

**CITY OF WEST LIBERTY, IOWA  
NOTICE OF CALL OF PUBLIC MEETING**

GOVERNMENTAL BODY: CITY COUNCIL  
DATE OF MEETING: TUESDAY, DECEMBER 03, 2019  
TIME OF MEETING: REGULAR MEETING 7:30 P.M.  
PLACE OF MEETING: WALDO C. MYERS MUNICIPAL BUILDING  
WILLIAM M. PHELPS COUNCIL CHAMBERS  
101 WEST FOURTH STREET

**PUBLIC NOTICE IS HEREBY GIVEN:**

THAT THE ABOVE-MENTIONED GOVERNMENTAL BODY WILL HOLD A REGULAR MEETING AT THE DATE, TIME AND PLACE ABOVE SET OUT. THE TENTATIVE AGENDA FOR SAID MEETING IS AS FOLLOWS:

**I. CALL TO ORDER - ROLL CALL**

**II. CONSENT AGENDA**

1. Regular Council Meeting Minutes November 17, 2019
2. City Clerk/Treasurer Report October 2019

**III. PAYMENTS/EXPENDITURES**

1. Vendor/Voucher Claims List #1 in the Amount of \$ 294,916.64 (Consent Vote)

**IV. LIQUOR LICENSES AND/OR BEER PERMITS**

1. Class C Liquor License for El Patio (Consent Vote)
2. Class E Liquor License for Thoma Market, LLC d/b/a Jeff's Market (Consent Vote)

**V. PUBLIC COMMENTS AND/OR CORRESPONDENCE**

**VI. CITY BOARDS/COMMISSIONS AND COMMITTEE REPORTS**

**VII. RESOLUTIONS AND/OR ORDINANCES**

1. Resolution No. 20191203-20 A Resolution to approve Change Order #1 in the credit amount of \$600.00 and final project completion date November 27, 2019 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project with Lansing Brothers Construction CO. INC (Roll Call Vote)
2. Resolution No. 20191203-21 A Resolution to approve Change Order #2 in the amount of \$6,938.00 and final project completion date January 31, 2020 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project with Lansing Brothers Construction CO. INC (Roll Call Vote)
3. Resolution No. 20191203-22 A Resolution to approve Pay Estimate #1 in the amount of \$54,957.50 with Lansing Brothers CO. INC.(Roll Call Vote)

**VIII. OTHER COUNCIL BUSINESS**

1. Appointment of Interim City Manager with Stipend Pay (Consent Vote)
2. Engineer Update
  - 115 E 3<sup>rd</sup> Street (Consent Vote)
3. Naming the Official Newspaper(s) of the City of West Liberty, Iowa for 2020 (Consent Vote)
4. Set the Date for Work Session for December 17, 2019 at 6:30 p.m. (Consent Vote)
5. Set the Date for Public Hearing December 17, 2019 to Amend City Ordinance Title 2; Chapter 4: Section 3 Qualifications of Trustee Amending Library Board of Trustees Residency Requirements to

Amended 4:02PM

live within West Liberty Community School District, Muscatine County. (Consent Vote)

6. Set the Date for Public Hearing December 17, 2019 to Amend City Ordinance Title 1; Chapter 6: Section 5 Officers and Employees by Amending Surety Bond Requirements with Liability Insurance Coverage. (Consent Vote)
7. Set Budget Work Session for January 21, 2020 at 6:00pm (Consent Vote)
8. Set Budget Work Session for February 4, 2020 at 6:30pm (Consent Vote)
9. Miscellaneous Business

**ADJOURNMENT**

**RESOLUTION NO. 20191203-20**

**RESOLUTION TO APPROVE CHANGE ORDER NO. 1 FOR  
THE 115 E 3<sup>rd</sup> STREET PARTIAL BUILDING DEMOLITION  
IN THE CITY OF WEST LIBERTY, IOWA**

**WHEREAS**, the City Council of West Liberty, Iowa has contracted with Lansing Brothers Construction Co, Inc for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project within the corporate limits; and

**WHEREAS**, Veenstra & Kimm, Inc., has recommended approval of Change Order No. 1 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project in the credit amount of \$600.00 as a decrease to the original contract price and change the completion date to November 27, 2019.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Liberty, Iowa, to approve Change Order No. 1 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project in the credit amount of \$600.00 as a decrease to the original contract price and change the completion date to November 27, 2019.

