CITY OF DUNDEE
CITY COUNCIL MEETING
Meeting will be Teleconferenced

801 N. Highway 99W, Dundee, OR 97115
City Hall Phone: (503) 538-3922 Website: www. DundeeCity.org

The Mission of City Government is to provide essential, quality public services in support of the livability, safety and viability of the Dundee community.

MAY 19, 2020 7:00 PM.

1. Open Regular City Council Meeting

2. Amendments to the Agenda, if any

3. Presentation: David Huber - Waste Management 2019 Financial Report Pages 1-4

4. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Councilors will generally not respond to comments except to ask clarifying questions. Council may direct concerns raised by the speaker to the City Administrator or place the issue of concern on the agenda for Council discussion.

5. Consent Agenda: The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a citizen through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.

   5.1 City Council Minutes, May 5, 2020 Pages 5-8
   5.2 Financial Report Ending April 30, 2020 Pages 9-30
   Action Required: Motion to Accept the Consent Agenda

6. Old Business:
   6.1 Planning Commission Appointment Pages 31-36
   Action Requested
   6.2 Biosolids Maintenance Proposals Pages 37-98
   Action Requested
   6.3 City Utility Rates Review Pages 99-104
   Discussion

7. New Business:
   7.1 Outside Water Request Pages 105-116
   Action Requested
   7.2 Well No. 7 Improvements Pages 117-120
   Action Requested
   7.3 Street Paving Bids Pages 121-126
   Action Requested
   7.4 Slurry Seal Bids Pages 127-130
   Action Requested

7.5 Photocopier Lease — Pages 131-136
Action Requested

8. Council Concerns & Committee Reports

9. Mayor's Report

10. City Administrator Report

11. Adjourn

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Pending Business:

1. Public Works
   - 1.1 Highway 99W Street Lighting
   - 1.2 ODOT Phase B Highway 99W Improvements
   - 1.3 Water Line Relocation Project

2. Planning/Land Use
   - 2.1 Dundee Riverside District Code Amendment
   - 2.2 Exterior Lighting – Code Update/Street Light Standards
   - 2.3 Helipad Standards
   - 2.4 Vacation Rentals Code Amendment
   - 2.5 Pending Type II or Type III Land Use Applications:
     - 2.5.1 Conditional Use – Verizon Cell Tower

3. City Council
   - 3.1 Update SDC Methodologies
   - 3.2 LID 2013-01 Final Assessment Ordinance
   - 3.3 Storm Drain Master Plan Update

4. Parks & Trails
   - 4.1 Harvey Creek Trail Property Rehabilitation
   - 4.2 WWTP Nature Park

5. Next Available Ordinance & Resolution No's.
   - 5.1 Ordinance No. 572-2020
   - 5.2 Resolution No. 2020-04

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the Administrative Assistant at City Hall (503) 538-3922.

WASTE MANAGEMENT

WASTE MANAGEMENT
P.O. Box 1000
2904 Wynooski Rd.
Newberg, OR 97132
(503) 538-1388
(503) 538-1383 Fax

March 16th, 2020

Rob Daykin
City Administrator/City of Dundee
620 SW 5th Street
PO Box 220
Dundee, Oregon 97115

Dear Rob,

Attached please find our 2019 annual detailed cost report. The report compares our 2019 results to 2018 as well as projecting our performance within the City of Dundee for 2020.

The report shows our return on revenue has increased from 12.55% for 2018 to 12.86% for 2019 but we are projecting 2020 to be at 9.06%. We will be in contact with you to discuss potential changes to rates later this year. Please let me know if you have any questions or concerns regarding the report. I can be reached at 503-462-0508.

Sincerely,

Dave Huber, District Manager
Waste Management of Oregon Inc. Newberg Hauling Operations

Cc: Mike Jefferies, Dean Kampfer, Kirk Duncan, Adam Winston

From everyday collection to environmental protection, Think Green® Think Waste Management.

Waste Management - Newberg Operations
Dundee Rate Review Report
For The Year Ended December 31, 2019

	2018	2019	Projected 2020
Total Revenue	$ 497,275	$ 576,490	$ 576,490
Total Direct Costs	$ 362,679	$ 435,979	$ 455,874
Total Indirect Costs	$ 72,201	$ 66,376	$ 68,399
Operating Income	$ 62,394	$ 74,135	$ 52,217
Return on Revenue	12.55%	12.86%	9.06%

Hours	Total Company 2018	Dundee 2018	Total Company 2019	Dundee 2019	Variance (2019 vs. 2018)
Commercial	4,663	400	4,607	334	(66)
Res'l Garbage	6,652	660	6,402	638	(23)
Res'l Recycling	3,809	310	3,803	317	6
Res'l Yard Waste	1,373	193	1,368	200	7
Rolloff	3,687	170	3,470	215	46
Total	**20,184**	**1,733**	**19,649**	**1,704**	(29)
	Tons				
Commercial	6,224	367	6,452	355	(12)
Res'l Garbage	8,638	505	8,755	556	51
Res'l Recycling	2,210	202	2,065	209	7
Res'l Yard Waste	2,752	374	2,813	375	1
Rolloff	14,947	1,343	14,863	1,939	596
Total	**34,770**	**2,791**	**34,947**	**3,434**	643

Miles				
Total Company 2018	Dundee 2018	Total Company 2019	Dundee 2019	Variance (2019 vs. 2018)
33,300	2,718	33,966	2,518	(200)
45,379	3,053	42,346	3,030	(23)
23,530	1,932	25,202	1,985	53
8,065	1,242	7,174	1,206	(35)
51,926	2,388	51,592	3,204	816
162,200	**11,332**	**160,280**	**11,943**	611
Stops				
49,811	4,169	50,331	3,615	(554)
512,828	52,554	520,108	53,301	747
322,088	27,306	350,092	27,215	(90)
184,180	25,941	185,667	26,182	241
3,776	444	3,718	460	16
1,076,249	**112,202**	**1,109,916**	**110,773**	(1,428)

CPI			Customers	
Year	Annual	% Change	Commercial	Residential
2017	247.71	1.93%	53	992
2018	254.74	2.84%	54	1005
2019	263.26	3.35%	48	1023
2020	270.35	2.69%	49	1037

Franchise Payment	Revenue		Fran. Fee
Residential:	290,834	3%	8,725
Commercial:	122,084	3%	3,663
Drop Box:	163,572	3%	4,907
Total Income:	$576,490		$17,295

Waste Management - Newberg Operations
Dundee Rate Review Report
For The Year Ended December 31, 2019

81.49113395 84.35

Revenue	Line #	Allocation Method	Actual 2018	Actual 2019	Variance	Adjustments %	Adjustments Amount	Projected 2020
Commercial	18	Actual	$ 103,932	$ 122,084	$ 18,152		$ -	$ 122,084
Residential	18	Actual	$ 283,837	$ 290,834	$ 6,997		$ -	$ 290,834
Industrial	18	Actual	$ 109,450	$ 163,572	$ 54,122		$ -	$ 163,572
Recycling Material Sales	19	Recycling Tons	$ 56	$ -	$ (56)	0.00%	$ -	$ -
Total Operating Revenue			$ 497,275	$ 576,490		0.00%	$ -	$ 576,490

Direct Cost	Line #	Allocation Method	Actual 2018	Actual 2019	Variance	Adjustments %	Adjustments Amount	Projected 2020
Wages - Route Drivers	22	Labor Hours	57,371	$ 55,626	$ (1,745)	2.69%	$ 1,497	$ 57,124
Wages - Utility Workers	23	Labor Hours	7,761	$ 7,910	$ 149	2.69%	$ 213	$ 8,123
Wages - Mechanic	24	Labor Hours	21,727	$ 20,321	$ (1,406)	2.69%	$ 547	$ 20,868
Payroll Tax Expense	25	Labor Hours	10,854	$ 11,022	$ 169	2.69%	$ 297	$ 11,319
Pension Plan Expense	26	Labor Hours	3,135	$ 2,861	$ (274)	2.69%	$ 77	$ 2,938
Medical Insurance	27	Labor Hours	531	$ 4,837	$ 4,306	2.69%	$ 130	$ 4,967
Training and Worker Safety	29	Labor Hours	1,805	$ 2,021	$ 216	2.69%	$ 54	$ 2,075
Fuel	30	Miles	17,188	$ 16,590	$ (598)	2.69%	$ 447	$ 17,037
Repairs & Maintenance - Vehicles	31	Labor Hours	16,841	$ 13,877	$ (2,964)	2.69%	$ 374	$ 14,250
Repairs & Maintenance - Containers & Carts	32	Labor Hours	15,780	$ 16,189	$ 409	2.69%	$ 436	$ 16,625
Depreciation - Vehicles	35	Labor Hours	6,892	$ 10,900	$ 4,009		$ -	$ 10,900
Depreciation - Containers & Carts	36	Customers	8,370	$ 9,618	$ 1,248		$ -	$ 9,618
Disposal fees	39	Actual Amount	156,404	$ 221,345	$ 64,941	6.84%	$ 15,136	$ 236,481
Yard Rent	42	Customers	16,475	$ 19,685	$ 3,210	2.69%	$ 530	$ 20,215
Insurance	45	Labor Hours	3,295	$ 2,698	$ (596)	2.69%	$ 73	$ 2,771
PUC / License / Fees	47	Labor Hours	2,735	$ 3,120	$ 385	2.69%	$ 84	$ 3,204
Franchise Fees	48	Actual Amount	15,516	$ 17,357	$ 1,842		$ -	$ 17,357
Total Direct Cost			$ 362,679	$ 435,979				$ 455,874

*The Newberg Operations include four separate jurisdictions; Newberg, Dundee, Yamhill County, and a small portion of Unicorporated Washington County. Specific costs and revenue are directly assigned to the appropriate jurisdiction. Costs that cannot be specifically assigned are allocated based on industry standards such as, labor hours, tons, miles, and customer counts. All statistics are based on actual hours, miles, customers, and tons collected on the collection routes associated with each customer. The allocation method associated with each cost is identified under the "Allocation Method" column.

Waste Management - Newberg Operations
Dundee Rate Review Report
For The Year Ended December 31, 2019

Indirect Cost	Line #	Allocation Method	Actual 2018	Actual 2019	Variance	Adjustments %	Adjustments Amount	Projected 2020
Management Salaries	56	Customers	$ 13,812	$ 14,498	$ 686	2.69%	$ 390	$ 14,889
Management Payroll Tax Expense	57	Customers	$ 1,255	$ 1,094	$ (161)	2.69%	$ 29	$ 1,124
Management Medical Insurance	58	Customers	$ 1,711	$ 1,908	$ 197	2.69%	$ 51	$ 1,959
Managmenet Workers Compensation	59	Customers	$ 228	$ 190	$ (38)	2.69%	$ 5	$ 195
Management Pension Plan Expense	60	Customers	$ 528	$ 401	$ (128)	2.69%	$ 11	$ 411
Management Other Employee Expense	61	Customers	$ 5	$ 64	$ 60	2.69%	$ 2	$ 66
Administrative Salaries	62	Customers	$ 7,428	$ 6,353	$ (1,075)	2.69%	$ 171	$ 6,524
Administrative Payroll Tax Expense	63	Customers	$ 1,470	$ 485	$ (985)	2.69%	$ 13	$ 498
Administrative Medical Insurance	64	Customers	$ 2,927	$ 209	$ (2,718)	2.69%	$ 6	$ 214
Administrative Pension Plan	65	Customers	$ -	$ 30	$ 30	2.69%	$ 1	$ 31
Administrative Other Benefits	67	Customers	$ 158	$ 89	$ (68)	2.69%	$ 2	$ 92
Office Rent	68	Customers	$ 1,690	$ 1,618	$ (72)	2.69%	$ 44	$ 1,661
Advertising and Public Education	69	Customers	$ 139	$ 105	$ (34)	2.69%	$ 3	$ 108
Contributions	70	Customers	$ 236	$ -	$ (236)	2.69%	$ -	$ -
Professional Fees	71	Customers	$ 1,194	$ 1,373	$ 179	2.69%	$ 37	$ 1,410
Training and Worker Safety	72	Customers	$ 169	$ 154	$ (15)	2.69%	$ 4	$ 158
Insurance	73	Customers	$ 168	$ 114	$ (54)	2.69%	$ 3	$ 117
Telephone	74	Customers	$ 2,874	$ 2,243	$ (631)	2.69%	$ 60	$ 2,303
Utilities	75	Customers	$ 1,585	$ 1,439	$ (146)	2.69%	$ 39	$ 1,477
Property Taxes/Licenses/Fees	76	Customers	$ 3,562	$ 3,561	$ (1)	2.69%	$ 96	$ 3,657
Dues & Subscriptions	77	Customers	$ 2,185	$ 2,223	$ 38	2.69%	$ 60	$ 2,283
Depreciation - Office Building	78	Customers	$ 531	$ 635	$ 104		$ -	$ 635
Depreciation - Office Equipment	79	Customers	$ 65	$ 33	$ (32)		$ -	$ 33
Repairs & Maintenance-office	80	Customers	$ 1,574	$ 1,747	$ 173	2.69%	$ 47	$ 1,794
Cleaning and Maintenance	81	Customers	$ 317	$ -	$ (317)	2.69%	$ -	$ -
Equipment Rental	82	Customers	$ 1,324	$ 1,222	$ (103)	2.69%	$ 33	$ 1,255
Office Supplies	83	Customers	$ 3,120	$ 2,792	$ (328)	2.69%	$ 75	$ 2,867
Postage & Freight	84	Customers	$ 492	$ 1,063	$ 571	2.69%	$ 29	$ 1,092
Miscellaneous expense	85	Customers	$ 5	$ (0)	$ (5)	2.69%	$ (0)	$ (0)
Travel/Meals/Lodging	86	Customers	$ 1,966	$ 1,549	$ (417)	2.69%	$ 42	$ 1,591
Processing Cost	88	Customers	$ 3,262	$ 1,259	$ (2,003)		$ 2,003	$ 3,262
Corporate overhead costs	89	Customers	$ 13,361	$ 13,239	$ (121)	2.69%	$ 356	$ 13,596
Sale of Asset	90	Customers	$ -	$ -	$ -		$ -	$ -
Interest Expense	91	Customers	$ 3,095	$ 4,683	$ 1,588		$ (1,588)	$ 3,095
Total Indirect Cost			$ 72,437	$ 66,376	$ (6,062)			$ 68,399
Allowable Costs			$ 435,117	$ 502,355	$ 67,238			$ 524,273
Operating Income			$ 62,158	$ 74,135	$ 11,977			$ 52,217
Operating Margin			12.50%	12.86%				9.06%

CITY COUNCIL MEETING
TABLE OF CONTENTS FOR MINUTES
May 5, 2020

City of Dundee
City Council Meeting Minutes
May 5, 2020

Call to Order
Mayor David Russ called the meeting to order at 6:58 P.M. over ZOOM teleconferencing meeting platform.

Council and Staff Attendance
Attendance Via Zoom: Mayor David Russ; Councilors Tim Weaver, Storr Nelson, Jeannette Adlong, Kristen Svicarovich, Ted Crawford and Patrick Kelly. Staff Attendance via Zoom: Rob Daykin, City Administrator; Tim Ramis, City Attorney; Melissa Lemen, Administrative Assistant; and Chuck Simpson, Public Works Supervisor.

Public Attendance
Public Attendance via Zoom: Michael Humm, P.E., Kennedy Jenks.

Agenda Changes
New Business Items 6.1 Temporary Vacancies – Standby Fee and Item 6.2 Letter of Support, Dundee Woman's Club, were added to the meeting agenda.

Public Comment
None.

Consent Agenda
A **motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, April 21, 2020. **The motion** passed unanimously.

Old Business

Biosolids Maintenance Proposals
Michael Humm, P.E., Kennedy Jenks, reviewed the information contained in his letter dated April 30, 2020 and beginning on page 7 of the meeting agenda packet. He discussed the biosolids removal process and also explained that an amount of 100 dry tons of waste per removal cycle is a favorable minimum amount for contractors; the City currently produces between 30-40 dry tons per year which schedules out to be an every third year removal cycle. Humm explained that the contract will be set up for a 9-year removal cycle which would allow the City to rely on a particular contractor for 9 years; there is also an extension clause which would allow renewal for an additional 9 years. Humm discussed in detail the process by which the proposals were evaluated. He explained Fire Mountain Farms failed to provide responses to questions related to prior DEQ enforcement or violations. Humm discussed that the second proposal, from Synagro, was joined with Tribeca Hauling, who has also worked previously with the City. Humm voiced support of this as a very favorable arrangement for the City as explained in their recommendation letter. He pointed out that Synagro had the best proposal; the other proposer was deemed nonresponsive as they were incomplete in answering the questions presented in the qualifications section. Humm discussed that the biosolids removal process is expected to begin this summer; the price provided in the proposal is a 2020 price. Additionally, he explained that there is a clause in the contract which allows for annual price escalation based on the consumer price index (CPI). M. Russ asked for confirmation that this allows for a flat increased based only on CPI with no other controls or limits which Humm affirmed. C. Nelson inquired about whether a

hauling site has yet been disclosed to which Humm explained that Tribecca has identified approximately 1000 acres of property just south of Sheridan. C. Nelson inquired about how the received proposals compare with other bids Humm has seen with comparable volumes and terms. Humm discussed that the pricing was in line with what was expected; he had anticipated the price to be between $125,000 and $150,000 (including the management aspect). He pointed out that in 2017, approximately 100 dry tons were removed from the WWTP at a cost of approximately $98,000, though on top of that Kennedy Jenks supported the site authorizations at a cost he recalled being approximately $30,000. Humm also explained that there is no performance bond related to the Agreement; there is not a strong contractual mechanism to enforce nonperformance, though Humm noted that a payment is only made if the work is completed. Brief discussion ensued. Humm pointed out that Tribeca is considered to be the premier land applier in Oregon and Washington, so unless there were a major disruption to the process it would seem unlikely for them to walk away. C. Nelson voiced his support of Humm's recommendation. C.A. Daykin explained that the City has not yet asked the City Attorney to draft up a contract to the mutual acceptance of both parties. Humm pointed out that there is an example of the contract which was published with the RFP which the City has reviewed; if there is some negotiation on that contract then it should be taken back to the contractor as part of this process, and likely needed in the next communication that is had with the contractor. **A motion** was made and seconded to accept the proposal from Synagro for the Biosolids Maintenance Program and authorize the City Administrator to execute a contract following approval by the City Attorney. **The motion** passed unanimously.

