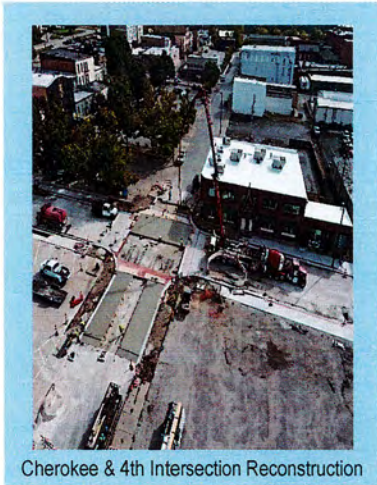
The net impact of all the increases and decreases for this project is \$463,117.83, or 14.72% over the original bid. The City Manager did approve a change order for \$32,375.07 during the project to allow payment to the contractor.

The revised project total is \$3,608,747.83. The final change order being presented to the City Commission is for \$430,742.07. This will allow the final Pay Applications to be processed. The City will continue to withhold retainage until traffic signals are fully operational.

**POLICY:**

The City Commission reviews change orders above amounts previously authorized. In addition, the City Commission usually makes a formal acceptance of construction projects of this type and magnitude. Once a project is accepted, the City issues a Notice of Acceptance that starts the 2-year warranty period.





Cherokee & 4th Intersection Reconstruction



Cherokee & 4th Intersection



Delaware & 4th Intersection



Shawnee & 4th Intersection



Delaware & 4th Intersection

**RECOMMENDATION:**

Staff recommends that the City Commission approve the Final Change Order for the 4th Street Project (Choctaw to Seneca) in the amount of \$430,742.07 and grant acceptance of the project. (Final Notice of Acceptance will only be issued to the contractor upon fully operational traffic signals).

**ATTACHMENTS:**

Final Change Order Request Form & Supporting Docs



**CHANGE ORDER REQUEST**

Instructions:

**Change Orders on Purchase Orders may be approved by the City Manager for amounts up to \$50,000 not to exceed a 20% overall change  
Change Orders exceeding \$50,000 or 20% of total cost require City Commission approval**

Requesting Departments will complete this form by listing the specific changes requested and noting the overall price changes  
Change Orders require approval from Requesting Department Director, Finance Director, and the City Manager

**SECTION I**

1. PROJECT NAME	2. PURCHASE ORDER NUMBER
4th Street Downtown Project	20240083
3. VENDOR:	4. DATE OF REQUEST
Linaweaver Construction	1-13-25

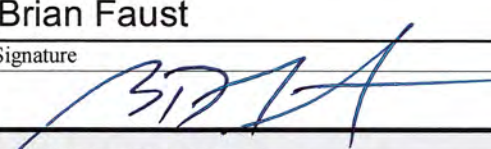
5. DESCRIPTION OF REQUESTED CHANGES

Over-run/under-run on various Line Items and on-site changes resulting in additional costs. The total project change order is \$463,117.83 over original contract purchase order. The City Manager previously signed off on a change order of \$32,375.76, Balance \$430,742.07

**SECTION II**

6a. ITEM NAME AND DESCRIPTION OF CHANGE	6b. ORIGINAL AMOUNT	6c. NEW AMOUNT
<b>Change Order dated 12-17-24 of \$32,375. (previously approved by City Manager)</b>	\$3,145,630.00	\$3,178,005.76
<b>Final Change Order dated 1-13-25 (presented to the City Commission)</b>	\$3,178,005.76	\$3,608,747.83
<b>This Final Change Order of \$430,742.07 for City Commission approval. (Total over Orig Contract is 14.72%)</b>		
	7a. ORIGINAL TOTAL	7b. NEW TOTAL
	\$3,145,630.00	\$3,608,747.83

**SECTION III**

8a. REQUESTED BY (print name)	Title
Mike Stephan	Deputy Dir of Public Works
Signature	Date
8b. APPROVED BY (print name)	Title
Brian Faust	Director of Public Works
Signature	Date
	1/23/2025
8c. APPROVED BY (print name)	Title
Scott Peterson	City Manager
Signature	Date



**Project No. 2020-939**  
**4th Street Downtown Project**  
**Contractor: Linaweaver Construction**  
**Design Firm: BHC**  
**Inspection Firm: City of Leavenworth**

**Proposed Project Cost: \$3,145,630.00 (PO No. 20240083)**  
 \$315,000.00 (Per Policy Report 24-28, City Manager CO Approval)