**BE IT FURTHER RESOLVED**, by the City Council of the City of West Liberty, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

Passed and approved this 3rd day of December 2019.

\_\_\_\_\_  
Robert Hartman, Mayor

ATTEST:

\_\_\_\_\_  
Lee Geertz City Clerk/Treasurer



**VEENSTRA & KIMM, INC.**

1800 5th Avenue • Rock Island, Illinois 61201-8119

309-786-7590 • 309-797-0996 (fax) • 877-241-8010 (WATS)

October 3, 2019

Lansing Brothers Construction Co., Inc.  
101 E. 1<sup>st</sup> Street  
P.O. Box 36  
Luxemburg, IA 52056-0036

WEST LIBERTY, IOWA  
115 E 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION  
CHANGE ORDER NO. 1

Enclosed is an electronic copy of Change Order No. 1 for a change to the contract between the City of West Liberty and Lansing Brothers Construction Co., Inc. We recommend acceptance of Change Order No. 1 which will decrease the contract price by \$600.00 and change the completion date for the project from October 31, 2019 to November 27, 2019.

Please sign Change Order No. 1 in the space provided and return a scanned copy to the undersigned. Veenstra & Kimm, Inc. will forward the signed document to the City of West Liberty.

Should you have any questions or concerns please do not hesitate to contact the undersigned at 877-241-8010.

VEENSTRA & KIMM, INC.

Leo F. Foley, P.E.

LFF:gfd  
240161

cc: Lawrence McNaul – City of West Liberty

October 3, 2019

CHANGE ORDER NO. 1

WEST LIBERTY, IOWA  
115 E 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION

This change order is to document a decrease in the contract amount for the project. This change results in a credit to the original contract amount of Six Hundred and 00/100 Dollars (\$600.00) and extends the completion date to November 27, 2019.

**TOTAL CREDIT**

**\$600.00**

Change Order No. 1 decreases the contract price by \$600.00. It changes the final completion date of October 31, 2019 to November 27, 2019.

LANSING BROTHERS CONSTRUCTION  
CO., INC.

WEST LIBERTY, IOWA

By \_\_\_\_\_

By \_\_\_\_\_


Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

VEENSTRA & KIMM, INC.

By 

Title Project Engineer

Date 10/3/2019

**RESOLUTION NO. 20191203-21**

**RESOLUTION TO APPROVE CHANGE ORDER NO. 2 FOR  
THE 115 E 3<sup>rd</sup> STREET PARTIAL BUILDING DEMOLITION  
IN THE CITY OF WEST LIBERTY, IOWA**

**WHEREAS**, the City Council of West Liberty, Iowa has contracted with Lansing Brothers Construction Co, Inc for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project within the corporate limits; and

**WHEREAS**, Veenstra & Kimm, Inc., has recommended approval of Change Order No. 2 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project in the amount of \$6,938.00 to include final completion date to January 31, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Liberty, Iowa, to approve Change Order No. 2 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project in the amount of \$6,938.00 to include final completion date to January 31, 2020.

**BE IT FURTHER RESOLVED**, by the City Council of the City of West Liberty, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

Passed and approved this 3rd day of December 2019.