City Council Goals

C.A. Daykin discussed that the facilitator of the goal setting session, Sue Diciple, provided him a draft of goals approximately two months ago. He explained that though he provided feedback to her and there were a few conversations, he has never received a final version nor her notes to bring back to City Council for final acceptance. C.A. Daykin provided Council with her draft information (beginning on page 61 of the agenda packet) which he indicated he has modified and provided for their review. C. Crawford pointed out that the school district is not moving forward with the bond for Dundee Elementary at this time and C.A. Daykin explained that he did modify the timeline to reflect that though these type of milestones could also be adjusted further as needed. M. Russ inquired as to whether Sue Diciple has completed the scope of her contract to which C.A. Daykin noted that he has not received an invoice for her services at this time. M. Russ suggested that Council take additional time over the next couple of weeks to review and provide any feedback to C.A. Daykin which could then be followed up with future Council discussion, if needed. C. Crawford inquired about C.A. Daykin's retirement timeline to which he indicated has been reflected in the milestones goals document and will occur at the end of 2021.

New Business

Temporary Vacancies – Standby Fee

C.A. Daykin discussed some of the details of his agenda report provided for the meeting tonight. He clarified that the standby fee only applies to the water and sewer bases; the storm water fee is based on pervious surface area and does not apply to reduction of that fee. C. Nelson voiced support of no adjustment for the storm water fee; runoff occurs whether business is operating or not. After a customer is voluntarily shut off, C. Nelson inquired about whether those customers later incur a fee when they wish to begin service again. C.A. Daykin clarified that that the City has not set up a charge for voluntary shut off; this has always been provided as a service to customers. Additional discussion ensued. The consensus of Council is to provide adjustments beginning in the month of April to the discussed businesses impacted by Oregon Governor's Executive Order No. 20-12.

Letter of Support - Dundee Woman's Club

C.A. Daykin discussed that Joyce Colling has requested support for an Oregon State Parks and Recreation Department grant that she is seeking for the Dundee Community Center building. Council unanimously voiced their support of the letter.

C. Adlong inquired about the State Parks Grant to which C.A. Daykin discussed that the City did submit its application for the Local Government Grant Program to State Parks. He explained that the day before he provided the submittal he did receive an email from them which explained that they are accepting applications but are not going to proceed with evaluation and ranking until they have a better idea as to their funding source, state lottery revenue.

Council Concerns and Committee Reports

C. Crawford inquired about whether details are yet known about a phased reopening in our area. C.A. Daykin indicated that he would resend an email containing draft guidelines for opening up the economy again. M. Russ noted that Governor Kate Brown has extended the State of Emergency to July 6, 2020.

Mayor's Report

M. Russ inquired about whether a start date has been set for when construction will begin on the highway streetlight project. C.A. Daykin discussed that what he heard from the City Engineer is that the vendor told the contractor that they thought it would be 8 weeks for delivery of the materials, though the contractor thought that might even be too soon. C.A. Daykin affirmed that this is still being planned as a July 2020 project.

C. Crawford inquired about a start date for ODOT's rebuild of Highway 99W to which C.A. Daykin affirmed to still be on schedule. He discussed that the new project manager, according to C.E. Reid, is adamant about having no further delays; they are still planning on a mid to late fall bid opening with the expectation that contracts will be awarded. ODOT has indicated that they anticipate they will have a pre-construction meeting in early 2021 with the contractor.

C. Crawford recalled seeing some flaggers along Highway 99W last week to which C.A. Daykin explained that core samples were being taken from the highway by ODOT.

City Administrator's Report

C.A. Daykin reviewed that an upcoming Open House was scheduled and advertised in the City Newsletter regarding vacation rentals. The event date had been set for May 27, 2020. Following discussion on the Code amendment process, the consensus of Council was to postpone the Open House until restrictions are less and the meeting can occur in person rather than electronically, with the hope that the meeting can be scheduled by mid-June.

The meeting was adjourned at 7:28 P.M.

_____
David Russ, Mayor

Attest:

_____
Rob Daykin, City Administrator/Recorder

CITY OF DUNDEE

Statement of Activities

From 7/01/2019 Through 4/30/2020

UNAUDITED

	General Fund	Street Fund	Street CIP Fund	Street Reserve Fund	State Revenue Sharing Fund	Equipment Reserve Fund	Parks Fund	Tourism Fund	Fire Station Constr Fund	Bonded Debt	Water Fund	Water CIP Fund	Sewer Fund	Sewer CIP Fund	Storm Water Fund	Storm Water CIP Fund	Total
Revenue																	
Taxes	731.851	22.444	-	-	-	-	-	52.591	-	148.161	-	-	-	-	-	-	955.047
Franchise Fees	137.468	-	31.869	-	-	-	-	-	-	-	-	-	-	-	-	-	169.337
Licenses & Permits	54.181	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	54.181
Intergovernmental Revenue	171.600	195.798	-	-	23.285	-	32.800	-	-	-	-	-	-	-	-	-	423.484
Charges for Services	185.780	-	-	-	-	-	-	-	-	-	554.801	32.530	1.119.053	36.836	91.336	14.616	2.034.952
Fines & Forfeitures	51.352	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	51.352
Miscellaneous Revenue	39.155	1.524	2.589	792	58	14.353	2.541	2.422	80.436	1.024	3.148	7.663	4.683	10.101	672	1.169	172.329
Total Revenue	1.371.387	219.766	34.458	792	23.343	14.353	35.341	55.013	80.436	149.185	557.949	40.193	1.123.737	46.937	92.008	15.785	3.860.681
Exnenditures																	
Personnel	579.585	34.471	-	-	-	-	-	-	-	-	171.689	-	160.404	-	22.877	-	969.027
Materials & Services	695.144	97.718	-	-	14.039	-	6.421	18.991	31.221	-	169.293	-	236.716	-	18.958	-	1.288.501
Capital Outlay	10.551	-	230.545	-	6.308	4.999	38.505	11.000	117.861	-	22.393	123.346	-	8.248	-	74.889	648.645
Debt Service	-	-	38.729	-	-	58.627	-	-	-	150.143	-	58.602	-	362.128	-	11.799	680.028
Total Exnenditures	1.285.281	132.189	269.274	-	20.347	63.626	44.926	29.991	149.082	150.143	363.375	181.948	397.120	370.376	41.835	86.688	3.586.202
Excess (defiency) of Revenue over Expenditures	86,106	87,577	(234,816)	792	2,996	(49,274)	(9,584)	25,021	(68,646)	(958)	194,574	(141,755)	726,616	(323,439)	50,173	(70,904)	274,479
Other Financing Sources (Uses)	82.079	-	-	-	-	-	-	-	-	-	(26.559)	-	(555.020)	499.500	-	-	0
Net Changes to Fund Balance	168.185	87.577	(234.816)	792	2.996	(49.274)	(9.584)	25.021	(68.646)	(958)	168.016	(141.755)	171.596	176.061	50.173	(70.904)	274.479
Beginning Fund Balance	609.022	44.739	295.229	44.765	2.051	854.135	8.302	116.093	60.214	17.810	59.937	326.245	157.552	514.092	12.638	87.912	3.210.736
Ending Fund Balance	777,208	132,316	60,413	45,556	5,047	804,861	(1,282)	141,115	(8,432)	16,852	227,953	184,490	329,147	690,153	62,810	17,009	3,485,215

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001
From 4/01/2020 Through 4/30/2020

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Taxes	7,348	731,851	756,500	3.26%	24,649
Franchise Fees	3,275	137,468	149,900	8.29%	12,432
Licenses & Permits	5,954	54,181	73,800	26.58%	19,619
Intergovernmental Revenue	6,639	171,600	187,900	8.67%	16,300
Charges for Services	19,756	185,780	252,500	26.42%	66,720
Fines & Forfeitures	2,419	51,352	56,000	8.30%	4,649
Miscellaneous Revenue	1,504	39,155	41,700	6.10%	2,545
Total REVENUE	46,894	1,371,387	1,518,300	9.68%	146,913
EXPENDITURES (by Department)					
01 - Admin / Finance	26,046	359,279	430,100	16.47%	70,821
02 - Court	1,562	20,250	26,700	24.16%	6,450
03- Community Development	6,907	107,249	147,800	27.44%	40,551
04 - Police Department	0	389,317	519,100	25.00%	129,783
05 - Fire Department	43,614	409,186	563,900	27.44%	154,714
Total EXPENDITURES	78,129	1,285,281	1,687,600	23.84%	402,320
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(31,235)	86,106	(169,300)	150.86%	(255,406)
OTHER FINANCING SOURCES (USES)					
Transfers In	6,957	82,079	96,600	15.03%	14,521
Transfers Out	0	0	0	NA	0
Other Uses	0	0	(80,000)	100.00%	(80,000)
Total OTHER FINANCING SOURCES (USES)	6,957	82,079	(40,000)	305.20%	(122,079)
NET CHANGE IN FUND BALANCE	(24,278)	168,185	(209,300)	180.36%	(377,485)
BEGINNING FUND BALANCE	801,486	609,022	609,200	-0.03%	(178)
ENDING FUND BALANCE	777,208	777,208	399,900	94.35%	377,308

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001 Admin/Finance - 01
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	14,850	146,554	176,800	17.11%	30,246
Personnel Benefits	8,653	85,918	104,000	17.39%	18,082
Total Personnel Services	23,503	232,473	280,800	17.21%	48,327
Materials & Services					
Supplies	91	2,669	4,200	36.46%	1,531
Professional Services	896	84,263	91,100	7.51%	6,837
Contractual Services	110	1,102	1,300	15.25%	198
Travel & Training	0	5,830	11,100	47.48%	5,270
Insurance	0	9,876	9,600	-2.88%	(276)
Regulatory Requirements	0	680	800	15.01%	120
Utilities	409	5,019	6,600	23.96%	1,581
Repairs & Maintenance	186	4,291	9,400	54.35%	5,109
Other Materials & Services	851	8,911	12,400	28.14%	3,489
Total Materials & Services	2,543	122,639	146,500	16.29%	23,861
Capital Outlay	0	4,167	2,800	-48.82%	(1,367)
Total ADMIN/FINANCE EXPENDITURES	26,046	359,279	430,100	16.47%	70,821

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001 Court - 02
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	805	8,030	10,300	22.04%	2,270
Personnel Benefits	686	6,499	8,800	26.14%	2,301
Total Personnel Services	1,491	14,529	19,100	23.93%	4,571
Materials & Services					
Supplies	0	35	200	82.33%	165
Professional Services	0	1,791	2,300	22.12%	509
Contractual Services	0	2,590	3,300	21.52%	710
Travel & Training	0	949	1,100	13.76%	151
Other Materials & Services	71	356	700	49.15%	344
Total Materials & Services	71	5,721	7,600	24.72%	1,879
Capital Outlay	0	0	0		0
Total COURT EXPENDITURES	1,562	20,250	26,700	24.16%	6,450

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001 Community Development - 03
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	949	9,483	12,200	22.27%	2,717
Personnel Benefits	811	8,084	10,400	22.27%	2,316
Total Personnel Services	1,760	17,567	22,600	22.27%	5,033
Materials & Services					
Supplies	0	106	500	78.78%	394
Professional Services	2,345	46,868	67,200	30.26%	20,332
Contractual Services	2,772	22,616	36,000	37.18%	13,384
Travel & Training	0	592	1,400	57.72%	808
Other Materials & Services	31	19,500	20,100	2.98%	600
Total Materials & Services	5,147	89,682	125,200	28.37%	35,518
Total COMMUNITY DEVELOPMENT EXPENDITURES	6,907	107,249	147,800	27.44%	40,551

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001 Police Dept - 04
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Materials & Services					
Contractual Services	0	389,317	519,100	25.00%	129,783
Total Materials & Services	0	389,317	519,100	25.00%	129,783
Total POLICE DEPT EXPENDITURES	0	389,317	519,100	25.00%	129,783

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001 Fire Dept - 05
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	18,533	202,581	246,300	17.75%	43,719
Personnel Benefits	6,167	112,436	155,900	27.88%	43,464
Total Personnel Services	24,699	315,016	402,200	21.68%	87,184
Materials & Services					
Supplies	1,001	8,127	16,000	49.21%	7,873
Professional Services	0	663	800	17.16%	137
Contractual Services	13,832	35,811	25,400	-40.99%	(10,411)
Travel & Training	0	1,346	2,100	35.89%	754
Insurance	0	16,723	17,400	3.89%	677
Regulatory Requirements	3,100	4,909	7,500	34.55%	2,591
Utilities	972	14,134	17,900	21.04%	3,766
Repairs & Maintenance	0	5,958	13,000	54.17%	7,042
Other Materials & Services	9	114	300	61.86%	186
Total Materials & Services	18,914	87,785	100,400	12.56%	12,615
Capital Outlay	0	6,384	61,300	89.59%	54,916
Total FIRE DEPT EXPENDITURES	43,614	409,186	563,900	27.44%	154,714

City of Dundee

Statement of Revenue & Expenditures
Street Fund - 110
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Taxes	1,604	22,444	29,000	22.61%	6,556
Intergovernmental Revenue	17,542	195,798	240,000	18.42%	44,202
Miscellaneous Revenue	183	1,524	1,500	-1.59%	(24)
Total REVENUE	19,329	219,766	270,500	18.76%	50,734
EXPENDITURES					
Personnel Services	3,028	34,471	42,400	18.70%	7,929
Material & Services					
Supplies	270	2,812	4,200	33.05%	1,388
Professional Services	1,664	12,358	9,000	-37.31%	(3,358)
Travel & Training	0	139	500	72.20%	361
Insurance	0	1,895	1,900	0.26%	5
Regulatory Requirements	0	71	100	29.00%	29
Utilities	2,023	20,700	23,800	13.03%	3,101
Repairs & Maintenance	4,022	33,054	115,900	71.48%	82,846
Interfund Services	1,892	26,683	19,600	-36.14%	(7,083)
Other Materials & Services	0	6	200	96.90%	194
Total Materials & Services	9,870	97,718	175,200	44.22%	77,482
Total EXPENDITURES	12,898	132,189	217,600	39.25%	85,411
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	6,430	87,577	52,900	-65.55%	(34,677)
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(83,300)	100.00%	(83,300)
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	0	0	(88,300)	100.00%	(88,300)
NET CHANGE IN FUND BALANCE	6,430	87,577	(35,400)	347.39%	(122,977)
BEGINNING FUND BALANCE	125,886	44,739	43,500	2.85%	1,239
ENDING FUND BALANCE	132,316	132,316	8,100	1533.53%	124,216

City of Dundee

Statement of Revenue & Expenditures
Street CIP Fund - 111
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Franchise Fees	0	31,869	43,900	27.41%	12,031
Intergovernmental Revenue	0	0	600,000	100.00%	600,000
Miscellaneous Revenue	84	2,589	57,000	95.46%	54,411
Total REVENUE	84	34,458	700,900	95.08%	666,442
EXPENDITURES					
Capital Outlay	4,548	230,545	1,313,000	82.44%	1,082,455
Debt Service	18,356	38,729	49,600	21.92%	10,871
Total EXPENDITURES	22,904	269,274	1,362,600	80.24%	1,093,326
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(22,820)	(234,816)	(661,700)	64.51%	(426,884)
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	456,000	100.00%	456,000
Transfers In	0	0	70,000	100.00%	70,000
Total OTHER FINANCING SOURCES (USES)	0	0	526,000	100.00%	526,000
NET CHANGE IN FUND BALANCE	(22,820)	(234,816)	(135,700)	-73.04%	99,116
BEGINNING FUND BALANCE	83,232	295,229	248,800	18.66%	46,429
ENDING FUND BALANCE	60,413	60,413	113,100	-46.58%	(52,688)

City of Dundee

Statement of Revenue & Expenditures
Street Reserve Fund - 112
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Miscellaneous Revenue	63	792	1,100	28.04%	308
Total REVENUE	63	792	1,100	28.04%	308
EXPENDITURES					
Capital Outlay	0	0	45,800	100.00%	45,800
Total EXPENDITURES	0	0	45,800	100.00%	45,800
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	63	792	(44,700)	101.77%	(45,492)
NET CHANGE IN FUND BALANCE	63	792	(44,700)	101.77%	(45,492)
BEGINNING FUND BALANCE	45,493	44,765	44,700	0.14%	65
ENDING FUND BALANCE	45,556	45,556	0	0.00%	45,556