No.	Date	Pay App No.	Approved	P.O. No.	Billed	Retainage	Total Paid
1	7/22/2024	# 1	7/25/2024	20240083	\$128,750.00	\$12,875.00	\$115,875.00
2	8/20/2024	#2	8/20/2024	20240083	\$492,603.00	\$49,260.30	\$443,342.70
3	9/20/24	#3	9/24/2024	20240083	\$1,539,278.31	\$153,927.83	\$1,385,350.48
4	10/21/24	#4	11/20/2024	20240083	\$718,049.86	\$71,805.00	\$646,244.86
5	11/28/24	#5	12/13/2024	20240083	\$652,436.36	\$65,243.64	\$587,192.72
6	12/23/24	#6	1/13/2025	20240083	\$77,630.30	\$7,763.03	\$69,867.27
7	12/23/24	#7-Final Ret.	1/13/2025	20240083	\$360,874.80	\$0.00	\$360,874.80
8						\$0.00	\$0.00
9						\$0.00	\$0.00
10						\$0.00	\$0.00
11						\$0.00	\$0.00
12						\$0.00	\$0.00
13						\$0.00	\$0.00
14						\$0.00	\$0.00
15						\$0.00	\$0.00
<b>Totals:</b>					<b>\$3,969,622.63</b>	<b>\$360,874.80</b>	<b>\$3,608,747.83</b>

<b>Contract Amount:</b>	<b>\$3,145,630.00</b>
<b>Total Paid:</b>	<b>\$3,608,747.83</b>
<b>Balance:</b>	<b>-\$463,117.83</b>
<b>Total Change Order over the Original Contract:</b>	<b>-\$463,117.83</b>
<b>CO Previously Approved per Policy Report 24-28 by City Manager:</b>	<b>-\$32,375.76</b>
<b>CO to Commission (if "-"):</b>	<b>-\$430,742.07</b>

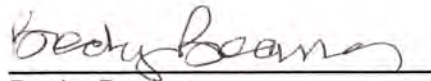


POLICY REPORT NO. PWD 25-04

CONSIDER AWARD OF FRONT-END RUBBER TIRE LOADER  
SOLID WASTE DIVISION

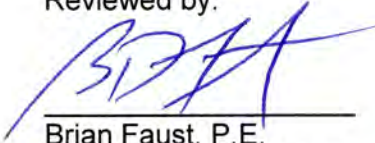
January 28, 2025

Prepared by:



Becky Beaver,  
Assist. Superintendent Operations

Reviewed by:



Brian Faust, P.E.  
Director of Public Works



Scott Peterson,  
City Manager

**ISSUE:**

Consider the approval of the cooperative purchasing bid through Sourcewell from Foley Equipment for the purchase of a 2025 926-14 Wheel Loader in the amount of \$213,155.

**BACKGROUND:**

In the 2025 CIP, the Solid Waste Division budgeted \$214,000 for a front-end rubber tire loader to replace the 2001 loader currently in use. The loader is used at the brush site to move debris and turn materials for compost, loading de-icing material during winter events, picking up and moving piping and inlet structures along with numerous other uses.

The City typically uses cooperative purchasing, if possible, when procuring equipment. Sourcewell develops RFPs for national, competitive solicitations that meet or exceed local requirements. It has the benefit of reducing administrative costs, eliminating duplication of effort and lowering prices.

The bid from Foley includes a 12-month, unlimited hours standard warranty. The bid also includes an extended 60-month, 5,000-hour (includes power train, hydraulic, technician and travel) warranty.

**BUDGET IMPACT:**

The 2025 CIP included funding in the amount of \$214,000 for a new rubber tire loader. The extended warranty cost of \$6,272 puts the total cost at \$213,155, which is under budget. Staff plans to keep the existing equipment to load salt as it has already rusted to the point where it is of little to no resale value.

**STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve the purchase of a 2025 926-14 Wheel Loader for \$213,155 from Foley Equipment, 5701 E. 87th St, Kansas City, MO 64132.