\_\_\_\_\_  
Robert Hartman, Mayor

ATTEST:

\_\_\_\_\_  
Lee Geertz City Clerk/Treasurer



**VEENSTRA & KIMM, INC.**

1800 5th Avenue • Rock Island, Illinois 61201-8119  
309-786-7590 • 309-797-0996 (fax) • 877-241-8010 (WATS)

December 2, 2019

Lansing Brothers Construction Co., Inc.  
101 E. 1<sup>st</sup> Street  
P.O. Box 36  
Luxemburg, IA 52056-0036

WEST LIBERTY, IOWA  
115 E 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION  
CHANGE ORDER NO. 2

Enclosed is an electronic copy of Change Order No. 2 for a change to the contract between the City of West Liberty and Lansing Brothers Construction Co., Inc. We recommend acceptance of Change Order No. 2 which will increase the contract price by \$6,938.00. It also changes the completion date of January 31, 2020.

Please sign Change Order No. 2 in the space provided and return a scanned copy to the undersigned. Veenstra & Kimm, Inc. will forward the signed document to the City of West Liberty.

Should you have any questions or concerns please do not hesitate to contact the undersigned at 877-241-8010.

VEENSTRA & KIMM, INC.

Leo F. Foley, P.E.

LFF:gfd  
240166

cc: Lee Geertz – City of West Liberty

November 26, 2019

**CHANGE ORDER NO. 2**

**WEST LIBERTY, IOWA  
115 E 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION**

This change order is for additional work to remove approximately 12' of the north end of the remaining building that is in poor structural condition. This includes removing and proper disposal of any asbestos materials and both levels of the building for the 12' of the north end. This change order also includes backfill with 3/8" fill lime and 3/4" crushed stone compacted. The costs for this work are as follows:

<u>Item #</u>	<u>Description</u>	<u>Unit</u>	<u>#</u> <u>Units</u>	<u>Unit</u> <u>Cost</u>	<u>Extended</u> <u>Cost</u>
1	Asbestos Inspection	LS	1	\$ 400.00	\$ 400.00
2	Asbestos Removal & Disposal	LS	1	1,760.00	1,760.00
3	Demolition, Disposal, Backfill of Crawl Space	LS	1	4,360.00	4,360.00
4	Additional Bond	LS	1	202.00	202.00
5	Overhead and Profit	LS	1	216.00	<u>216.00</u>
<b>TOTAL LUMP SUM COST</b>					<b>\$6,938.00</b>

This change order does not include the following:

- Repairs to common walls of adjacent buildings and building structure to remain
- Additional carpentry labor and materials to patch additional exposed common walls
- Electrical, plumbing and HVAC repairs
- Material testing

**Change Order No. 2 increases the contract price by \$6,938.00. It does changes the final completion date to January 31, 2020.**

**LANSING BROTHERS CONSTRUCTION  
CO., INC.**

**WEST LIBERTY, IOWA**

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**VEENSTRA & KIMM, INC.**

By [Signature]

Title Project Engineer

Date 12/2/2019



**RESOLUTION NO. 20191203-22**

**RESOLUTION TO APPROVE PAY ESTIMATE NO. 1 FROM  
LANSING BROTHERS CONSTRUCTION CO. INC.  
115 E 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION PROJECT  
IN THE CITY OF WEST LIBERTY, IOWA**

**WHEREAS**, the City Council of West Liberty, Iowa has contracted with Lansing Brothers Co. Inc. for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project within the corporate limits; and

**WHEREAS**, Veenstra & Kimm, Inc., has recommended approval of Pay Estimate No. 1 from Lansing Brothers Construction Co. Inc for a current payment due of \$54,957.50;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Liberty, Iowa, to approve Pay Application No. 1 from Lansing Brothers Co. Inc. for the 115 E 3<sup>rd</sup> Street Building Partial Building Demolition Project and issue a check for \$54,957.50;

**BE IT FURTHER RESOLVED**, by the City Council of the City of West Liberty, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

Passed and approved this 3<sup>rd</sup> day of December 2019.