City of Dundee

Statement of Revenue & Expenditures
State Revenue Sharing Fund - 122
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	23,285	31,000	24.89%	7,715
Miscellaneous Revenue	7	58	200	71.09%	142
Total REVENUE	7	23,343	31,200	25.18%	7,857
EXPENDITURES					
Material & Services					
Professional Services	1,503	2,239	2,500	10.44%	261
Contractual	650	11,800	11,800	0.00%	0
Total Materials & Services	2,153	14,039	14,300	1.82%	261
Capital Outlay	0	6,308	12,700	50.33%	6,392
Total EXPENDITURES	2,153	20,347	27,000	24.64%	6,653
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(2,146)	2,996	4,200	28.66%	1,204
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(5,500)	100.00%	(5,500)
Total OTHER FINANCING SOURCES (USES)	0	0	(5,500)	100.00%	(5,500)
NET CHANGE IN FUND BALANCE	(2,146)	2,996	(1,300)	330.47%	(4,296)
BEGINNING FUND BALANCE	7,193	2,051	1,700	20.66%	351
ENDING FUND BALANCE	5,047	5,047	400	1161.84%	4,647

City of Dundee

Statement of Revenue & Expenditures
Equipment Reserve Fund - 127
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Miscellaneous Revenue	1,115	14,353	37,000	61.21%	22,647
Total REVENUE	1,115	14,353	37,000	61.21%	22,647
EXPENDITURES					
Capital Outlay	0	4,999	915,000	99.45%	910,001
Debt Service	0	58,627	58,700	0.12%	73
Total EXPENDITURES	0	63,626	973,700	93.47%	910,074
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	1,115	(49,274)	(936,700)	94.74%	(887,426)
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	83,200	100.00%	83,200
Total OTHER FINANCING SOURCES (USES)	0	0	83,200	100.00%	83,200
NET CHANGE IN FUND BALANCE	1,115	(49,274)	(853,500)	94.23%	(804,226)
BEGINNING FUND BALANCE	803,746	854,135	853,500	-0.07%	(635)
ENDING FUND BALANCE	804,861	804,861	0	NA	(804,861)

City of Dundee

Statement of Revenue & Expenditures
Parks Fund - 131
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	32,800	32,800	0.00%	0
Miscellaneous Revenue	0	2,541	2,600	2.27%	59
Total REVENUE	0	35,341	35,400	0.17%	59
EXPENDITURES					
Materials & Services					
Professional Services	170	4,105	4,000	-2.63%	-105
Repairs & Maintenance	178	2,316	5,200	55.47%	2,884
Total Materials & Services	348	6,421	9,200	30.21%	2,779
Capital Outlay	0	38,505	37,500	-2.68%	-1,005
Total EXPENDITURES	348	44,926	46,700	3.80%	1,774
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(348)	(9,584)	(11,300)	15.18%	-1,716
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	5,500	100.00%	5,500
Total OTHER FINANCING SOURCES (USES)	0	0	5,500	100.00%	5,500
NET CHANGE IN FUND BALANCE	(348)	(9,584)	(5,800)	-65.25%	3,784
BEGINNING FUND BALANCE	(934)	8,302	6,100	-36.10%	-2,202
ENDING FUND BALANCE	(1,282)	(1,282)	300	527.39%	1,582

City of Dundee

Statement of Revenue & Expenditures

Tourism Fund - 151

From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Taxes	1,259	52,591	75,800	30.62%	23,209
Miscellaneous Revenue	195	2,422	13,000	81.37%	10,578
Total REVENUE	1,454	55,013	88,800	38.05%	33,787
EXPENDITURES					
Materials & Services					
Professional Services	1,503	2,239	2,500	10.44%	261
Contractual Services	2,250	16,752	112,000	85.04%	95,248
Total Materials & Services	3,753	18,991	114,500	83.41%	95,509
Capital Outlay	0	11,000	80,000	86.25%	69,000
Total EXPENDITURES	3,753	29,991	194,500	84.58%	164,509
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(2,299)	25,021	(105,700)	123.67%	(130,721)
NET CHANGE IN FUND BALANCE	(2,299)	25,021	(105,700)	123.67%	(130,721)
BEGINNING FUND BALANCE	143,413	116,093	110,900	-4.68%	(5,193)
ENDING FUND BALANCE	141,115	141,115	5,200	-2613.74%	(135,915)

City of Dundee

Statement of Revenue & Expenditures
Fire Station Construction Fund - 201
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Miscellaneous Revenue	0	80,436	81,300	1.06%	864
Total REVENUE	0	80,436	81,300	1.06%	864
EXPENDITURES					
Materials & Services					
Professional Services	0	31,221	24,900	-25.39%	(6,321)
Total Materials & Services	0	31,221	24,900	-25.39%	(6,321)
Capital Outlay	0	117,861	116,600	-1.08%	(1,261)
Total EXPENDITURES	0	149,082	141,500	-5.36%	(7,582)
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	0	(68,646)	(60,200)	-14.03%	8,446
NET CHANGE IN FUND BALANCE	0	(68,646)	(60,200)	-14.03%	8,446
BEGINNING FUND BALANCE	(8,432)	60,214	60,200	-0.02%	(14)
ENDING FUND BALANCE	(8,432)	(8,432)	0	0.00%	8,432

City of Dundee

Statement of Revenue & Expenditures

Bonded Debt - 310

From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Taxes	818	148,161	148,000	-0.11%	(161)
Miscellaneous Revenue	23	1,024	1,000	-2.39%	(24)
Total REVENUE	841	149,185	149,000	-0.12%	(185)
EXPENDITURES					
Debt Service	0	150,143	150,200	0.04%	57
Total EXPENDITURES	0	150,143	150,200	0.04%	57
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	841	(958)	(1,200)	20.14%	(242)
NET CHANGE IN FUND BALANCE	841	(958)	(1,200)	20.14%	(242)
BEGINNING FUND BALANCE	16,011	17,810	17,600	-1.19%	(210)
ENDING FUND BALANCE	16,852	16,852	16,400	-2.75%	(452)

City of Dundee

Statement of Revenue & Expenditures
Water Fund - 431
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	39,734	554,801	617,400	10.14%	62,599
Miscellaneous Revenue	316	3,148	3,400	7.40%	252
Total REVENUE	40,050	557,949	620,800	10.12%	62,851
EXPENDITURES					
Personnel Services	17,302	171,689	217,400	21.03%	45,711
Materials & Services					
Supplies	560	9,567	12,500	23.46%	2,933
Professional Services	0	11,581	8,600	-34.67%	(2,981)
Contractual Services	0	2,543	10,000	74.57%	7,457
Travel & Training	0	1,284	2,300	44.17%	1,016
Insurance	0	6,502	5,700	-14.06%	(802)
Regulatory Requirements	21	11,891	15,500	23.29%	3,609
Utilities	2,689	34,857	46,100	24.39%	11,243
Repairs & Maintenance	1,074	13,717	40,800	66.38%	27,083
Interfund Services	7,767	69,900	94,000	25.64%	24,100
Other Materials & Services	549	7,451	9,700	23.19%	2,249
Total Materials & Services	12,659	169,293	245,200	30.96%	75,907
Capital Outlay	2,468	22,393	36,000	0.00%	13,607
Total EXPENDITURES	32,429	363,375	498,600	27.12%	135,225
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	7,621	194,574	122,200	-59.23%	(72,374)
OTHER FINANCING SOURCES (USES)					
Transfers Out	(1,918)	(26,559)	(155,000)	82.87%	(128,441)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	(1,918)	(26,559)	(175,000)	84.82%	(148,441)
NET CHANGE IN FUND BALANCE	5,703	168,016	(52,800)	418.21%	(220,816)
BEGINNING FUND BALANCE	222,250	59,937	56,500	6.08%	3,437
ENDING FUND BALANCE	227,953	227,953	3,700	6060.89%	224,253

City of Dundee

Statement of Revenue & Expenditures
Water CIP Fund - 432
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	6,506	32,530	39,200	17.02%	6,670
Miscellaneous Revenue	515	7,663	6,000	-27.72%	-1,663
Total REVENUE	7,021	40,193	45,200	11.08%	5,007
EXPENDITURES					
Capital Outlay	8,419	123,346	265,000	53.45%	141,654
Debt Service	0	58,602	117,300	50.04%	58,698
Total EXPENDITURES	8,419	181,948	382,300	52.41%	200,352
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(1,398)	(141,755)	(337,100)	57.95%	-195,345
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	80,000	100.00%	80,000
Total OTHER FINANCING SOURCES (USES)	0	0	80,000	100.00%	80,000
NET CHANGE IN FUND BALANCE	(1,398)	(141,755)	(257,100)	44.86%	-115,345
BEGINNING FUND BALANCE	185,889	326,245	270,600	-20.56%	-55,645
ENDING FUND BALANCE	184,490	184,490	13,500	-1266.60%	-170,990

City of Dundee

Statement of Revenue & Expenditures
Sewer Fund - 441
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	100,777	1,119,053	1,331,400	15.95%	212,347
Miscellaneous Revenue	457	4,683	4,500	-4.07%	(183)
Total REVENUE	101,234	1,123,737	1,335,900	15.88%	212,163
EXPENDITURES					
Personnel Services	16,261	160,404	200,200	19.88%	39,796
Materials & Services					
Supplies	1,635	13,445	21,500	37.47%	8,055
Professional Services	4,215	15,621	40,700	61.62%	25,079
Contractual Services	94	480	700	31.48%	220
Travel & Training	0	1,003	2,300	56.38%	1,297
Insurance	0	15,797	16,700	5.41%	903
Regulatory Requirements	21	3,909	5,600	30.19%	1,691
Utilities	6,776	70,217	85,100	17.49%	14,883
Repairs & Maintenance	14	40,011	221,300	81.92%	181,289
Interfund Services	6,883	68,833	86,400	20.33%	17,567
Other Materials & Services	549	7,400	9,500	22.10%	2,100
Total Materials & Services	20,188	236,716	489,800	51.67%	253,084
Total EXPENDITURES	36,449	397,120	690,000	42.45%	292,880
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	64,785	726,616	645,900	-12.50%	(80,716)
OTHER FINANCING SOURCES (USES)					
Transfers Out	(60,539)	(555,020)	(745,600)	25.56%	(190,580)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	(60,539)	(555,020)	(765,600)	27.51%	(210,580)
NET CHANGE IN FUND BALANCE	4,246	171,596	(119,700)	243.35%	(291,296)
BEGINNING FUND BALANCE	324,901	157,552	143,300	9.95%	14,252
ENDING FUND BALANCE	329,147	329,147	23,600	1294.69%	305,547

City of Dundee

Statement of Revenue & Expenditures
Sewer CIP Fund - 442
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	6,164	36,836	37,200	0.98%	364
Miscellaneous Revenue	956	10,101	30,500	66.88%	20,399
Total REVENUE	7,120	46,937	67,700	30.67%	20,763
EXPENDITURES					
Capital Outlay	0	8,248	8,300	NA	53
Debt Service	0	362,128	689,200	47.46%	327,072
Total EXPENDITURES	0	370,376	697,500	46.90%	327,124
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	7,120	(323,439)	(629,800)	48.64%	(306,361)
OTHER FINANCING SOURCES (USES)					
Transfers In	55,500	499,500	666,000	25.00%	166,500
Total OTHER FINANCING SOURCES (USES)	55,500	499,500	666,000	25.00%	166,500
NET CHANGE IN FUND BALANCE	62,620	176,061	36,200	-386.36%	(139,861)
BEGINNING FUND BALANCE	627,533	514,092	497,100	-3.42%	(16,992)
ENDING FUND BALANCE	690,153	690,153	533,300	-29.41%	(156,853)

City of Dundee

Statement of Revenue & Expenditures
Storm Water Fund - 451
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	9,138	91,336	109,800	16.82%	18,464
Miscellaneous Revenue	87	672	1,000	32.82%	328
Total REVENUE	9,225	92,008	110,800	16.96%	18,792
EXPENDITURES					
Personnel Services	2,237	22,877	28,300	19.16%	5,423
Materials & Services					
Supplies	135	1,510	2,300	34.35%	790
Professional Services	0	3,743	5,600	33.17%	1,857
Travel & Training	0	70	200	65.25%	131
Insurance	0	209	200	-4.26%	(9)
Regulatory Requirements	0	36	100	64.50%	65
Utilities	30	671	1,100	39.00%	429
Repairs & Maintenance	5	1,379	2,700	48.91%	1,321
Interfund Services	1,133	11,333	12,100	6.34%	767
Other Materials & Services	2	8	300	97.34%	292
Total Materials & Services	1,305	18,958	24,600	22.94%	5,642
Total EXPENDITURES	3,542	41,835	52,900	20.92%	11,065
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	5,683	50,173	57,900	13.35%	7,727
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(63,900)	100.00%	(63,900)
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	0	0	(68,900)	100.00%	(68,900)
NET CHANGE IN FUND BALANCE	5,683	50,173	(11,000)	556.11%	(61,173)
BEGINNING FUND BALANCE	57,128	12,638	12,100	4.44%	538
ENDING FUND BALANCE	62,810	62,810	1,100	5610.02%	61,710

City of Dundee

Statement of Revenue & Expenditures
Storm Water CIP Fund - 452
From 4/01/2020 Through 4/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Charges for Services	2,436	14,616	15,000	2.56%	384
Miscellaneous Revenue	24	1,169	1,300	10.11%	131
Total REVENUE	2,460	15,785	16,300	3.16%	515
EXPENDITURES					
Capital Outlay	688	74,889	111,000	32.53%	36,111
Debt Service	0	11,799	23,700	50.22%	11,901
Total EXPENDITURES	688	86,688	134,700	35.64%	48,012
EXCESS (deficiency) of REVENUE OVER EXPENDITUR	1,772	(70,904)	(118,400)	40.12%	-47,496
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	52,000	100.00%	52,000
Total OTHER FINANCING SOURCES (USES)	0	0	52,000	0.00%	52,000
NET CHANGE IN FUND BALANCE	1,772	(70,904)	(66,400)	0.00%	4,504
BEGINNING FUND BALANCE	15,237	87,912	71,400	0.00%	-16,512
ENDING FUND BALANCE	17,009	17,009	5,000	0.00%	-12,009

AGENDA REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: May 19, 2020

Re: Planning Commission Appointment

Earlier this year Planning Commissioner Charlotte Ormonde resigned leaving an unexpired term ending December 31, 2021. Commissioner Ormonde was the second member on the Planning Commission residing on the riverside of Highway 99W that resigned this year leaving no representation from that part of Dundee. Council authorized an extended recruitment period, but we only received one application as of the date of this memo from James Kay, 210 NW Dogwood Drive. The Planning Commission has not been active due to the ongoing COVID-19 restrictions and the disruption to the recruitment of a new City planner. However, the Planning Commission will be conducting a public hearing on June 17, 2020 and appointment at the May 19 Council meeting will allow adequate time for orientation training and receiving the agenda packet for review.

Section 2.16.020 of the Dundee Municipal Code provides for membership qualifications to the Planning Commission. Residency of at least one year is required, except one member may be a non-resident provided the member owns real property in the City at least one year prior to the appointment. No more than two members shall be engaged in the same kind of occupation, business, trade or profession.

The table below shows the occupation/terms of the remaining Planning Commission members:

Name	Residence	Occupation	Term Ending December 31
Shannon Howland	211 SW 9th Street	Financial Analyst	2021
Edward Carlisle	760 SW Alder Street	Engineer/Business Owner	2021
David Hinson	226 NW Carmel Circle	IT Systems Engineer	2023
Maria Hinoveanu	142 SW Hawthorne Court	Technical Writer	2023
Doug Pugsley	109 SW Dogwood Drive	Team Coach, AMEX GBT	2023
Eugene Gilden	225 NW Laurel Street	Retired – College Professor	2023

Mr. Kay plans on joining the May 19 meeting and will be available for questions from the Council.

Recommendation: Motion to appoint James Kay to the Dundee Planning Commission to complete an unexpired term ending December 31, 2021.

CITY of DUNDEE Oregon

PLANNING COMMISSION APPLICATION INFORMATION

Those wishing to serve on the planning commission are asked to complete and return the form below. Resumes are preferred, but not required. Application should be marked "Planning Commission Application" and sent to:

Rob Daykin, City Administrator
City of Dundee
PO Box 220
Dundee, Oregon 97115

Name James B. Kay Telephone Number 503-554-9754

Address 210 N.W. Dogwood Dr, Dundee, OR 97115

E-Mail jamesbkay7@gmail.com

Year(s) of Residence 9 yrs. Job/Occupation Retired

Educational Background Resume'

State briefly your reasons for applying Please see attached cover letter and resume

Dated this 23 day of March, 2020.

Signature [signature]

Office Use Only:
Date of Appointment _____ Term Expires _____

Signed _____, Mayor of Dundee

Dated this _____ day of _____, 20_____.

James B. Kay
210 NW Dogwood, Dundee Oregon 97115 ◆ (619) 933-9913 ◆ jamesbkay7@gmail.com

13 March 2020

To whom it may concern,

I am responding to the Mayor's request to serve. I would like to express my interest in the Dundee Planning Commission opportunity.