**ATTACHMENTS:**

2025 CIP Sheet  
Pictures of 2001 Loader  
Cooperative Purchasing Request Form  
Quote from Foley Equipment

**Capital Improvements Program  
2025 - 2029  
Refuse Fund - Front Loader**

**Purpose / Description:**

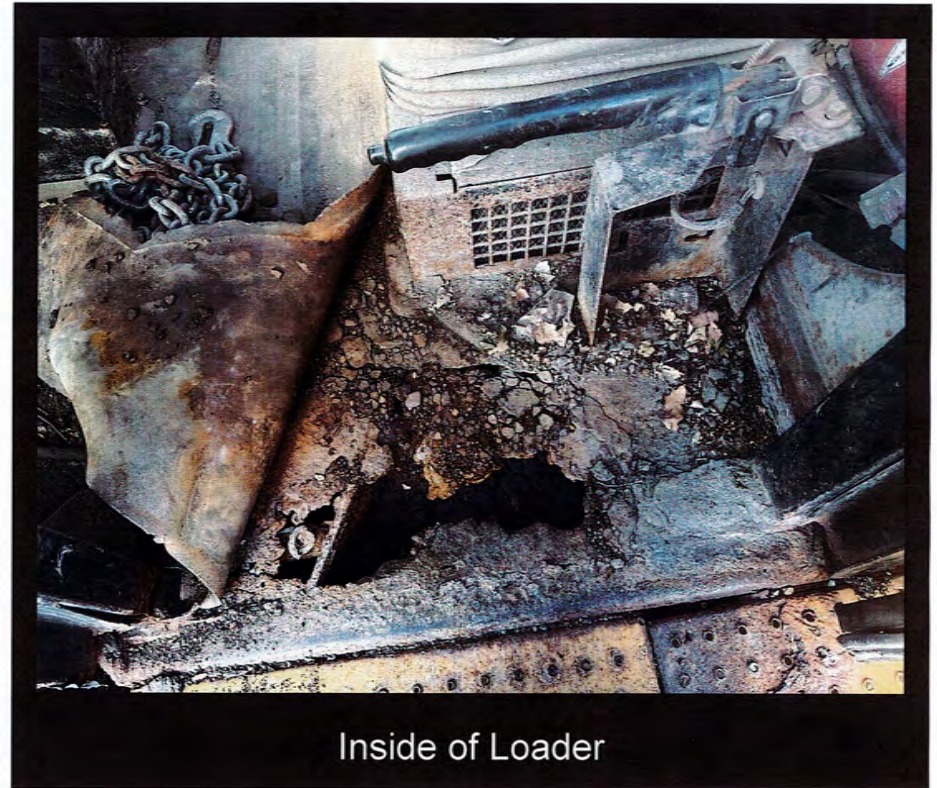
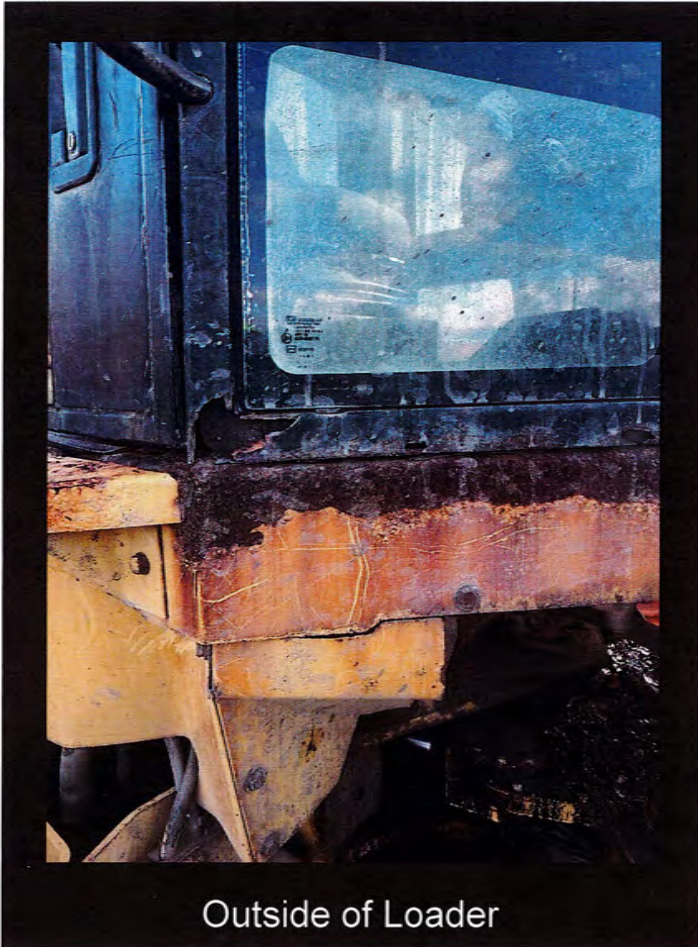
This allocation provides for the purchase of a front-end loader. This equipment would serve multiple uses for the Solid Waste Department as well as other departments within the City. It will replace a piece of equipment that has reached the end of its useful life.