\_\_\_\_\_  
Robert Hartman, Mayor

ATTEST:

\_\_\_\_\_  
Lee Geertz, City Clerk/Treasurer

ad



**VEENSTRA & KIMM, INC.**

1800 5th Avenue • Rock Island, Illinois 61201-8119

309-786-7590 • 309-797-0996 (fax) • 877-241-8010 (WATS)

December 2, 2019

Lansing Brothers Construction Co. Inc.  
101 First Street East  
P.O. Box 36  
Luxemburg, IA 52056

WEST LIBERTY, IOWA  
115 E. 3<sup>RD</sup> STREET PARTIAL BUILDING DEMOLITION  
PAY ESTIMATE NO. 1

Enclosed is an electronic version of Pay Estimate No. 1 for work completed through November 26, 2019, under the contract between the City of West Liberty and Lansing Brothers Construction Co. Inc. We have checked the estimate and recommend acceptance of the Pay Estimate No. 1 for Lansing Brothers Construction Co. Inc. by the City of West Liberty in the amount \$54,957.50. Change Order Nos. 1 and 2 will be discussed at the December 2, 2019, Council meeting.

Please sign and return an electronic copy to the undersigned. Veenstra & Kimm, Inc. will forward to the City.

Should you have any questions or concerns please do not hesitate to contact the undersigned at 309-786-7590.

VEENSTRA & KIMM, INC.

Leo F. Foley, P.E.

LFF:ghd  
240166  
Enclosures  
cc: Lee Geertz, City of West Liberty



**VEENSTRA & KIMM, INC.**

1800 5th Avenue Rock Island, Illinois 61201-8119  
 309-786-7590 309-797-0996(FAX) 800-241-8010 (WATS)

Date: December 2, 2019

**PAY ESTIMATE NO. 1**

Project Title	115 E. 3rd Street Partial Building Demolition West Liberty, Iowa		Contractor	Lansing Brothers Construction Co. Inc. 101 First Street East, P.O. Box 36 Luxemburg, IA 52056	
Original Contract Amount & Date	\$85,450.00	September 17, 2019	Pay Period	10/1/2019	to 11/26/2019

**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00
2	Traffic Control & Protection	LS	1	\$ 1,000.00	\$ 1,000.00	100%	\$ 1,000.00
3	Permits	LS	1	\$ 300.00	\$ 300.00	100%	\$ 300.00
4	Demolition	LS	1	\$ 52,150.00	\$ 52,150.00	100%	\$ 52,150.00
5	Structural Rehab & Façade Improvements	LS	1	\$ 20,000.00	\$ 20,000.00		\$ -
6	Site Restoration	LS	1	\$ 7,000.00	\$ 7,000.00		\$ -
					\$ -		\$ -
	<b>TOTAL CONTRACT</b>				\$ 85,450.00		\$ 58,450.00

SUMMARY			
		Contract Price	Value Completed
Original Contract Price		\$85,450.00	\$ 58,450.00
Approved Change Orders (list each)	CO 1	\$ (600.00)	\$ (600.00)
	CO 2	\$ 6,938.00	
TOTAL ALL CHANGE ORDERS		\$ 6,338.00	\$ (600.00)
Revised Contract Price		\$ 91,788.00	\$ 57,850.00
Materials Stored			\$ -
Value of Completed Work and Materials Stored			\$ 57,850.00
Less Retained Percentage (5%)			\$ 2,892.50
Net Amount Due This Estimate			\$ 54,957.50
Less Estimate(s) Previously Approved	No. 1		
	No. 2		
	No. 3		
	No. 4		
	No. 5		
Less Total Pay Estimates Previously Approved			\$ -
		Amount Due This Estimate	\$ 54,957.50

The amount \$ 54,957.50 is recommended for approval for payment in accordance with the terms of the contract.

Quantities Complete Submitted By: Lansing Brothers Construction Co. Inc.	Recommended By: Veenstra & Kimm, Inc.	Approved By: City of West Liberty
Signature	 Signature Leo F. Foley, P.E. Project Manager	Signature
Title	 Title	Title
Date	Date	Date