Program Manager - Prestige Communities
Pro forma development planning, budgeting, and management for contracted and subcontracted programs for four housing tract developments, consisting of 387 homes. In addition to Program Management duties was point person for Government permits, suppliers, audits, safety management, architectural design choice, land search/purchase, contracting, and State, County, City, and OSHA compliance.

I am open to differing opinions, fair minded and impartial, no pre-conceived agenda nor attitudes. I have the ability to listen and understand different perspectives, compare it with my work experience and then formulate my own opinion.

I have always traveled extensively with my jobs and honestly never had the time to give back to my community. I now have that time available.

Experience and proven personal characteristics in the following areas identify me as a candidate worthy of consideration for an opportunity with the Dundee Planning Commission includes:

My knowledge, skills, ability, experience and success building relationships will assist in meeting Dundee Planning Commission Planning operations vision, strategic growth and economic development. When asked my references and past subordinates with direct report responsibilities will validate my ability to get the job done, build trust with team members and influence team member to take pride and ownership in planning business operations.

Sincerely,

//s// James B. Kay //

James B. Kay
(619) 933.9913 ◆ jamesbkay7@gmail.com

OBJECTIVE

To become a member of the Dundee City Planning Commission

SUMMARY

Accomplished results-oriented leader with over 23 years of Commercial/DOD related Management, Data Analysis/Investigation, and Problem Solving experience, utilizing diagnostic equipment designed for rotary winged aircraft Exceptional record of value added results include records and inventory, auditing, strategic planning, budgeting, aircrew/maintenance work force planning, training, and operations oversight at the Program Manager, Country Manager, and Site Manager level. Core competencies:

- **Communication Written & Verbal**
- **Strategic Planning**
- **Operations & Records Management**
- **Team Building - Partners**
- **Innovation & Initiative**
- **Performance Management**
- **Data Analysis**
- **Condition Based Maintenance Programs**
- **Continual Improvements**
- **Aviation Safety & Quality**
- **Audit**
- **Diversity/Inclusion**

Professional Accomplishments

Expeditionary Warfare Country Management & Site Management (Afghanistan & Africa)
Accountable, onsite senior management company representative, with delegated authority to speak and make decisions on behalf of the company and airworthiness operating certificate. Scope of accountability includes but is not limited to day-to-day interaction with contracting officer & contracting officer representative and ensuring regulatory oversight compliance ((DOD, FAA, CAA, OSHA, & Company practices, policies and procedures). Day-to-day operational responsibilities include:

- **Company Personnel Managment**
- **Operations Management**
- **Operational Risk Management & Mitigation**
- **Operations Documentation**
- **Quality Assurance**
- **Oversight of Internal Audit Program**
- **Maintenance Management & Planning**
- **Safety Management System Adherence**
- **Business Operations**
- **Aircraft Records, AOG, Documentation**
- **Safety Assurance**
- **Client Satisfaction Services**

- Internal Audit Manager responsible for the planning, preparation and execution of the DOD Commercial Airlift Review Board Biennial Audit Survey from 2008 – 2017. Personal efforts & oversight led to (%) zero discrepancy audits allowing Evergreen Helicopters & AAR Airlift Group to continue on contract revenue generation.
  2008 – 2017 All internal, customer, and CARB audits completed with no discrepancies
- As Evergreen Aviation Africa Country/Site Manager identified in country service costing inefficiencies, researched new in country service providers and developed & implemented a in country service provider transition strategy which resulted in a contract monthly savings of $157,000 and $4,710,000 savings over the remaining 30 months of the Africa Program.
- As the Afghanistan Country Manager and Senior Safety Representative served as the senior board member for two aircraft mishap investigation boards in response to aircraft being engaged by small arms hostile fire. Board results led to development of standardized operating procedures which increased safety and decreased risk.
- As the Africa Country/Site Manager was responsible for fixed wing and rotary wing flight operations on two separate Airworthiness Operating Certificates (AOCs) at two separate austere expeditionary air warfare flight operating locations. Scope of responsibility include communication & documentation with company headquarters & executive management, surveillance requirements with the FAA, all regulatory compliance, interface with Contracting Officer (KO) and Contracting Officer Representative (COR), ground & flight operations, aircraft maintenance, aircrew manning, mission operational control, safety, logistics, physical security, security clearances, and forward operating base infrastructure to include travel, transportation, messing and berthing of all company contract personnel.
- Safety Subject Matter Expert (SME) with responsibility to establish and prepare Evergreen Unmanned Systems (EUS) Detachments for deployment. Responsibility included developing a UAS Safety Management System, UAS operational Risk Management Program, Risk Mitigation Tools, UAS Hazard Reporting System and Safety Standard Operating Procedures for (10) EUS Insitu Scan Eagle Deployments. Personal efforts and time resulted in a perfect UAS Deployment Safety Record.

Work History

10/15 – 04/18

AAR Airlift – Flight Operations Coordinator (FOC), Obo Central African Republic, and Kandahar, Afghanistan

Once obtaining US Military Tasking Officer daily mission requirements, FOC plans and designates all tasking of mission flight planning, weather, personnel and cargo deliveries, and fuel stops. Responsibilities include flight following of all AAR aircraft and missions, both fixed and rotary winged aircraft. All Intelligence, Weather, and Flight Briefings are attended by the FOC. Additional duties include Daily, Weekly, and Monthly, Aircraft/Flight Crews/Maintenance, Data Analysis, and Audit records reporting. Assume the duties of the Site Manager when out of the Area of Operation.

05/13 – 09/14

Erickson Helicopters – Project Manager Fixed Wing Contract Entebbe, Uganda & Rotary Wing Contract Obo, Central African Republic, Contract Ended, DOD Contract

Leading, Managing, Administer, Operational Readiness; Define Goals and course of action for site day-to-day operations, Trained qualified Personnel, maintenance, material, safety, health, and environment functions in support of Presidential Directive Program for both contracts. *Planning and Organizing*; Management and coordination functions include ensuring FAA Fixed Wing and Rotary Wing regulatory compliance for Part 135 regulatory requirements for all pilots, maintenance personnel, operations personnel, logistics, and safety in support of high tempo operations in Africa. Specific management coordination includes liaison between corporate headquarters, customer relations, and regulatory personnel (Erickson Helicopters, FAA, DOD, OSHA) to ensure Project Health, Safety, & Environment practices, policies, and procedures fell within defined guidance and regulation.

09/11- 05/13

Evergreen Helicopters - Site & Safety Manager, Shank Afghanistan for an 8 Helicopter Operation, DOD Contract

Manage and liaison site day-to-day operations, maintenance, material, safety, health, and environment functions in support for a multi-million-dollar contract. Management and coordination functions include ensuring FAA regulatory compliance for Part 135 operations for all pilots, maintenance personnel, operations personnel, data analysis, logistics, audits, and safety in support of high tempo operations in Afghanistan. Management coordination includes liaison between corporate headquarters, prime contractor on site personnel, customer relations, Commercial Airlift Division Staff, and regulatory personnel (Evergreen, Fluor, Commercial Airlift, FAA, DOD, OSHA) to ensure project Health, Safety, & Environment practices, policies, and procedures fell within defined contract guidance and regulation.

08/10-09/11

PeopleTec - Program Manager to US Army Health Usage and Monitoring Systems (HUMS) Director, DOD Contract, FMS Sales

Program Management responsibilities included Honeywell and B.F. Goodrich DOD HUMS contract and customer support. Specialized safety, maintenance, cost, operations, and performance applications of HUMS systems provided hands-on objective asset operational safety key indicators & forecasters. The HUMS Program provides safety accountability, defines limitations, and measures key indicators which play an integral role in the Department of the Army's Health, Safety, and Environment practices, policies and procedures. Duties included engineering reviews, managing budgets, schedules, testing and performance of new HUMS software releases.

01/08-07/09

Evergreen Helicopters Inc – Director, Health Usage & Monitoring Systems (HUMS)/Deputy Director Safety (Aviation/Ground)
Evergreen Unmanned Systems (EUS) UAS Director of Safety

Managed a world-wide standardized Health Usage & Monitoring System (HUMS) and Condition Based Maintenance (CBM) programs for the BH-412EP and S76C++. Established data analysis training and asset management for all of Evergreen's HUMS equipped aircraft. As EHI Site/Safety Manager, responsibilities included balanced maintenance and safety operational requirements in order to meet OSHA regulatory compliance. Authored, developed, and implemented corporate Safety Management System (SMS) with global reach to Alaska, Hawaii, Philippines, Guam, Afghanistan, and Globally Shipboard and throughout Continental United States.

08/05-09/09

Prestige Communities – Program Manager

Pro forma development planning, budgeting, and management for contracted and subcontracted programs for four housing tract developments, consisting of 387 homes. In addition to Program Management duties was point person for Government permits, suppliers, audits, safety management, architectural design choice, land search/purchase, contracting, and State, County, City, and OSHA compliance.

EDUCATION

- 09/08 - University of Southern California, Aviation Safety Management Systems
- 03/83 – 07/84 Antelope Valley College, Lancaster, CA
- 01/75 – 07/77 Grossmont College, Grossmont, CA

Security Clearance – Active DOD Secret

Kennedy Jenks

May 14, 2020

Mr. Rob Daykin
City Administrator
PO Box 220
620 SW 5th Street
Dundee, OR 97115

Subject: Engineers Revision to Recommendation of Award
WWTP Biosolids Maintenance Program
City of Dundee, Oregon
1776010.00

Dear Mr. Daykin:

On May 5th, I presented a recommendation to the City of Dundee City Council regarding the review of bidder proposals for the City of Dundee Biosolids Maintenance Program. Following the recommendation and Council approval, a Notice of Intent to Award was provided to the bidders. Fire Mountain Farms, the second ranked proposer, inquired about the review process and general proposal feedback. Through this discussion, we uncovered that the Fire Mountain Farms hard copy proposal received at the Dundee City Hall, contained a mix of single and double sided pages. When this proposal was scanned, only the front pages of the proposal documents were scanned. This incomplete proposal was then used during the proposal evaluations. Since the complete proposal was delivered in accordance with the Request for Proposal requirements, we have since reviewed the complete proposal and have provided a revised evaluation below.

Recall that the Fire Mountain Farms proposal was deemed incomplete, due to a failure to provide responses required under the Qualifications and Responses section of the Request for Proposal. Specifically, the proposer failed to provide responses to questions about past DEQ Violations. Upon review of the complete submitted proposal, these requirements are in fact met by the proposer.

Therefore, the complete proposal was rescored, and the summary is presented below.

Table 1: Summary of Biosolids Management Program Contractor Bids

Contractor	Combined Evaluation Results	Bid Amount ($ per 100 DT removal event)
Synagro	92	$134,800
Fire Mountain Farms	95	$104,812

Overall, the Fire Mountain Farms proposal is complete and meets the criteria of the Request for Proposal in equal or similar nature as the Synagro proposal. With equivalent qualifications contained within Fire Mountain Farms' complete proposal documents, their low bid price results in a higher evaluation score.

This is an unfortunate set of circumstances, however, was an honest mistake, borne out of the stay at home circumstances and need for routing electronic documents for review. Since this bid error was not the fault of any one contractor, my recommendation is to nullify the bid evaluation that was completed

421 SW 6th Avenue, Suite 1000 | Portland, OR 97204
Phone: 503-423-4000

with partial proposal documents and accept the revised evaluation scoring. Therefore, I recommend awarding the Dundee Biosolids Maintenance Program Contract to the highest qualified proposer, Fire Mountain Farms.

In consideration of the options available to the City in moving forward, a new Notice of Intent to Award could be issued. The Notice would include a restart to the seven-day protest period. While I do believe the circumstances are understandable, it is possible that a protest could be filed.

As of today, a formal protest has not been received and the formal protest period included as part of the initial Notice of Intent to Award will expire at 5:00 PM on Friday May 15th.

I intend to be able to discuss this at the next Council meeting. A copy of the completed documents is attached for reference. Please contact me at your convenience if you would like to discuss the bids further.

Very Truly Yours,

KENNEDY/JENKS CONSULTANTS

Michael Humm, P.E.

Enclosure (Request for Proposals, Synagro Proposal, Fire Mountain Farms Proposal)

cc: Dana Devin-Clarke, PE

Appendix A: Request for Proposal

Kennedy Jenks

421 SW 6th Avenue, Suite 1000
Portland, Oregon 97204
503-423-4000
FAX: 503-295-4901

PROJECT MANUAL

CITY OF DUNDEE BIOSOLIDS MAINTENANCE PROGRAM

REQUEST FOR PROPOSAL

April 2020

Prepared for

City of Dundee, Oregon
620 SW 5th Street
Dundee, Oregon 97115

K/J Project No. 1776010.00

CITY OF DUNDEE, OREGON

BIOSOLIDS MAINTENANCE PROGRAM

REQUEST FOR PROPOSAL

Note: Sections in bold and italicized are provided in this Submittal

PROJECT MANUAL

TABLE OF CONTENTS

CITY OF DUNDEE, OREGON
REQUEST FOR PROPOSAL
BIOSOLIDS MAINTANENCE PROGRAM
DUE: 2:00 PM on APRIL 29th, 2020

The City of Dundee (City) wishes to enter into an Agreement for management and maintenance of their biosolids program. Interested contractors must submit quality-based proposals and quotations to this Request for Proposal (RFP).

The contractor shall submit one original copy of the Proposal labeled "Dundee Biosolids Maintenance Program" to either the following address:

Mr. Rob Daykin
City Administrator
City of Dundee
620 SW 5th Street
Dundee, OR 97115

Or

Bids may also be emailed to Rob.Daykin@dundeecity.org

Proposal are due on or before April 29th, 2020 at 2:00 p.m. Submittals postmarked before the deadline but received afterward will not be considered. Late or faxed proposals will not be considered.

Kennedy/Jenks Consultants (Kennedy Jenks) is providing professional engineering services for the project and will be assisting the City in the contractor selection process. Bid documents are provided by Kennedy Jenks. Inquires during the selection process or requests for Bid Documents and can be made by calling Dana Devin-Clarke at 503-423-4051 or by email at DanaDevinClarke@KennedyJenks.com .

Overview

The City owns and operates the City of Dundee Wastewater Treatment Plant (WWTP). Through the treatment process, the plant generates biosolids which are stored in two lined facultative sludge lagoons.

The intent of this RFP and the resulting biosolids management and maintenance Agreement is to obtain the services of a professional biosolids management firm for an Agreement duration of nine (9) years, to be responsible for all aspects of the City of Dundee Biosolids Maintenance Program (Program). This includes aspects of permitting, applying and obtaining land for the beneficial use of the City's biosolids and for DEQ land application site authorizations. The maintenance program requires removal of biosolids from the lagoons, transportation of biosolids, land application of biosolids, all associated work necessary to manage the biosolids program in accordance with the specifications and requirements herein, and all applicable state and federal regulations. It is the intent of the City that a minimum of 100 dry tons of biosolids be removed and land applied every three years beginning in 2020. The Agreement shall be awarded to the lowest cost, responsible and qualified bidder (contractor) whose proposal satisfies all the requirements of this RFP.

Biosolids Quality

City staff will perform lagoon solids sampling at least 6 months prior to the land application season to comply with their NPDES permit requirement. Sampling results from an accredited laboratory will be provided to the biosolids maintenance contractor. Solids analysis will include the requirements set forth in Oregon Administrative Rules (OAR) Chapter 340 Division 50 as follows: Total Solids (% dry wt.), Volatile solids (% dry wt.), Biosolids nitrogen for; NH3-N;N03-N;&TKN (% dry wt.),Phosphorus (% dry wt.), Potassium (% dry wt.), pH (standard units), pollutants content for: As, Cd, Cu, Hg, Mo, Ni, Pb, Se, & Zn, measured as total in mg/kg. The City will supply a completed Notice and Necessary Information (NANI) form and a signed Certification Statement certifying biosolids have met the vector attraction reduction and pathogen requirements of 40 CFR Part 503 for land application of Class B biosolids. Sampling results and the NANI form for 2020 are included in Exhibit C.

Project Schedule

All work shall be performed and completed at regular intervals. It is the intention of the City to award this biosolids maintenance Agreement for a period of nine (9) years with a nine (9) year renewal option beginning on or about May 5, 2020.

All biosolids will be available for removal from the WWTP facility lagoons Monday through Saturday 7:00 am to 7:00 pm.

Selection Committee

A Selection Committee composed of a combination City staff and Kennedy Jenks project staff will review the RFPs and make a recommendation to City Council for selection of the Biosolids Management Contractor for the Dundee Biosolids Maintenance Program.

Proposal Submittal

Proposals shall contain all pertinent information required for evaluation of biosolids program management contractors based on the Evaluation Criteria summarized in this RFP. Submittals shall be limited to 10 pages in length double sided. Use 8 ½ X 11 paper formatted with 12-point font size and one-inch margins.

The proposal is split into three sections each with a maximum allotted point value. The total of the three sections will result in the overall Proposal score. A summary of each section's scores is provided below.

All responsive proposals from contractors will be reviewed and evaluated by the Selection Committee. The proposals shall include the following minimum criteria, in addition to responses to other items requested herein:

Section 1: Introduction Letter (5 points)

Letter of Introduction that contains:

- Name, telephone number, fax number and email address of a contact person and project manager for your proposal.
- Primary business experience, length of time in business, ownership, location of offices, and other introductory information.