Comments	Source	Year	Requested	Scheduled
Purchase of new front-loader for multiple uses	Refuse Fund Operating Budget	2025	\$ 214,000	\$ 214,000
		2026	-	-
		2027	-	-
		2028	-	-
		2029	-	-





No. 25-04 Consider Award of Front-End Rubber Tire Loader - Solid Waste Division



**COOPERATIVE PURCHASING REQUEST**

**Instructions:**

Cooperative Purchasing provides an opportunity for two or more entities to combine together for the purchase of goods and/or services from a single vendor contract. Cooperative Purchasing is exempted from the competitive bidding requirements. Section II must include the reason Cooperating Purchasing is in the best interest of the City for request.

**All Requests must be reviewed and endorsed by Dept Directors, reviewed by the Finance Dept, and be approved by the City Manager**

**SECTION I**

1. REQUESTING DEPARTMENT		2. PERSON SUBMITTING REQUEST			
Public Works - Solid Waste		Becky Beaver			
3. VENDOR	4. AMOUNT	5. REQUEST FOR:	GOODS	<input checked="" type="checkbox"/>	SERVICE
Foley Equipment	\$219,951.00				
6. DESCRIPTION OF REQUIREMENT					
2025 926-14 Wheel Loader					

**SECTION II**

7. EXPLANATION AND JUSTIFICATION FOR COOPERATIVE PURCHASING REQUEST.

Significant cost savings. Average price for a Wheel Loader is \$300,000. By using Sourcewell that price is reduced by 24%.

**SECTION III**

8a. REQUESTED BY (print name)		Title
Becky Beaver		Asst. Superintendent of Operations
Signature		Date
8b. APPROVED BY (print name)		Department Director
Brian Faust		Public Works
Signature		Date
		12/12/2024
8c. APPROVED BY (print name)		Finance Director
Signature		Date
8c. APPROVED BY (print name)		City Manager
Signature		Date





Quote 210298-02

Jan 07, 2025

CITY OF LEAVENWORTH  
100 N 5TH ST  
LEAVENWORTH  
Kansas  
66048-1970

Attention: BECKY BEAVER

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

Caterpillar Model: 926-14 WheelLoaders

**STOCK NUMBER:** XGN0682

**SERIAL NUMBER:** 0K8E01116

**YEAR:** 2025

**SMU:** 5

We wish to thank you for the opportunity of quoting on your equipment needs. This quote is contingent upon Customer's acceptance of Foley's standard terms and conditions. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Matt Schuster

Regional Sales Representative

## Caterpillar Model: 926-14 WheelLoaders

### STANDARD EQUIPMENT

**POWERTRAIN**, Cat C7.1 ACERT engine, -Auto Idle shut down feature, -Auto Engine RPM, -Power modes (Standard and Performance), -Power by range (High power in range 4), -Tier 4 final/Stage V compliant, -Turbocharged and aftercooled, -Filtered crankcase breather, -Diesel particulate filter, -Selective catalyst reduction, Dry type air cleaner, Coolant protection to -34C (-29F), Fuel priming pump, automatic, Fuel Water separator, Differential lock in front axle, Axle seal guards, Enclosed wet disc full hydraulic brakes, Parking brake, electric, Lubed for life driveshafts, Hydrostatic transmission with electronic control, -Operator modes (TC, Hystat, Single Pedal, and Ice), -Directional shift aggressiveness (Fast, Medium, Slow), -Auto Rimpull control, adjust wheel, torque, -Creeper control, adjust ground speed, Single plane cooling package wide 6 fins, per inch density, Hydraulically driven demand cooling fan, S-O-S port, engine, coolant, transmission, oil,

**HYDRAULICS**, Automatic lift and bucket kickouts, adjustable in-cab, Bucket and fork modes, adjustable in-cab, Cylinder damping at kickout and, mechanical end stops, Fine mode control (fast, medium, slow), in Fork Mode, Hydraulic response setting (fast, medium, slow), Hydraulic diagnostic connectors and, S-O-S ports, Hydraulic sight gauge, visible, Load sensing hydraulics and steering, Seat mounted hydraulic joystick controls, Cat Payload 250 hours of Demo,

**ELECTRICAL**, Alternator, 115-amp, heavy duty, 12V power supply in cab (2), Batteries, 1,000 CCA (2) 24 volt system, disconnect switch, Back up alarm, Emergency shutdown switch, LED rear stop and turn lights, Heavy duty gear reduction starter, Product Link, Remote jump start post, Resettable main and critical function, breakers, Rooding lights front and rear,

**OPERATOR ENVIRONMENT**, 75 mm (3 in) retractable seatbelt, Automatic temperature control, Cab, enclosed ROPS/FOPS pressurized, and sound suppressed, Push to Start, 8 Inch Touch Screen, Jog Dial with Screen Control, Programmable Joystick, Cup holders, External mirrors with lower, parabolic, Ground level cab door release, Hydraulic control lockout, Interior cab lighting, door, Lunch box storage, Operator warning system indicators, Radio ready speakers, Rear window defrost, electric, Seat mounted electronic implement, controls, adjustable, Sliding glass on the side windows, Column mounted multi function control, -lights, wipers, turn signal, Suspension seat, fabric, Tilt steering wheel, Tinted front glass, Wet arm wiper/washer, 2-speed and, intermittent, front, Wet arm wiper washer, rear, Mounting Provision, Gauges, -Digital hour meter, odometer and, tachometer, -Digital ground speedometer and, direction indicator, -Engine coolant temperature gauge, -Fuel and diesel exhaust fluid level, indicator, -Hydraulic oil temperature gauge,

**OTHER STANDARD EQUIPMENT**, Large-access enclosure doors with, adjustable close/open force, Parallel lift loader linkage, Recovery hitch with pin, Remote mounted lubrication points, Vandalism protection-, lockable compartments, 1000 hour Service Intervals, (after initial 500),



## MACHINE SPECIFICATIONS

Description	Reference No
926 14A WHEEL LOADER	579-7700
CHASSIS AR-926	579-7704
ELECTRICAL AR	579-7708
HYDRAULIC AR	579-7709
POWER TRAIN AR	593-8990
INSTALLATION AR	593-8998
ELECTRONICS AR-M	595-9693
HYDRAULIC OIL, STANDARD	619-8443
LINES, AUX 3RD, STD LIFT	530-1623
CTWT, STD, 538LBS, 2PCS	376-0502
JUMPER LINES, NONE	536-5339
HYDRAULICS, STANDARD, SL	536-5281
SERIALIZED TECHNICAL MEDIA KIT	421-8926
DIFFERENTIAL,LIMITED SLIP REAR	333-6527
LIGHTS, ROADING, HALOGEN, RH	633-0624
TIRES, 20.5R25 TI MXL * L3	376-0828
TOOLBOX AUX, NONE	519-8081
JOYSTICK 3V, STEERING WHEEL	593-8916
ENVIRONMENT, STANDARD	579-7720
AIR CONDITIONING, R134A REF	579-7735
PUSH START, PASSCODE SECURITY	579-7738
PRODUCT LINK, CELLULAR PLE643	573-8455
FENDERS, STANDARD	593-8950
RIDE CONTROL	579-7697
MIRRORS, INTERNAL 1X REAR VIEW	596-5866
CAB, STANDARD	578-1363
MIRROR, HEAT ONLY	578-1408
CAMERA, REAR VIEW	579-7761
LIGHTS, STD, LED	590-8869
STANDARD RADIO (12V)	590-8872
PREP PACK, UNITED STATES	593-8900
SEAT, DELUXE, TILT AND TELE	593-8962
ENGINE	593-8993
WINDSHIELD ACCESS STEPS, NONE	612-1012
BEACON, WARNING, STROBE, AMBER	600-3781
STEERING WHEEL, STANDARD	579-7716
STANDARD LIFT, COUPLER READY	593-8911
HYDRAULICS, 3V	593-8913
WEATHER, COLD START 120V	611-3021
FILM GP, WARNING, PL, ANSI	638-5475
HOLDER,CELL PHONE	643-0105
SHIPPING/STORAGE PROTECTION	0P-2266
PACK, DOMESTIC TRUCK	0P-0210
PACK, PHYTO-SANITARY WOOD	0G-8010
CERTIFICATE OF ORIGIN, ENGL	0G-6022
2025 MODEL	
QUICK COUPLER - XGN03521	XGN0-3521