- A statement that your proposal will be valid for a period of at least 90 days.
- The letter should be signed by an authorized representative of your firm who is legally authorized to bind the firm to its proposal and cost schedule, can participate in agreement negotiations and is authorized by your firm to sign the final agreement.
- A statement that all licenses and permits necessary to prosecute and complete the work can be secured by the Contractor.
- A statement that insurance certification with required coverages and deductibles can be secured by the Contractor prior to starting work.
- Following the Introduction Letter, include a signed Certification Form attached as Exhibit B CERTIFICATION FORM. This document will not count towards your page count but must be submitted to be considered a responsible bidder.

Section 2: Qualifications and References (40 points)

Provide a summary of applicable qualifications and references that contain:

- Describe the years of experience of your company and your company's key personnel in the management of biosolids programs. Include the length of employment of each employee who will be performing the work. Include the following for key staff:
    - Name, location, and telephone number of the representative to contact regarding all matters.
    - Name(s) of staff agronomist(s) who will perform the agronomic and technical reporting requirements of this project. Please also describe previous work obtaining biosolids site authorizations through Oregon DEQ and the local regional office.
    - Staff or subcontractors providing ancillary service capabilities (e.g., de-watering, hauling, management of liquid biosolids, etc.).
- Describe all the equipment that will be used to perform the work.
- Provide a list of customers (five minimum) for whom you have provided similar services during the last five years. "Similar services" includes land application of bulk materials over a significant period in accordance with pre-established schedules and protocols. Provide the name and telephone number of a contact person for each customer.
- Answer the following questions:
    - Have you ever been involved in a DEQ enforcement action? If so, explain the circumstances and how was it resolved.
    - Have you ever had a DEQ violation attributed to one of your transportation, hauling or land application contracts? If so, explain the circumstances and how was it resolved.
- Provide the proposed analytical laboratory to be used to complete the required soil sampling analytics.
- Inventory of Oregon land available to be permitted for land application and current sites which bidder currently performs land application.

Section 3: Bid Form Quotation (55 points)

Bidders shall submit a firm unit price per dry ton of biosolids removed and land applied. The unit price shall include all costs, including but not limited to direct costs, indirect costs, securing land application sites, required DEQ approved site authorizations, monitoring and testing of land application sites, biosolids removal operations, mobilization, dredging, dewatering (if preferred), loading, transport, land application, overhead, and profit to the contractor in fulfillment of this Agreement.

The price shall remain firm until May 5, 2021, then, and on each subsequent May 5th of the Agreement period, the unit price shall be adjusted by the latest yearly percentage change in the CPI-U. For the purposes of this document the CPI-U is defined as the United States Average Consumer Price Index (unadjusted) for All Urban Consumers for All Items.

Evaluation of Proposals

The Selection Committee will evaluate those proposals which conform to the proposal instructions and meet the stated qualifications. The evaluation process will begin with an analysis of each proposal using the evaluation criteria below.

Criterion	Weight
Introduction Letter	5 points
Qualifications and References	40 points
Bid Form Quotation	55 points
Total	100 points

Negotiations

The City may enter into negotiations for the agreement with the highest ranked proposer. In the event negotiations are unsuccessful, the City will terminate the negotiations and negotiate with the second highest ranked proposer.

Clarifications

The City reserves the right to seek clarification of each proposal submitted. The City reserves the right to require other evidence of technical, managerial, financial, or other abilities prior to selection.

Notice of Intent to Award

Upon completion of the proposal evaluation process, the City will advise the proposers of its number one selection seven days prior to issuing a Notice of Intent to Award.

Agreement or Selection Process Timelines

Preliminary timelines for the Dundee Maintenance Program selection process are summarized in Table 1 below. The City reserves the right to modify the preliminary timelines, as necessary, throughout the contractor pre-selection process. Timelines are subject to modification at the sole discretion of the City.Table 1. Preliminary Timelines for Biosolids Management and Maintenance Program

RFP Submission Deadline	April 29, 2020
Biosolids Maintenance Program Contractor Selection Recommendation to City Council	May 5, 2020
Year 1 Biosolids land application	July through September 2020

Conditions Related to Submittals

Acceptance, Rejection, or Cancellation of Award

1. This RFP does not constitute an offer to contract and does not commit the City to award of an Agreement to anyone, or to pay any costs incurred in the preparation and submission of proposals. All costs of the quote process, interviews, Agreement negotiations, and related expenses are the responsibility of the proposer.

2. The City reserves the right to accept or reject any or all proposals received as a result of this selection process and to negotiate with any qualified proposer(s) for all or part of the requested services. The City reserves the right to waive any informality or irregularity in any proposal or proposals.

3. The City reserves the right to delay, suspend or cancel all or part of this RFP at any time before execution of an Agreement for any reason determined by the City to be in the public interest.

4. Acceptance of a proposal is subject to budget approval, appropriation, or budgetary constraints at the City.

5. All submittals become the property of the City of Dundee, Oregon.

Interpretations and Addenda

1. The City will notify proposers of any addenda by email. It is the responsibility of interested contractors to request a copy of the RFP from Kennedy Jenks and to verify they are listed with the correct contact information on the RFP-holders list.

2. If necessary, interpretations or clarifications in response to questions will be issued by Addenda to all parties included on the RFP-holders list.

Communication Procedures

The requirements of this section are intended to ensure the fair and equal treatment of all proposing contractors. Until the City issues its Notice of Intent to Award, contractors are prohibited from contacting the City, its representatives, or its employees for marketing or solicitation purposes related to this proposal.

Disregard of the requirements of this section will result in the disqualification of the contractor.

The WWTP site can be made available for access to contractors interested in viewing the site as part of preparation of their proposal. Site access is subject to City Staff availability. Access can be requested by contacting the following City representative:

- Mr. Jared Nunley, WWTP Operator: 503-538-6700

Agreement

The selected contractor will be required to execute the agreement attached hereto as Exhibit D AGREEMENT as written. Except for terms that concern compensation, which will be placed in an exhibit to the agreement, the agreement is not negotiable. Submission of a proposal constitutes acceptance of the terms of the agreement. You do not need to submit a signed copy of the agreement with your proposal.

Proposal Withdrawal

Any proposal may be withdrawn at any time before the proposal due date and time, by providing a written request in an email for the withdrawal of the proposal to the City Administrator. A duly authorized representative of the proposer's firm shall execute the request. Withdrawal of a proposal will not prejudice the right of the proposer to file a new proposal.

EXHIBIT A:
PRICE SHEET
BIOSOLIDS MAINTENANCE PROGRAM

Base Bid Itemization

Bid Item	Description	Unit	Qty	Unit Price (per DT)	Bid Price
1	Biosolids Removal	DT	100		
2	Land Management and Land Application	DT	100		
				Total Bid Price	

Quantity (QTY) represents the expected quantity of biosolids to be removed at each Removal Event.

EXHIBIT B:
CERTIFICATION FORM

City of Dundee, Oregon (City)

In this Certification Form the term "bidder" shall also mean Contractor and "bid" shall also mean Proposal:

NOTICE TO CONTRACTOR: ALL INFORMATION REQUIRED ON THIS FORM IS TO BE COMPLETED BY THE CONTRACTOR AND EITHER TYPEWRITTEN OR WRITTEN IN INK. THE FORM SHALL BE SIGNED IN INK BY AN AUTHORIZED CONTRACTOR REPRESENTATIVE.

The undersigned acknowledges, attests and certifies individually and on behalf of Contractor that:

(1) He/she is a duly authorized representative of Contractor, has been authorized by Contractor to make all representations, attestations, and certifications contained in this Proposal and all Addendum or Addenda, if any are issued and has the power and authority to enter into and perform the Agreement and that the Agreement, when executed and delivered, shall be a valid and binding obligation of Contractor and enforceable in accordance with its terms.

(2) This Proposal shall be irrevocable for 90 days after the opening of the Proposals.

(3) Contractor, acting through its authorized representatives, has read and understands all Request for Proposals (RFP) instructions, Special Terms and Conditions, Agreement terms and conditions contained in this RFP document, and has received, read and understood Addenda Numbers._____, _____,_____,_____. If no addenda were received, write "None Received" in the first blank provided.

(4) The Proposal submitted is in response to the specific language of the RFP and Contractor has made no assumptions based upon either (a) verbal or written statements not contained in the RFP or any Addenda.

(5) City shall not be liable to Contractor for any expenses incurred by Contractor in preparing and submitting its Proposal or in participating in the Proposal evaluation/selection process.

(6) Contractor will furnish the designated service(s) in accordance with the Proposal Special Terms and Conditions and requirements, and will comply in all respects with the terms of the resulting Agreement upon award.

(7) Contractor certifies that Contractor has not discriminated and will not discriminate, in violation of ORS 279A.110(1) against any minority, women or emerging small business enterprises certified under ORS 200.055, or against a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225, in obtaining any required subcontracts.

(8) Neither he/she nor any principals of Contractor are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting quotes or proposals by any federal, state or local entity, department or agency.

(9) Contractor has not been convicted or had a civil judgment rendered against them within a three-year period preceding the date of this Certification Form for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (federal, state or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property.

(10) Contractor is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 9 of this Certification Form.

(11) Contractor has not had one or more contracts terminated for default by any federal, state or local public agency within a three-year period preceding the date of this Certification Form.

(12) This Proposal has been arrived at independently and has been submitted without any collusion designed to limit independent proposing or competition. Contractor and its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to submitting a proposal on any public contract.

(13) Contractor certifies that it has designated any trade secret or confidential information, as these terms are defined in ORS Chapter 192, in its Proposal as required by the RFP. Undesignated data may be released to any person submitting a public records request.

Contractor Name: _____

Contractor Signature: _____

Printed Name: _____

Title, if applicable: _____

Date of Certification: _____

Phone: _____ Fax: _____

E-Mail: _____

EXHIBIT C.
BIOSOLIDS NOTICE AND NECESSARY INFORMATION

This form is to assist compliance with the bulk biosolids notification requirements as outlined in OAR 340.050. Please note, however, that if the biosolids meet the exceptional quality criteria, then the notification requirements do not apply. This form can be used by preparers of biosolids to transmit information to land appliers and also by land appliers to transmit information to land owners or lease holders.

	Preparer	Land Applier
Name	City of Dundee	Contractor – To Be Determined
Address	23310 Fulquartz Landing	
City, State	Dundee, Oregon	
Phone	97115	

Application Location	To Be Determined
Biosolids Type	To Be Determined
Quantity *(Dry Tons)*	100 DT
Compliance Period	-
Permit Number	101722

1. Pollutant Concentrations [mg/Kg (dry weight basis)] per OAR 340.050.0026			
Pollutant	**Table 1 Ceiling Concentration Limits**	**Table 3 Pollutant Concentration Limits**	**Date:**
			Measured Concentration
% Solids	-	-	
Arsenic	75	41	
Cadmium	85	39	
Copper	4300	1500	
Lead	840	300	
Mercury	57	17	
Molybdenum	75	-	
Nickel	420	420	
Selenium	100	100	
Zinc	7500	2800	

TKN	Required to determine appropriate rate for Land Application.	
Ammonia-nitrogen		
Organic-nitrogen		
Nitrate-nitrogen		

2. Pathogen Reduction (*check all that apply; in accordance with 40 CFR 503.32*)	
Class A	**Class B**
☐ **Alternative 1** (*time/temperature*)	☐ **Alternative 1** (*7 samples*) Geometric Mean:
☐ **Alternative 2** (*pH/time/temperature/% solids*)	**Alternative 2** (*process to significantly reduce pathogens [PSRP]*) ☐ Aerobic digestion ☐ Air drying ☐ Anaerobic digestion ☐ Composting ☐ Liming
Alternative 3 (*process to further reduce pathogens [PFRP]*) ☐ Composting ☐ Heat drying ☐ Heat treatment ☐ Pasteurization ☐ Beta ray irradiation ☐ Gamma ray irradiation ☐ Thermophilic aerobic digestion	
☐ **Alternative 4** (*PFRP equivalent*)	☐ **Alternative 3** (*PSRP equivalent*)

3. Vector Attraction Reduction (in accordance with *40 CFR 503.33*)	
☐ **Alternative 1** (*38% volatile solids reduction*) Percent Reduction: _____ ☐ **Alternative 1a** (*bench test-anaerobic*) Percent Reduction: _____ ☐ **Alternative 1b** (*bench test-aerobic*) Percent Reduction:	☐ **Alternative 4** (*pH stabilization*) ☐ **Alternative 5** (*≥75% solids*) ☐ **Alternative 6** (*≥90% solids*)
☐ **Alternative 2** (*SOUR*)	☐ **Alternative 7** (*injection*)
☐ **Alternative 3** (*aerobic process*)	☐ **Alternative 8** (*incorporation*)

4. **Certification Statement** (*must be signed by the **Responsible Official** or a **duly authorized representative**)*
"I certify, under penalty of law, that the following were met (check boxes, as applicable): *-The pollutant ceiling concentration limits in 40 CFR 503.13 Table 1.* *-The pollutant concentration limits in 40 CFR 503.13 Table 3.* *-The Class A pathogen reduction requirements in 40 CFR 503.32* *-The Class B pathogen reduction requirements in 40 CFR 503.32* *-The vector attraction reduction requirements in 40 CFR 503.33* *This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that pathogen reduction requirements, vector attraction reduction requirements, and pollutant concentration limits have been met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."* **Responsible Official Signature** _____Date_____ **Responsible Official Name and Title** _____, _____
***Form to be completed and provided prior to removal event*

Alexin Analytical LABORATORIES, INC.
Professional Laboratory Services
13035 SW Pacific Hwy
Tigard, OR 97223
Tel.: (503) 639-9311 Fax: (503) 684-1588

ANALYSIS REPORT

Reported: 04/15/2020
Received: 03/23/20
Sampled By: Jared Nunley
Sampled: 3/23/20 9:50 am
Work Order: 0083009

CLIENT
Dundee, City of
Attn: Jered Nunley
PO Box 220
Dundee OR, 97115
Phone: (503) 538-6700

Project: South Lagoon
Project # : N/A
PO # :
Sampling Location: 23310 NE Fulquartz Landing Rd, SFL
Sample Matrix: Sludge
Sample Name: Composite, sludge sample, com
Sample Type: Composite

Lab Number **Composite, sludge sample, comp**
0083009-01

	Method	Result	Units	dry mg/kg	Analysis Date/ Time
Arsenic	EPA 200.9	<0.120	mg/kg	< 5.0	03/26/2020
Cadmium	SM 3111B	<0.20	mg/kg	< 8.3	03/31/2020
Copper	SM3111B	4.44	mg/kg	185.0	03/31/2020
Lead	EPA 200.9	0.968	mg/kg	40.3	03/25/2020
Mercury	EPA 245.1	0.0224	mg/kg	0.9	04/07/2020
Nickel	SM 3111B	<1.00	mg/kg	< 41.7	03/31/2020
Selenium	EPA 200.9	<0.200	mg/kg	< 8.3	04/14/2020
Zinc	SM 3111B	11.5	mg/kg	479.2	03/24/2020

Lab Number **Composite, sludge sample, comp**
0083009-01

	Method	Result	Units		Analysis Date/ Time
pH	EPA 150.1	7.0	pH Units		03/23/2020
Total Solids	SM 2540-B	2.4	Weight %		04/06/2020
Total Volatile Solids	SM 2540-E	81.3	Weight %		04/06/2020
Total Kjeldahl Nitrogen	EPA 351.3	6870	mg/kg	28.625 %	03/24/2020
Ammonia as N	SM 4500-NH3F	628	mg/kg	2.617 %	03/23/2020
Nitrate as N	SM4500-NO3 D	<5.0	mg/kg	<0.021 %	04/03/2020
Potassium	SM 3111B	92	mg/kg	0.383 %	04/09/2020
Phosphorus	EPA 365.3	326	mg/kg	1.358 %	04/07/2020

MRL = Minimum Reporting Limit MPN = Most Probable Number

Approved by: _____
Adriana Gonzalez-Gray
Laboratory Director

EXHIBIT D:
CITY OF DUNDEE
BIOSOLIDS MAINTENANCE PROGRAM

AGREEMENT
FOR
MAINTENANCE SERVICES

THIS AGREEMENT is entered into on the ____ day of May 2020, by and between _____, _____, hereinafter "CONSULTANT", and City of Dundee, an Oregon municipal corporation, hereinafter "CLIENT", (collectively, referred to as the "PARTIES"). The PARTIES hereto agree as follows:

1. **Term**. This Agreement shall become effective upon the date of execution and shall extend for an initial term of nine (9) years until _____, 2029. This Agreement may be renewed for additional nine (9) year term upon mutual agreement of the PARTIES. If either party wishes to extend the Agreement, it will notify the other party no later than 180 days prior to the expiration of the term.

2. **Scope of Services**. CONSULTANT agrees to provide and perform certain professional maintenance services as set forth in Exhibit "B", attached hereto and incorporated herein by reference (the "Program").

3. **Independent Contractor.** CONSULTANT or acknowledges that for all purposes related to this Agreement, CONSULTANT is and shall be deemed to be an independent contractor as defined by ORS 670.700 and not an employee of CLIENT, shall not be entitled to benefits of any kind to which an employee of CLIENT is entitled and shall be solely responsible for all payments and taxes required by law. Furthermore, in the event that CONSULTANT is found by a court of law or any administrative agency to be an employee of CLIENT for any purpose, CLIENT shall be entitled to offset compensation due, or to demand repayment of any amounts paid to Contractor under the terms of this Agreement, to the full extent of any benefits or other remuneration CONSULTANT receives (from CLIENT or third party) as a result of said finding and to the full extent of any payments that CLIENT is required to make (to CONSULTANT or to a third party) as a result of said finding. The payment made to CONSULTANT pursuant to this Agreement shall be the full and complete compensation to which CONSULTANT is entitled. CLIENT shall not make any federal or state tax withholdings on behalf of CONSULTANT, nor shall CLIENT be required to pay any workers' compensation insurance on behalf of CONSULTANT.

4. **Compensation.** CLIENT agrees to pay CONSULTANT on a unit price basis per the attached Exhibit "A" as compensation for services rendered in accordance with the scope of work also referenced in the RFP. Invoices are due within 30 calendar days of completion of service, and CLIENT agrees to process and pay for services within 30 calendar days of receipt of invoices. All notices, bills and payments shall be made in writing and may be given by personal delivery, mail or by fax. Payments may be made by personal delivery, mail, or electronic transfer. The following addresses shall be used to transmit notices, bills, payments, and other information:

CLIENT	CONSULTANT
Attn:	Attn:
Address: P.O. Box 220 620 SW 5th Street Dundee, OR 97115	Address:
Phone: 503-538-3922	Phone:
Fax:	Fax:
Email:	Email:

and when so addressed, shall be deemed given upon deposit in the United States mail, postage prepaid, or when so faxed, shall be deemed given upon successful fax. In all other instances, notices, bills and payments shall be deemed given at the time of actual delivery. Changes may be made in the names and addresses of the person to who notices, bills and payments are to be given by giving written notice pursuant to this paragraph.

5. **Changes.** CLIENT, without invalidating this Agreement, may order changes in the services within the general scope of this Agreement consisting of additions, deletions or other revisions, and the contract sum and the contract time shall be adjusted accordingly. All such changes in the services shall be authorized in writing executed by CONSULTANT and CLIENT. In any case in which CONSULTANT performs changed or additional services without first receiving a written change order from the CLIENT, CONSULTANT will not be entitled to compensation for such services. The cost or credit to CLIENT resulting from changes in the services shall be determined in accordance with the fees and/or rates set forth in Exhibit "A." If none of the methods set forth in Exhibit "A" are applicable to the changes, the cost or credit to CLIENT shall be determined by mutual agreement.

6. **Compliance with Laws.** CONSULTANT shall have full and exclusive responsibility for compliance with all federal, state, and local requirements pertinent to its employees, methods, and procedures utilized in its performance of this agreement. Any activity of CLIENT in connection with the observation of services being performed by CONSULTANT is not intended to include review of CONSULTANT'S safety measures or other matters bearing upon the performance of the services by CONSULTANT. CONSULTANT, the Sub-consultants, if any, and all employers providing services, labor or materials under this Agreement are subject employers under the Oregon workers' compensation law and shall comply with ORS 656.017. CONSULTANT represents that it is, to the best of CONSULTANT'S knowledge, not in violation of any Oregon Tax Laws.

7. **Professional Expertise.** CONSULTANT represents it is skilled in the professional expertise necessary to provide the services required under this agreement.

8. **Liens.** CONSULTANT shall not permit any liens to attach to the work or property involved by reason of the performance of its services.

9. **Indemnification.** CONSULTANT agrees to indemnify, hold harmless and defend CLIENT, and any and all of their directors, officers, employees, agents, successors and assigns from and against all claims, loss, damage, charge or expense, to which they or any of them may be put or subjected arising out of or resulting from any negligent act, error or omission on the part of CONSULTANT, its contractors, its suppliers, anyone directly or indirectly employed by any of them, or for anyone whose acts or omissions any of them may be liable in the performance of the services described in this agreement.

10. **Acts of Other Consultants.** CONSULTANT further agrees that it will not hold CLIENT responsible for loss, damage or injury caused by any fault or negligence of other consultants or contractors providing services in connection with the PROGRAM. CONSULTANT agrees that it will look solely to said consultants or contractors for recovery from them, or any of them, for any such damage or injury.

11. **Insurance Requirements.** CONSULTANT shall maintain in effect at all times during this Agreement insurance coverage as described below. Certificates of all such insurance, executed by the insurer, shall be furnished to CLIENT immediately upon execution of this Agreement and prior to CONSULTANT commencing work.

    Certificates of insurance shall contain the following statement relative to cancellation:

    "Should any of the policies be canceled or materially changed before the expiration date thereof, the issuing company will mail 30 days' written notice to the named certificate holder. Additionally, CONSULTANT shall provide 30 days' written notice to CLIENT upon determination not to renew current insurance coverage."

    a. ***Workers' Compensation.*** Workers' Compensation insurance in accordance with statutory requirements and Employers' Liability insurance with limits of not less than $1,000,000 per occurrence.

    b. ***Commercial General Liability.*** Commercial General Liability insurance, including Contractual Liability, to cover liability assumed under this Agreement, product and completed operations. Limits shall be not

less than $2,000,000 for bodily injury and $2,000,000 for property damage and in an aggregate of not less than $2,000,000.

c. ***Environmental/Pollution Liability***. Environmental/Pollution insurance to cover liability assumed under this Agreement and shall not be less than $2,000.000.

d. ***Business Automobile Liability.*** Business Automobile Liability insurance, including Owned, Hired and Non-Owned Autos, required as set forth below:

Bodily Injury and Property Damage coverage in a combined single limit of not less than $1,000,000.

The above liability policies, except the Workers' Compensation and Employers' Liability, shall be endorsed to provide that CLIENT, its officers, directors, employees and volunteers are named additionally insured, but only in respect to the services to be performed by CONSULTANT for CLIENT.

12. **Termination of Agreement.** This Agreement may be terminated by CONSULTANT upon ten (10) business days prior written notice to CLIENT in the event of material failure by CLIENT to perform in accordance with the terms of this Agreement, through no fault of CONSULTANT, in which failure is not cured by CLIENT within such ten business days. This Agreement also may be terminated by CLIENT, with or without cause, upon ten (10) business days written notice to CONSULTANT. Unless CONSULTANT is in breach of this Agreement, CONSULTANT shall be paid for services rendered to the date of termination in accordance with Paragraph 3 above.

13. **Assignment.** This Agreement shall be binding upon the PARTIES and its successors and/or assigns. Neither CLIENT nor CONSULTANT shall assign its interest in this Agreement without the prior written consent of the other.

14. **Severability.** Should any provision herein be found or deemed to be invalid, this Agreement shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end the provisions of this Agreement are declared to be severable.

15. **Review and Investigation by Consultant.** CONSULTANT has reviewed the services to be provided and has made its own investigation concerning such services. CONSULTANT has determined that it has sufficient information to enter into this Agreement and to perform the services called for herein. CONSULTANT agrees and acknowledges that CLIENT has made no representations or warranties concerning the services to be provided and that CONSULTANT has relied solely upon its own review and investigation in entering into this Agreement.

16. **Asbestos/Hazardous Materials.** CONSULTANT shall be solely responsible for, and shall comply with all applicable federal and state rules and regulations in connection with the identification, handling, containment, abatement, or any other contact with any asbestos or hazardous material if such is present in connection with the services to be performed by CONSULTANT. CONSULTANT shall not look to CLIENT FOR assistance in any way with the services to be performed by CONSULTANT under this Paragraph and immediately shall notify CLIENT IN the event that CONSULTANT becomes aware that any employee of CLIENT IS attempting to assist in any way with these services.

17. **Dispute Resolution.** The parties agree in good faith to attempt to resolve amicably, without litigation, any dispute arising out of or relating to this Agreement. In the event that any dispute cannot be resolved through direct discussions, the PARTIES agree to endeavor to settle the dispute by mediation. Either party may make a written demand for mediation, which demand shall specify the facts of the dispute. The matter shall be submitted to a mediator mutually selected by the PARTIES. The mediator shall hear the matter and provide an informal nonbinding opinion and advice in order to help resolve the dispute. The mediator's fee shall be shared equally by the PARTIES. If the dispute is not resolved through mediation, the matter will be subject to binding arbitration. Matters subject to arbitration shall be settled by the Arbitration Service of Portland, Inc., in accordance with the Rules of the Arbitration Service of Portland, Inc., and CONSULTANT agrees to the consolidation of any arbitration or litigation between the CLIENT and CONSULTANT with other arbitration or litigation involving the CLIENT and the CONSULTANT's services.

18. **Attorneys' Fees.** (Not used).

19. **Amendment.** This Agreement may be modified only by a written amendment executed by both CLIENT and CONSULTANT. The failure of the CLIENT to enforce any provision of this Agreement shall not constitute a waiver by the CLIENT of that or any other provision.

20. **Integration.** This Agreement, including exhibits incorporated herein by reference, represents the entire agreement between the PARTIES, and supersedes all prior agreements, oral or written, and all other communications between the PARTIES relating to the subject matter of this Agreement.

21. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Oregon.

23. **No Third-Party Beneficiaries.** Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of a third party against the CLIENT or Consultant.

IN WITNESS WHEREOF, CLIENT and CONSULTANT have executed this Agreement this ___ day of _____, _____.

"CLIENT" City of Dundee, Oregon	"CONSULTANT" _____
By: _____	By: _____
Title: _____	Title: _____

LIST OF EXHIBITS:

- **Exhibit A:** Proposal for Dundee Biosolids Maintenance Program.
- **Exhibit B:** Scope of Services & Rate Sheet
- **Schedule:** Agreement work shall be completed as needed between 2020 and 2029.

EXHIBIT E
MAINTENANCE WORK FOR
LAND APPLICATION MANAGEMENT, BIOSOLIDS REMOVAL, AND LAND APPLICATION

PART 1 - GENERAL

1.01 GENERAL DESCRIPTION OF WORK

The City of Dundee (City) owns and operates a wastewater treatment plant (WWTP). Through the treatment process, biosolids are generated and stored in two lined Facultative Sludge Lagoons (FSLs).

The maintenance work includes securing Oregon Department of Environmental Quality (DEQ) authorized site(s) for biosolids land application, dredging and removal of biosolids from the FSLs, haul and land application to the certified site, and pre and post application site monitoring requirements. All site management, including certifications, interactions with site farmers and site monitoring activities such as soil sampling will be coordinated by the Contractor. The work to be performed shall include all labor, tools, materials, fuel and equipment necessary to manage the biosolids application program and remove and land apply the biosolids to the DEQ authorized site. The selected contractor will be required to measure and quantify the total mass of biosolids removed during this program. The Contractor will coordinate with the City to remove solids on a recurring scheduling over the next nine years. The maintenance program assumes one biosolids removal event to be completed once every three years. A minimum of 100 dry tons (DT) biosolids will be removed per removal event.

The Contractor shall be responsible for obtaining Site Authorization(s) from DEQ for all land to which the City's biosolids will be applied. Contractor shall be responsible for all documentation, correspondence, and outreach necessary to obtain DEQ approval and Site Authorization for the City. This includes approvals and agreements with property owners. Work performed by the Contractor shall be in compliance with the DEQ approved Site Authorization Letter for the land application site and the City's NPDES Permit. The Contractor shall be familiar with and perform all maintenance work in compliance with Federal Regulation 40 CFR 503 and Oregon Administrative Rule (OAR) Chapter 340 Division 050.

The City will provide Class B biosolids meeting standards with respect to pathogens in accordance with OAR340-050 and United States Environmental Protection Agency (EPA) Title 40 Code of Federal Regulation Part 503. The Class B biosolids will be provided in the form of 1% to 2% solids within the City's existing FSLs.

1.02 SUBMITTALS

A. PLAN OF OPERATIONS (BIOSOLIDS LAND APPLICATION WORK PLAN)
Submit for information, no copy will be returned.

1. Include name, address, phone number, email address, and brief resume of the superintendent, subcontractors, and major suppliers, as applicable.
2. Include a plan showing contractor's intended use of the site for staging, access and operations. Show location of fence, access points and gates. Show location for contractor's parking, work areas (for equipment operation, loading and stockpiling) and storage areas.

3. Include locations for discharge of wash water and routing of temporary piping to convey flow to these locations.

4. Include location of temporary utility connections and routing, or the utility source if not utilizing a temporary connection to existing utilities (e.g., generator).

5. Include list of equipment required for biosolids removal and transfer to land application site. Provide proposed method for protecting the lagoon liner during dredging and dewatering method if dewatering will occur.

6. Include proposed method of measuring quantities of solids removed from the lagoon.

7. Show calculations of agronomic application rates, and site plans for land application sites showing required buffers, and a sequence of application.

8. Contractor shall provide a letter stating the biosolids were applied at the approved sites in accordance with state and federal laws, and in accordance with DEQ site authorizations. The Contractor shall calculate and report the final agronomic application rates in terms of dry tons per acre, and pounds of nitrogen per acre.

B. BIOSOLIDS REMOVAL RECIEPTS

1. Provide a copy of the Bill of Lading for each vehicle used to transport biosolids including:

-Date of removal
-Truck number
-Driver name
-Gross weight
-Tare of empty truck
-Total tons of biosolids removed
-Field location ID

1.03 COMPLIANCE WITH REGULATIONS

A. The Contractor shall base biosolids plans on land application requirements provided in OAR 340-050 and in 40 CFR Part 503 Biosolids Regulations for Class B biosolids and all other required federal, state and local laws and regulations.

B. Application of biosolids shall be in accordance with the City's Biosolids Management Plan.

1.04 COORDINATION WITH CITY

A. The City will sample the biosolids FSLs according to the NPDES permit before February in the year when solids removal activities will occur. Sampling results will be provided to DEQ and the Contractor a minimum of 6 months prior to biosolids application.

B. Contractor shall notify the City a minimum of 7 days prior to beginning biosolids removal activities onsite. City will ensure the lagoon, where solids will be removed, is offline and a minimum of a 18-inch water blanket remains on top of the biosolids.

C. The WWTP site will be available for access by the Contractor between 7 am and 7 pm, Monday through Saturday (excluding holidays observed by the City).

1.05 USE OF FACILITIES

A. The City shall supply potable water from a hydrant. The Contractor shall be responsible for providing backflow prevention for the connection. Coordinate connection to the hydrant with City staff.

B. Contractor is responsible for providing electrical power for any equipment used during the mixing and removal process.

1.06 BIOSOLIDS SITE AUTHORIZATIONS AND PERMITS

A. The City does not have sites authorized for land application of biosolids. The Contractor shall be responsible for applying for the necessary permits and authorizing the City for all sites receiving biosolids for land application. Contractor shall be responsible for locating long term application locations and applying for any new site authorizations through DEQ for the duration of the management Agreement. Contractor will coordinate biosolids application with farmers and will provide all soil sampling, testing data and monitoring required to meet site authorization requirements.

1.07 BIOSOLIDS QUALITY

A. Contractor to notify owner that biosolids sampling activities are required by January in the year biosolids removal and land application activities will occur. The City will sample the biosolids FSLs according to the NPDES permit before February. Sampling results will be provided to DEQ and the Contractor a minimum of 6 months prior to biosolids application.

B. The Owner is not responsible for the performance efficiency of any item of the Contractor's equipment or equipment system used in this Agreement. Each prospective bidder must evaluate how the biosolids characteristics will influence the performance efficiency of their equipment.

PART 2 – BIOSOLIDS REMOVAL

2.01 BIOSOLIDS DREDGING & DEWATERING

A. Contractor shall provide all material, labor, fuel, power and equipment necessary to perform lagoon dredging services. Contractor may haul liquid biosolids or they may choose to dewater the solids prior to transport using their own equipment. Contractor shall provide all drainage equipment including temporary effluent piping.

Contractor shall employ a mixing and pumping process for biosolids removal. Pumps will be used to mix the biosolids blanket to create a uniform slurry. The mixing pumps shall be in operation at least 24 hours before any biosolids are removed and will continue in operation during the entire biosolids removal process. Notify City a minimum of 7 days in advance if uniform mixing is not required for the dredging process.

Dredging activities shall not damage the lagoon liner along the sides and bottom of the lagoons. Contractor shall repair the liner if damaged.

Contractor shall monitor solids removed from the lagoon using a flowmeter. Submit a daily recording of volume of solids removed from the lagoon to the Owner for the purpose of calculating dry tons of solids land applied. Contractor to provide solids samples once per hour to Owner to test for Total Solids (TS) content. If three consecutive samples return similar TS results, samples may be taken once a day if approved by Owner. Samples shall be collected in a manner approved by the Owner and shall be representative of the material being transferred to land application. The Contractor may supply their own drying oven and calibrated scale to perform TS testing.

All wash down water must be returned to the Lagoon or another plant process location at the discretion of the Owner. The Contractor shall provide and install all necessary fittings, valves, and piping to convey water back to the designated location.

From the time the Contractor informs the Owner the dredging of the lagoon cell is complete

prior to demobilization, the Owner can elect to perform an acceptance survey within 72 hours. The Owner shall perform the acceptance survey by measuring the remaining solids depth throughout the lagoon. After completion of the acceptance survey, the Owner shall immediately review the results to verify the Contractor has removed as many solids as practical. When the Owner determines the dredging of a lagoon cell is complete, the Owner shall issue written notice of that fact to the Contractor.