**Description**

BK26MF35GP - XGN00005

**Reference No**

3452427



SELL PRICE	\$300,619.00
EXT WARRANTY	\$6,272.00
CSA	\$800.00
SOURCEWELL DISCOUNT 24% OF LIST	(\$72,150.00)
CUSTOMER LOYALTY DISCOUNT	(\$24,926.00)
<b>NET BALANCE DUE</b>	<b>\$210,615.00</b>
PDI/MAKE READY	\$1,540.00
FREIGHT TO CUSTOMER	\$1,000.00
<b>PLUS APPLICABLE TAXES CALCULATED AT DELIVERY</b>	<b>\$213,155.00</b>

**WARRANTY**

Standard Warranty: 12 months unlimited hours  
 Extended Warranty: Power Train + Hydraulic + tech + travel 60month/5000hours  
 CSA CVA BASIC NO OIL 1000 HOURS/2 YEAR

**F.O.B./TERMS**

Wichita, KS

Accepted by \_\_\_\_\_ on \_\_\_\_\_


\_\_\_\_\_  
 Signature

POLICY REPORT NO. PWD 25-05


CONSIDER AWARD OF COMPACT TRACK LOADER  
STREET DIVISION


January 28, 2025

Prepared by:

  
Becky Beaver,  
Assist. Superintendent Operations

Reviewed by:

  
Brian Faust, P.E.  
Director of Public Works

  
Scott Peterson,  
City Manager

**ISSUE:**

Consider the approval of the cooperative purchasing bid through Sourcewell from Foley Equipment for the purchase of a 2025 265-05X2C Compact Track Loader in the amount of \$89,617.

**BACKGROUND:**

In the 2025 CIP, the Street Division budgeted \$89,000 for a compact track loader that will replace the 2008 loader currently in use. The track loader (skid loader) is a piece of equipment that is used frequently to assist in moving materials, loading and placing hot asphalt, milling asphalt pavement, sweeping and using with the 2024 Pavijet.

The City typically uses cooperative purchasing, if possible, when procuring equipment. Sourcewell develops RFPs for national, competitive solicitations that meet or exceed local requirements. It has the benefit of reducing administrative costs, eliminating duplication of effort and lowering prices.

The bid from Foley includes a 24-month, 2,000-hour standard warranty. The bid also includes an extended 48-month, 2,000-hour (includes powertrain, hydraulic, technician and travel) warranty.

**BUDGET IMPACT:**

The 2025 CIP included funding in the amount of \$89,000 for a new compact skid loader. With the extended warranty, the total cost is \$89,617 (\$617 over the CIP amount). Staff's plan is to sell the 2008 loader on the Purple Wave auction site.

**STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve the purchase of a 2025 265-05X2C Compact Track Loader for \$89,617 from Foley Equipment, 5701 E. 87th Street, Kansas City, MO 64132.

**ATTACHMENTS:**

2025 CIP Sheet  
Cooperative Purchase Form  
Quote from Foley Equipment



**Capital Improvements Program  
2025 - 2029  
Public Works - Street Equipment Replacement**

**Purpose / Description:**

This allocation provides funding for the scheduled replacement of several pieces of streets equipment through 2029 in accordance with our Vehicle and Equipment Replacement Policy (VERP). The Public Works department plans for a 10-14 year lifespan for most Streets equipment in an attempt to provide consistency and predictability for the budget.

Comments	Source	Year	Requested	Scheduled
1635 gal. Brine Sprayer	"	2025	16,000	16,000
Replace 2008 Compact Track Loader	"	2025	89,000	89,000
Replace - 2011 International Dump Truck (asset 3324)	"	2026	200,000	200,000
Replace - 2010 Freightliner Dump Truck (asset 3326)	"	2027	200,000	200,000
Replace - 2017 Doosan Rubber Tire Loader (asset 102)	"	2027	275,000	275,000
Replace - 2017 Atlas CC1300 Roller (asset 164)	"	2027	40,000	40,000
Replace - 2015 Freightliner Dump Truck (asset 3331)	"	2028	225,000	225,000
Replace - 2027 Ford F-550 Dump Truck (asset 3323)	"	2028	100,000	100,000
Replace - 2014 International Dump Truck (asset 3328)	"	2028	225,000	225,000
Replace - 2015 Ford F-550 Dump Truck (asset 3321)	"	2029	100,000	100,000
Replace - 2009 Elgin Street Sweeper	"	2029	295,000	-
New Service Truck			150,000	-
			<b>\$ 1,915,000</b>	<b>\$ 1,470,000</b>



**COOPERATIVE PURCHASING REQUEST**

**Instructions:**

Cooperative Purchasing provides an opportunity for two or more entities to combine together for the purchase of goods and/or services from a single vendor contract. Cooperative Purchasing is exempted from the competitive bidding requirements. Section II must include the reason Cooperating Purchasing is in the best interest of the City for request.

**All Requests must be reviewed and endorsed by Dept Directors, reviewed by the Finance Dept, and be approved by the City Manager**

**SECTION I**

1. REQUESTING DEPARTMENT		2. PERSON SUBMITTING REQUEST			
Public Works - Streets		Becky Beaver			
3. VENDOR	4. AMOUNT	5. REQUEST FOR:	GOODS	<input checked="" type="checkbox"/>	SERVICE
Foley Equipment	\$89,617.00				
6. DESCRIPTION OF REQUIREMENT					
2025 265-05X2C Compact Track Loader					

**SECTION II**

7. EXPLANATION AND JUSTIFICATION FOR COOPERATIVE PURCHASING REQUEST.

Significant cost savings. Average price for a Compact Track Loader is \$120,000. By using Sourcwell that price is reduced by 21%.

**SECTION III**

8a. REQUESTED BY (print name)		Title
Becky Beaver		Asst. Superintendent of Operations
Signature		Date
8b. APPROVED BY (print name)		Department Director
Brian Faust		Public Works
Signature		Date
		12/11/2024
8c. APPROVED BY (print name)		Finance Director
Signature		Date
8c. APPROVED BY (print name)		City Manager
Signature		Date





Quote 210609-02

Jan 07, 2025

CITY OF LEAVENWORTH  
100 N 5TH ST  
LEAVENWORTH  
Kansas  
66048-1970

Attention: BECKY BEAVER

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

Caterpillar Model: 265-05X2C Compact Track Loader

**STOCK NUMBER:** XGN5557

**SERIAL NUMBER:** 0KR404768

**YEAR:** 2025

**SMU:** 3.80

We wish to thank you for the opportunity of quoting on your equipment needs. This quote is contingent upon Customer's acceptance of Foley's standard terms and conditions. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Matt Schuster

Regional Sales Representative

## Caterpillar Model: 265-05X2C Compact Track Loader

### STANDARD EQUIPMENT

**POWERTRAIN**, Cat C2.8TA turbocharged, aftercooled, diesel engine, -Gross horsepower per ISO 14396, 74.2 hp (55.3 kW), -Glow plugs starting aid, -Liquid cooled, direct injection, Air cleaner, dual element, radial seal, S-O-S sampling valve, hydraulic oil, Ecology drain - coolant, Filter, hydraulic supply, cartridge type, Filter, hydraulic return, cartridge type, Filter, canister type, engine oil, Filter, canister type, fuel, and water separator, Radiator / hydraulic oil, cooler (side-by-side), Spring applied, hydraulically released,, parking brakes, Hydrostatic transmission, Lockable fuel cap, Auto engine idle,

**UNDERCARRIAGE**, Torsion Suspension (4 independent, torsion axles), Two speed travel, Integrated tie downs on track, frame (4),

**HYDRAULICS**, Selectable control pattern - ISO or H, Electro/hydraulic implement control, Electro/hydraulic hydrostatic, transmission control, Speed sensor guarding, Heavy duty flat faced quick disconnects, with integrated pressure release lever,

**ELECTRICAL**, Work Tool Electrical Harness, Heavy duty battery, -includes battery disconnect with, lockout feature, 12 volt electrical system, 85 ampere alternator, LED work lights, Auto reverse lights, Switch backlighting, Interior LED dome light, Backup alarm, Electrical outlet, beacon, Courtesy lighting, exterior, Automatic Work light notification flash, when parking brake is released,