To the maximum extent possible, all biosolids, and all the Contractors' equipment and supplies must be contained within the WWTP site. Any spillage of biosolids, filtrate, sewage, chemicals, fuel or any debris or materials associated with the Contractor's activities or operations must be cleaned up immediately in a manner approved of by the Owner, at the Contractor's expense.

2.02 BIOSOLIDS HAULING SERVICES

A. Transport vehicles shall be the type(s) approved for biosolids hauling applications. General requirements for vehicles hauling biosolids are that the hauler is licensed to transport special waste, vehicles are to be equipped with tarp systems if required through local ordinances, and that the vehicles have watertight bodies properly equipped and fitted with seals to prohibit spillage or drainage. The contractor's equipment for loading and transport shall be compatible with the City of Dundee's loading area. Equipment shall be maintained and in good working condition.

B. The loading and transport vehicles shall be cleaned as often as necessary to prevent the deposit of biosolids on the exterior of the vehicle or on the roadways. This cleaning shall include, but is not limited to external surfaces, wheels, and undercarriages. Cleaning of the loading area shall be done at least at the end of every business day. Wash water will be returned to the WWTP at a location selected by the Owner.

C. The contractor is responsible for supplying all necessary equipment for loading the biosolids into the trucks. Equipment may be stored overnight at the facility along with transportation equipment during each hauling event. The City of Dundee assumes no responsibility or liability for equipment or vehicles stored overnight at the WWTP.

D. All haul routes to any permitted disposal site in any jurisdiction shall be determined in accordance with all applicable federal, state and local laws, ordinances, permits, rules, and regulations ("Laws"). Said Laws shall be strictly adhered to by the contractors and their employees, agents, and subcontractors.

E. The contractor shall transport biosolids in accordance with Oregon State Department of Transportation (DOT) and DEQ Laws. Any violation of environmental regulations, weight regulations, or traffic laws shall be the sole responsibility of the contractor, who shall indemnify, hold harmless and defend the City of Dundee from any penalty or sanction, civil, or criminal, imposed by reason of any such violation of environmental regulations, weight regulations, or traffic laws.

PART 3 – LAND MANAGEMENT AND LAND APPLICATION

3.01 BIOSOLIDS LAND APPLICATION

Biosolids must be managed and applied at agronomic rates in accordance with the requirements of the Land Application Site Authorization Letters issued by DEQ and obtained by the Contractor. Biosolids must also be managed and applied in accordance with all other applicable Federal, State and local laws, ordinances, rules and regulations. The Contractor will apply biosolids in a manner that will minimize public exposure potential.

A. Coordination of biosolids removal and land application by the Contractor is essential for the success of this project. Biosolids must be transferred to the Land Application Site in conjunction with dredging operations.

B. The general requirements, site restrictions, management practices, record keeping requirements, and reporting requirements shall be strictly adhered to by the Contractor including:

1. All soil testing, or pH adjustment of the soil, necessary for the land application of biosolids is the sole responsibility of the contractor including calculated crop specific Agronomic rates. Provide soil testing results to the City.
2. All signage, access control, monitoring wells, piezometers, and all other means and methods needed to comply with the requirements set forth in regulatory requirements and applicable site authorizations.
3. The Contractor shall assure that the City, or its representatives, shall be afforded the right of access to all permitted sites where Dundee biosolids are being land applied, however, in no event shall Dundee be obligated to inspect the site for the contractor's compliance with the Law or assume the contractor's liability for such compliance.
4. The Contractor shall provide the City with copies of all land application reports needed to comply with annual reporting. These reports must identify the parcels of land receiving biosolids, the application rate of biosolids, and the cumulative loading rates of all required parameters. The report must also contain all the signed certification statements for management practices and site restrictions which are required in the 40 CFR Part 503 regulations.
5. The total and dry weight of biosolids applied to each parcel must be included in each report, detailing dates in which the biosolids were applied.

PART 4 – MEASUREMENT AND PAYMENT

4.01 MEASUREMENT AND PAYMENT OF BIOSOLIDS QUANTITIES

A. The quantity of solids shall be measured on a volumetric basis (gallons) and concentration basis (total solids). The quantity of solids used to calculate dry tons for Bid Item No. 1 shall be measured by the Contractor and confirmed by the Owner.

The Contractor shall provide the estimated volume of removed biosolids in the Biosolids Land Application Work Plan. The Contractor will provide a record of biosolids removed from the lagoon and land applied each day to the Owner in the form of Biosolids Removal Receipts.

B. Payment will be based upon the weight of biosolids in dry tons and the unit costs defined in the Bid Form. The dry weight of biosolids shall be determined by the following calculation:

Dry weight of biosolids (tons) = Volume of solids (gallons per day) x 8.34 lb/gal x (% Total Solids)}/(2000 lbs/ton)

C. The price shall remain firm until May 5, 2021, then, and on each subsequent May 5th of the Agreement period, the unit price shall be adjusted by the latest yearly percentage change in the CPI-U. For the purposes of this document the CPI-U is defined as the United States Average Consumer Price Index (unadjusted) for All Urban Consumers for All Items.

END OF SECTION

Appendix B: Proposals from Prospective Bidder's

1

Proposal for
Biosolids Maintenance Program

to

CITY of DUNDEE
Oregon

Submitted on
April 29, 2020

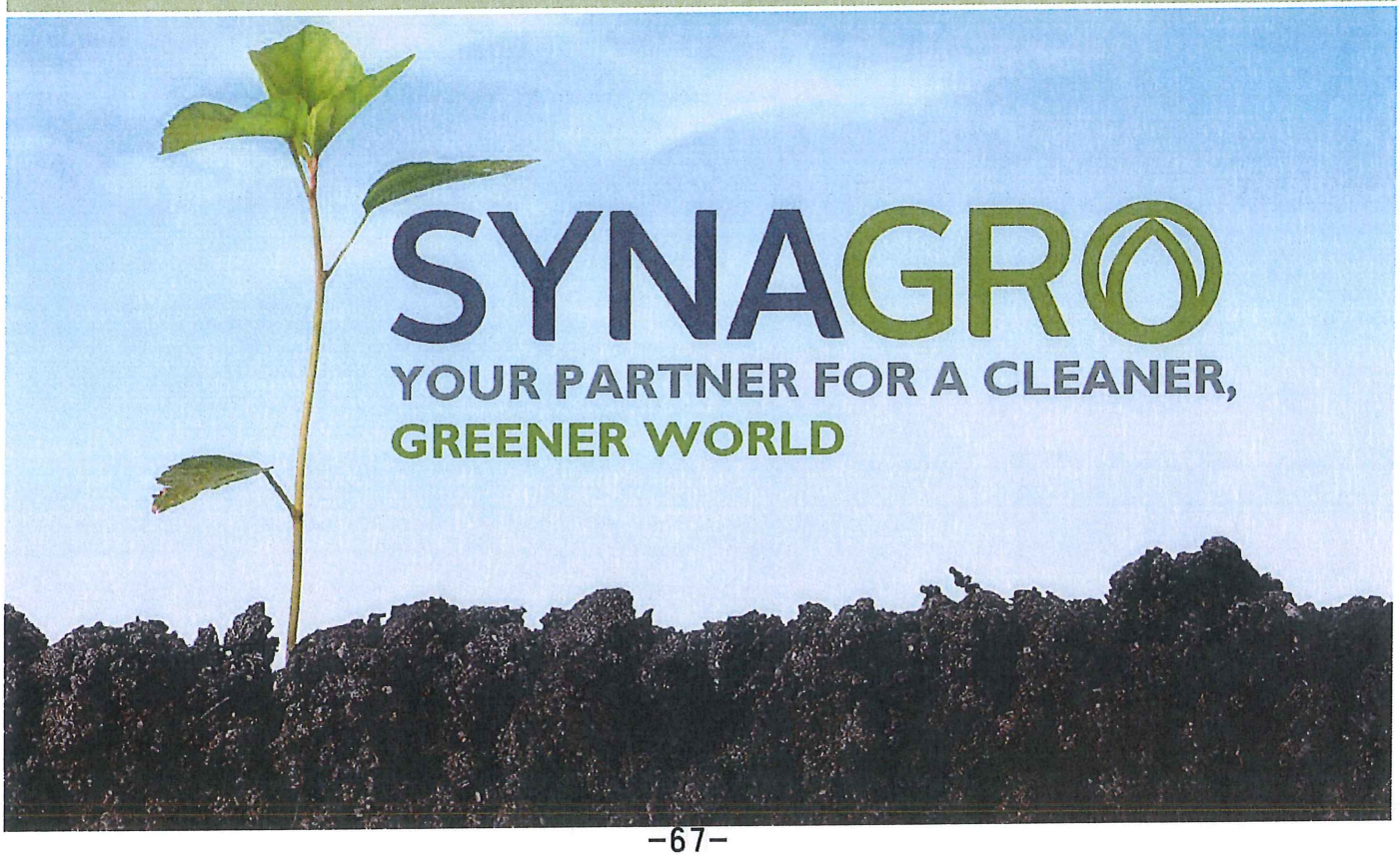


Table of Contents

ADDENDUM NO. 1

Date of Issue: 22 April 2020

To all prospective bidders of record on the Work titled: Dundee Biosolids Maintenance Program.

The Bid Documents and Specifications are modified as follows. This Addendum forms as part of the Contract Documents and modifies the original Bid Documents and Specifications dated April 2020.

Acknowledge receipt of this Addendum in the space provided in EXHIBIT C: CERTIFICATION FORM and in the space provided at the end of this Document. Failure to do so may subject the Bidder to disqualification. This Addendum consists of one (63) pages.

Dana Devin-Clarke, P.E.
Kennedy Jenks Consultants

PART 1: MODIFICATIONS TO CONTRACT DOCUMENTS

Item AD1-1: EXHIBIT F: SUPPLEMENTAL INFORMATION

- **Add:** Copy of NPDES Permit
- **Add:** Copy of As-Built Facultative Sludge Lagoon (FSL) Drawings
- **Add:** Copy of Biosolids Management Plan

PART 2: RESPONSE TO BIDDER QUESTIONS

Q1. What is the depth of the lagoons?
A1. Water depth in the lagoon with the weir completely closed is 7.5 feet. See Exhibit F for As-built drawings of the FSLs.

Q2. Is the grassy area (as seen on google maps) to the east of the FSLs available as a truck turnaround?
A2. Yes, depending on site conditions. This area can be muddy after a rain event and is sloped. Area must be returned to original condition should it be used for staging and turnaround.

Q3. Does the City currently have any fields authorized for land application of biosolids?
A3. See Exhibit E, Specification Section 1.06.

Q4. Can biosolids removal and application start in 2021?
A4. It is the City's preference to conduct a removal event in 2020. The lagoons are close to capacity.

Q5. Can we tour the site?
A5. Yes, contact the city for site access (503-538-6700) and schedule a time to visit. Maintain CDC social distancing guidelines and use personal protection equipment.

RECEIPT OF ADDENDUM #1:

All proposers shall acknowledge receipt and acceptance of this addendum by signing the space below and submitting it with their proposal. Proposals submitted without signing the addendum may be considered informal.

Signature: _____

Emil Kneis, Sales Support Manager

END OF ADDENDUM NO. 1

ADDENDUM NO. 2

Date of Issue: 27 April 2020

To all prospective bidders of record on the Work titled: Dundee Biosolids Maintenance Program.

The Bid Documents and Specifications are modified as follows. This Addendum forms as part of the Contract Documents and modifies the original Bid Documents and Specifications dated April 2020.

Acknowledge receipt of this Addendum in the space provided in EXHIBIT C: CERTIFICATION FORM and in the space provided at the end of this Document. Failure to do so may subject the Bidder to disqualification. This Addendum consists of one (1) pages.

Dana Devin-Clarke, P.E.
Kennedy Jenks Consultants

PART 1: RESPONSE TO BIDDER QUESTIONS

Q1. Do you have an approximate number of acres you expect to be required for application of the Dundee solids?
A1. See the lagoon sampling results provided in the RFP to calculate the acreage required to receive the biosolids at allowable agronomic rates.

Q2. Is the City opposed to dredging the lagoon or do they only want it mixed and pumped out?
A2. In 2017, the biosolids were mixed and pumped as opposed to dredged. The City does not have a preference on the means or methods proposed for removal.

Q3. Is there percent solids data from the last time it was pumped out?
A3. In 2017, the percent total solids of the mixed solids was 1.5%

Q4. In the City's permit it says samples will be taken 6 months before land application. Based on testing data provided, this requirement would push application beyond summer 2020 application period. How will this be addressed?
A4. The NPDES permit does state sampling is required 6-months prior to land application. We are currently in discussion with DEQ and Paul Kennedy about that language. For the purposes of this project and the Bid Form, we expect application will continue as planned in Summer of 2020 and the 6-month testing requirement will be resolved with DEQ. Paul mentioned that the pathogen and VAR testing can be completed closer to the date when the solids will be removed from the lagoons.

RECEIPT OF ADDENDUM #2:

All proposers shall acknowledge receipt and acceptance of this addendum by signing the space below and submitting it with their proposal. Proposals submitted without signing the addendum may be considered informal.

Signature: _____

Emil Kneis, Sales Support Manager

END OF ADDENDUM NO. 2

435 Williams Court, Suite 100
Baltimore, MD 21220
synagro.com

SYNAGRO

April 29, 2020

Mr. Rob Daykin, City Administrator
City of Dundee
620 SW 5th Street
Dundee, OR 97115

Re: Proposal for Biosolids Maintenance Program

Dear Mr. Daykin:

Synagro-WWT, Inc. (Synagro) is pleased to respond to the City of Dundee's Request for Proposal for a Biosolids Maintenance Program with our enclosed proposal. The following individuals will be Synagro's key contact and project manager for the City:

John Pugliaresi, Sr. Area Sales Manager
(650) 333-0729 mobile; (916) 853-2065 fax
jpugliaresi@synagro.com

Ronald Brandon, Operations Manager
(916) 201-4847 mobile; (916) 853-2065 fax
rbrandon@synagro.com

Synagro's West Coast operations are managed through our regional office located at 3110 Gold Canal Drive, Suite E, Rancho Cordova, CA 95670.

Having been in business for over 40 years, Synagro is one of the largest biosolids management companies in the country with over 650 municipal and industrial customers and operations in 33 states. We provide ongoing biosolids management services to numerous water and wastewater treatment plants throughout the West Coast and have the personnel and resources in place to successfully perform this program for the City.

Synagro's proposal will be valid for a period of at least 90 days. All licenses and permits necessary to prosecute and complete the work can be secured by Synagro.

In addition, Synagro can secure a certificate of insurance with required coverages and deductibles prior to starting work. Please note that Synagro, as the nation's largest service provider in the biosolids industry, generates nearly $400 million in annual revenue and is owned by EQT, a private equity firm with more than $30 billion in capitalization. The Company, and its ownership, have adopted a risk management strategy that places more emphasis on protecting the Company through high limit liability and property coverages with self-insured retentions of $75,000 to $500,000, depending on line of coverage. Synagro is submitting this proposal on the condition that these self-insured retentions will be acceptable to the project owner.

Synagro appreciates this opportunity. Should you have any questions regarding our submittal, please contact Mr. Pugliaresi at the phone number or e-mail listed above. Thank you.

Warm regards,

Emil Kneis
Sales Support Manager

EXHIBIT B:
CERTIFICATION FORM

City of Dundee, Oregon (City)

In this Certification Form the term "bidder" shall also mean Contractor and "bid" shall also mean Proposal:

NOTICE TO CONTRACTOR: ALL INFORMATION REQUIRED ON THIS FORM IS TO BE COMPLETED BY THE CONTRACTOR AND EITHER TYPEWRITTEN OR WRITTEN IN INK. THE FORM SHALL BE SIGNED IN INK BY AN AUTHORIZED CONTRACTOR REPRESENTATIVE.

The undersigned acknowledges, attests and certifies individually and on behalf of Contractor that:

(1) He/she is a duly authorized representative of Contractor, has been authorized by Contractor to make all representations, attestations, and certifications contained in this Proposal and all Addendum or Addenda, if any are issued and has the power and authority to enter into and perform the Agreement and that the Agreement, when executed and delivered, shall be a valid and binding obligation of Contractor and enforceable in accordance with its terms.

(2) This Proposal shall be irrevocable for 90 days after the opening of the Proposals.

(3) Contractor, acting through its authorized representatives, has read and understands all Request for Proposals (RFP) instructions, Special Terms and Conditions, Agreement terms and conditions contained in this RFP document, and has received, read and understood Addenda Numbers. 1, 2, _____, _____. If no addenda were received, write "None Received" in the first blank provided.

(4) The Proposal submitted is in response to the specific language of the RFP and Contractor has made no assumptions based upon either (a) verbal or written statements not contained in the RFP or any Addenda.

(5) City shall not be liable to Contractor for any expenses incurred by Contractor in preparing and submitting its Proposal or in participating in the Proposal evaluation/selection process.

(6) Contractor will furnish the designated service(s) in accordance with the Proposal Special Terms and Conditions and requirements, and will comply in all respects with the terms of the resulting Agreement upon award.

(7) Contractor certifies that Contractor has not discriminated and will not discriminate, in violation of ORS 279A.110(1) against any minority, women or emerging small business enterprises certified under ORS 200.055, or against a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225, in obtaining any required subcontracts.