**OPERATOR ENVIRONMENT**, Operator warning system indicators:, -Air filter restriction, -Alternator output, -Armrest raised / operator out of seat, -Engine coolant temperature, -Engine oil pressure, -Glow plug activation, -Hydraulic supply filter restriction, -Hydraulic oil temperature, -Park brake engages, -Engine emission system, (where applicable), Control interlock system, when operator, leaves seat or armrest raised:, -Hydraulic system disables, -Hydrostatic transmission disables, -Parking brake engages, ROPS cab, tilt up, FOPS, Level I, Color LCD monitor:, -Creep speed control, -Drive response adjustment, -Implement response adjustment, -Drive Power Priority adjustment, -Language selection (x32), -Date, Time, Units, and brightness, settings, -Multi-operator Anti-theft Security, System & Monitoring, -Maintenance schedule and reminders, -Event and Diagnostic Code monitoring, -Smart Technology, enables use of, Smart Attachments, Gauges: fuel level, hour meter,, hydraulic temperature, battery, voltage, tachometer., Cell Phone Storage Pocket, Cup Holder, Ergonomic contoured armrest, Independently adjustable, seat, mounted joystick controls., Top and rear windows, Floor mat, Headliner, Interior rear view mirror, Horn, Hand (dial) throttle, electronic, 12 volt power port, Rear window breaker hammer,

**FRAMES**, Lift linkage, vertical path, Chassis, one piece welded, Machine tie down points (9), Removable panels for machine, frame cleanout, Support, lift arm, Steel rear and front bumpers, welded, Fuel fill, machine right hand side

**OTHER STANDARD EQUIPMENT**, Steel engine door with replaceable, louvers, Engine door - lockable, Extended life antifreeze (-37C, -34F), Work tool attachment coupler, Hydraulic oil level sight gauge, Radiator coolant level sight gauge, Radiator expansion bottle, Cat ToughGuard™ hose, Hydraulic demand cooling fan



## MACHINE SPECIFICATIONS

Description	Reference No
265 CTL DCA6B	651-8308
2025 MODEL	
265 05A COMPACT TRACK LOADER	586-0268
CAB PACKAGE, ULTRA	651-8314
HYDRAULICS, PERFORMANCE, (HP3)	586-0014
IDLER WHEELS, TRIPLE FLANGE	642-3007
WORKLIGHTS,LED,FRONT/REAR/SIDE	579-2311
COMFORT PKG, ENCLOSED CAB,HVAC	585-9837
SEAT,AIR SUSPENSION,HEAT/VENT	585-9588
PACKAGE, TECHNOLOGY (T5)	607-8408
FAN, COOLING, DEMAND	586-0167
COUPLER, HYDRAULIC, SELF LEVEL	586-0041
HOSE GUIDE, ATTACHMENT	640-5405
RIDE CONTROL, NONE	592-6357
REAR LIGHTS	579-2312
SEAT BELT, 2"	613-1924
DOOR, CAB, POLYCARBONATE	593-7244
HEATER, ENGINE COOLANT, 120V	594-2212
CERTIFICATION ARR, P65	643-7208
GUARDING / SEALING PKG, (HD1)	586-0093
TRACK,RUBBER,450MM(17.7IN)BLCK	596-4432
FUEL, ELECTRIC PRIMING	606-6585
INTEGRATED RADIO	651-8586
PRODUCT LINK, CELLULAR PLE643	652-8377
INSTRUCTIONS, ANSI, USA	585-9582
SERIALIZED TECHNICAL MEDIA KIT	421-8926
COUNTERWEIGHT,MACHINE,EXTERNAL	585-9676
SHIPPING/STORAGE PROTECTION	643-1300
PACK, DOMESTIC TRUCK	0P-0210
BKSSLGP80T - WGN03033	0P0096

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SELL PRICE	\$124,078.00
EXT WARRANTY	\$2,675.00
CSA	\$500.00
SOURCEWELL DISCOUNT 21% OF LIST	(\$26,230.00)
CUSTOMER LOYALTY DISCOUNT	(\$12,229.00)
<b>NET BALANCE DUE</b>	<b>\$88,794.00</b>
PDI/MAKE READY	\$823.00
<b>PLUS APPLICABLE TAXES CALCULATED AT DELIVERY</b>	<b>\$89,617.00</b>

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**WARRANTY**

Standard Warranty: 24 Month 2000 Hour Premier  
 Extended Warranty: 48 MO/2000 HR POWERTRAIN + HYDRAULICS + TECH + Travel  
 CSA CVA 24month 1000 hours Basic no oil

**F.O.B/TERMS**

Wichita, KS

Accepted by \_\_\_\_\_ on \_\_\_\_\_

\_\_\_\_\_  
 Signature