(8) Neither he/she nor any principals of Contractor are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting quotes or proposals by any federal, state or local entity, department or agency.

(9) Contractor has not been convicted or had a civil judgment rendered against them within a three-year period preceding the date of this Certification Form for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (federal, state or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property.

(10) Contractor is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 9 of this Certification Form.

(11) Contractor has not had one or more contracts terminated for default by any federal, state or local public agency within a three-year period preceding the date of this Certification Form.

(12) This Proposal has been arrived at independently and has been submitted without any collusion designed to limit independent proposing or competition. Contractor and its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to submitting a proposal on any public contract.

(13) Contractor certifies that it has designated any trade secret or confidential information, as these terms are defined in ORS Chapter 192, in its Proposal as required by the RFP. Undesignated data may be released to any person submitting a public records request.

Contractor Name: Synagro-WWT, Inc.

Contractor Signature: Emil Kneis

Printed Name: Emil Kneis

Title, if applicable: Sales Support Manager

Date of Certification: April 28, 2020

Phone: 650-333-0729 Fax: 916-853-2065

E-Mail: jpugliaresi@synagro.com

Section 2 - Qualifications and References

Describe the years of experience of your company and your company's key personnel in the management of biosolids programs.

Synagro's core business is the environmentally sound and economically viable management of municipal biosolids, including project development, operations, and biosolids product distribution. Through this focus Synagro has grown to be North America's leading provider of high-quality, cost-effective biosolids management and beneficial use solutions. We have been successfully meeting the biosolids management needs of hundreds of generators for more than 40 years. Synagro's experience in all areas of biosolids management is unparalleled.

Synagro annually manages over 12 million tons of biosolids and other organic by-products for more than 650 generators (including 600 municipal clients). Synagro employs a team of over 750 professional engineers, soil scientists, agronomists, construction managers, financial managers and the largest, most diverse operational staff in the industry. Our team is dedicated to working with our clients to find the right solution to their organic residuals management challenges. Synagro, and its various subsidiaries, have been at the forefront of the environmental movement to safely process and market organic residual materials for beneficial uses.

Synagro owns no proprietary technology which enables us to offer nearly all commercially viable processing options and product marketing channels for biosolids and organic residuals and allows us to develop projects that fit a municipality's unique needs. Our breadth of experience developing, building, financing as necessary, and operating and maintaining the complete range of biosolids options list below is unique to Synagro.

- Heat drying and pelletization
- Composting
- Incineration
- Digestion
- Product marketing
- Dewatering (installation & operation)
- Mobile dewatering
- Land application and reclamation
- Lagoon and digester cleaning
- Alkaline stabilization
- Rail transportation

Synagro currently operates 12 heat-drying facilities (with three more facilities under construction), three thermal processing facilities serving multiple regional generators, six composting facilities; five of which provide an outlet for numerous generators, over a dozen alkaline stabilization facilities, and approximately 70 permanent and mobile dewatering facilities.

Name, location, and telephone number of the representative to contact regarding all matters.

John Pugliaresi is Synagro's Sr. Area Sales Manager for the West Coast and will be the City's contact. He has over 30 years of experience in the biosolids management industry. John is based out of Synagro's regional office in Rancho Cordova, California and can be reached at: (650) 333-0729 mobile; (916) 853-2065 fax; jpugliaresi@synagro.com.

Name(s) of staff agronomist(s) who will perform the agronomic and technical reporting requirements of this project. Please also describe previous work obtaining biosolids site authorizations through Oregon DEQ and the local regional office.

Bruce MacLeod, Technical Services Director – West Region, will be Synagro's technical support for this project. Bruce is a Certified Crop Advisor and has 28 years of experience in the biosolids management industry.

Tribeca Transport, LLC will provide subcontract services to Synagro for land application of the City's biosolids. Tribeca was hired by the City of Portland Bureau of Environmental Services (BES) to implement a biosolids land application approval and permitting process to address an immediate need for new farm sites. In January 2019, Tribeca successfully located and permitted over 3600 acres of farmland in Sherman and Gilliam Counties. This has involved close coordination with BES, contract haulers and farmers to ensure a successful project. Tribeca's existing farmer relationships resulted in acceptance of biosolids on short notice. Tribeca worked closely with DEQ and BES to fulfill the project requirements and support the City's Biosolids Management Plan growth goals. During this project Tribeca was land applying on the permitted sites, managing an average of 248 wet tons of biosolids per day, 6 days a week. They also submit all field completion reports to the City.

Client contact for Tribeca's Portland DEQ experience: Mr. Greg Charr, Biosolids Program Manager, City of Portland Bureau of Environmental Services, Columbia Boulevard Wastewater Treatment Plant, 14723 NE Flanders Street, Portland, OR 97230-2159; (503) 823-2491; Greg.Charr@ portlandoregon.gov.

Staff or subcontractors providing ancillary service capabilities (e.g., de-watering, hauling, management of liquid biosolids, etc.).

Tribeca Transport's Beneficial Reuse Manager, Garrett Behrman, will provide management of land application of the City's biosolids. Garrett has nine years of experience in the biosolids industry ranging from transportation to managing Tribeca's beneficial reuse programs. This includes managing multiple land application projects over 140,000 acres in Washington and Oregon. Garrett's work involves compliance monitoring of all land application projects, locating land application sites, DEQ site authorizations, agronomic rate calculations, soil sampling and testing, budget development, regulatory reporting and extensive customer outreach. His experience, expertise and communications skills are highly regarded by the farmers he works with on a daily basis.

Garrett has also worked with consulting firms and engineering firms in both Oregon and Washington to identify and permit fields. He has also permitted several thousand acres in Washington as part of Tribeca's BUF.

Describe all the equipment that will be used to perform the work.

Synagro will provide the following equipment for removal of biosolids from the lagoons:

- Mud Cat remote operations dredge

- 18,000 gallon mix tank for homogenization of dredged material
- Diesel generator for electric dredge and mixing motors on tank
- "J" Pipe Stand for top loading of tankers
- Telehandler 9K for moving dredge shore anchors and launching dredge

Tribeca will provide the following equipment for soils sampling and transportation of biosolids:

- Tribeca has all the necessary equipment to perform agronomy services for the Dundee biosolids program. The following is a list of some of the equipment we have that may utilized for this project:
  - Personal Protection Equipment (PPE): hardhats, safety glasses, steel toe boots, safety and field vests
  - Soil and Plant Tissue Sampling: soil augers, soil sampler probes, soil sieves, coolers, plant clippers, plant tissue vessels, and all necessary collection containers
  - Utility Task Vehicles (UTV): UTV's with attached AMS soil probes will be used to gather samples. UTV's are also equipped with a rear deck for composite sampling and onboard Global Positioning System (GPS) units that pinpoint each sample point. This type of equipment maximizes accuracy and efficiency to provide the District with data precision and lower field costs

Pressurized Vacuum Tankers		
Equipment #	Brand	Capacity
30931	DRAGON	130 BBL
38132	TIGER	130 BBL
38233	TIGER	130 BBL
31135	DRAGON	130 BBL
31236	TROXELL	130 BBL
31437	TROXELL	150 BBL
31238	ROCKY	150BBL
31339	TROXELL	130 BBL
31340	TROXELL	130 BBL

Power Units			
Equipment #	MAKE	# of Axles	YEAR
11292	MACK	4	2012
11382	PTBT	4	2013
11389	MACK	4	2013
11390	MACK	4	2013
11391	MACK	4	2013
11486	MACK	4	2014
11487	MACK	3	2014

11493	MACK	3	2014
11494	MACK	4	2014
120100	PTRB	4	2020
12099	PTRB	4	2020
10776	INT	4	2007
10581	Mack	4	2005

All tankers are outfitted with pneumatic knife gates and spreader plates that are controlled from inside of the power unit to ensure an even spread width can be achieved for proper agronomic rates.

Provide a list of customers (five minimum) for whom you have provided similar services during the last five years. "Similar services" includes land application of bulk materials over a significant period in accordance with pre-established schedules and protocols. Provide the name and telephone number of a contact person for each customer.

Synagro References for Lagoon Dredging and Biosolids Land Application

1. City of Sunnyvale, Bryan Berdeen, 408-730-7268
   Dredging dewatering, transportation and reuse of biosolids from the City's oxidation pond

2. Town of Windsor, Mike Cave, 707-838-1006
   Dredging, dewatering, transportation and land application of biosolids

3. City of Hollister, James Heitzman, 831-206-0065
   Dredging, dewatering, transportation and reuse of biosolids

4. Irvine Ranch Water District, James Colston, 949-453-5300
   Dredging, dewatering, transportation and land application of biosolids

5. City of Stockton, Ali Gharegozloo, 209-937-8787
   Dredging, dewatering, transportation and disposal of biosolids from storage pond

Tribeca References for Biosolids Land Application

1. Clean Water Services, Jared Kinnear, PWS, 503-547-8080 KinnearJ@CleanWaterServices.org
   Since 2012, Tribeca has land applied Clean Water Services (CWS) Class B Cake biosolids, spreading an averaging of 180-210 wet tons per day or 1,260 to 1,470 wet tons per week. Tribeca land applies year-round for CWS spreading in Sherman and Gilliam counties generally from October through July, and in Linn, Polk, and Yamhill Oregon counites from August through September/October.

2. Clackamas County Water Environment Services, Terrance Romaine, Resource Recovery Supervisor, 503-557-2821, tromaine@clackamas.us
   Since April 2019, Tribeca has land applied Clackamas counties (WES) Class B Cake Biosolids, spreading an averaging of 60 to 90 wet tons per day or 420 to 630 wet tons per week. Land application of WES biosolids occurs in Sherman County. Currently WES

designates each treatment facility's biosolids to separate sites. Therefore, Tribeca manages two application sites at all times.

3. Portland Bureau of Environmental Services, Greg Charr, Biosolids Program Manager, 503-823-2491, Greg.Charr@portlandoregon.gov
Tribeca recently completed a site permitting and land application project with BES between January 2019 to July 2019. Tribeca applied roughly 224 to 288 wet tons per day, averaging 1,344 to 1,728 wet tons per week, totaling roughly 14,000 wet tons applied. Land application occurred in Sherman county on current BES permitted sites, as well as new 2019 Tribeca/BES permitted sites.

4. Salmon Creek WWTP, Travis Capson, Wastewater Operations Manager, 564-397-1713, Travis.Capson@clark.wa.gov
Since 2012, Tribeca has land applied Salmon Creek's Class B Cake Biosolids between August and October at Tribeca's Woodland Beneficial Use Facility located in Cowlitz County. Tribeca applies roughly 300 wet tons per day, averaging 1200 to 1500 wet tons per week, totaling 2600+ wet tons per year. Tribeca keeps their BUF open for Salmon Creek longer in the season to maximize the City's cost savings of disposal in western Washington

DEQ Enforcement

- **Have you ever been involved in a DEQ enforcement action? If so, explain the circumstances and how was it resolved.**
- **Have you ever had a DEQ violation attributed to one of your transportation, hauling or land application contracts? If so, explain the circumstances and how was it resolved.**

Both Synagro and Tribeca Transport have zero DEQ enforcement actions or violations.

Provide the proposed analytical laboratory to be used to complete the required soil sampling analytics.

Tribeca currently uses AG Source located in Hermiston, Oregon for all field soil testing. They have been reliable, familiar with the region's soil conditions and are an accredited laboratory. Turn-around for results are usually within two days. Our team, however, is open to using a laboratory that may be more preferable to the City.

Inventory of Oregon land available to be permitted for land application and current sites which bidder currently performs land application.

Currently Tribeca Transport manages over 140,000 acres of land application throughout Oregon and Washington. This does not include the city of Salem's Biosolids land application program which Tribeca was recently awarded.

Tribeca Transport has acquired 1,007 acres in Yamhill County for the Dundee project. This amount of acres is not needed for this project but allows the program to grow and also allows us to have a contingency plan in place in case some acres are lost throughout the term of this contract.

EXHIBIT A:
PRICE SHEET
BIOSOLIDS MAINTENANCE PROGRAM

Base Bid Itemization

Bid Item	Description	Unit	Qty	Unit Price (per DT)	Bid Price
1	Biosolids Removal	DT	100	$848.00	$84,800.00
2	Land Management and Land Application	DT	100	$500.00	$50,000.00
				Total Bid Price	$134,800.00

Quantity (QTY) represents the expected quantity of biosolids to be removed at each Removal Event.

City of Dundee
Rob Daykin, City Administrator
620 SW5th ST
Dundee, OR 97115

Fire Mountain Farms, Inc.

"Dundee Biosolids Maintenance Program"

Ryan Thode
VP of Operations
Email: Ryan.Thode@firemtn.us or operations@firemtn.us
Office: 360-266-0695
Fax: 360-266-0695
Cell: 360-508-0540

Fire Mountain Farms incorporated in Washington state in April 1994. Since 1994 we have been doing Biosolids Land Application. We began dredging municipal lagoons in 2000. We are licensed contractors in Washington, Oregon, Idaho and Montana. We have never failed to complete a project. Our office is located at: 856 Burnt Ridge Rd, Onalaska, WA 98570.

The following proposal will be valid until July 30th, 2020. Fire Mountain Farms will secure all additional licenses and permits required to complete the project. To date, Fire Mountain Farms has carried insurance to perform contract work. We will continue to maintain our insurance coverage throughout the duration of the contract for this project.

Mobilization and Permitting is spread across 100 dry tons when we go over 100, we can go at a Reduced Rate first 100 dry tons at $1048.12 past 100 dry tons $852.22

Best Regards,

Ryan Thode
VP Operations

EXHIBIT B:
CERTIFICATION FORM

City of Dundee, Oregon (City)

In this Certification Form the term "bidder" shall also mean Contractor and "bid" shall also mean Proposal:

NOTICE TO CONTRACTOR: ALL INFORMATION REQUIRED ON THIS FORM IS TO BE COMPLETED BY THE CONTRACTOR AND EITHER TYPEWRITTEN OR WRITTEN IN INK. THE FORM SHALL BE SIGNED IN INK BY AN AUTHORIZED CONTRACTOR REPRESENTATIVE.

The undersigned acknowledges, attests and certifies individually and on behalf of Contractor that:

(1) He/she is a duly authorized representative of Contractor, has been authorized by Contractor to make all representations, attestations, and certifications contained in this Proposal and all Addendum or Addenda, if any are issued and has the power and authority to enter into and perform the Agreement and that the Agreement, when executed and delivered, shall be a valid and binding obligation of Contractor and enforceable in accordance with its terms.

(2) This Proposal shall be irrevocable for 90 days after the opening of the Proposals.

(3) Contractor, acting through its authorized representatives, has read and understands all Request for Proposals (RFP) instructions, Special Terms and Conditions, Agreement terms and conditions contained in this RFP document, and has received, read and understood Addenda Numbers. #1 "4/22/2020", #2 "4/27/2020", _____. If no addenda were received, write "None Received" in the first blank provided.

(4) The Proposal submitted is in response to the specific language of the RFP and Contractor has made no assumptions based upon either (a) verbal or written statements not contained in the RFP or any Addenda.

(5) City shall not be liable to Contractor for any expenses incurred by Contractor in preparing and submitting its Proposal or in participating in the Proposal evaluation/selection process.

(6) Contractor will furnish the designated service(s) in accordance with the Proposal Special Terms and Conditions and requirements, and will comply in all respects with the terms of the resulting Agreement upon award.

(7) Contractor certifies that Contractor has not discriminated and will not discriminate, in violation of ORS 279A.110(1) against any minority, women or emerging small business enterprises certified under ORS 200.055, or against a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225, in obtaining any required subcontracts.

(8) Neither he/she nor any principals of Contractor are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting quotes or proposals by any federal, state or local entity, department or agency.

(9) Contractor has not been convicted or had a civil judgment rendered against them within a three-year period preceding the date of this Certification Form for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (federal, state or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property.

(10) Contractor is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 9 of this Certification Form.

(11) Contractor has not had one or more contracts terminated for default by any federal, state or local public agency within a three-year period preceding the date of this Certification Form.

(12) This Proposal has been arrived at independently and has been submitted without any collusion designed to limit independent proposing or competition. Contractor and its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to submitting a proposal on any public contract.

(13) Contractor certifies that it has designated any trade secret or confidential information, as these terms are defined in ORS Chapter 192, in its Proposal as required by the RFP. Undesignated data may be released to any person submitting a public records request.

Contractor Name: Fire Mountian Farms Inc.

Contractor Signature: _____

Printed Name: Ryan Thode

Title, if applicable: V.P. Operations

Date of Certification: 4/24/2020

Phone: 1-360-266-0695 Fax: 1-360-266-0695

E-Mail: Ryan.Thode@FireMtn.us

Experience of Fire Mountain Farms, Inc. in Biosolids (Sludge) Management:

Fire Mountain Farms, Inc. has been recycling biosolids since 1994 in WA in Oregon since the late 1990s. At that time, we were farming 140 acres. Currently, we have permitted sites in Cowlitz, Grays Harbor, Lewis, Lincoln, Pacific, Pend Oreille, Pierce, and Spokane Counties Washington. We also have experience permitting sites in Oregon.

In 2000, we purchased dredging equipment and began dredging municipal lagoons. We are currently licensed contractors in Washington, Oregon, Idaho, and Montana. Past projects are listed below. These previous projects have been from 150,000 gallons to over 35,000,000 gallons and 11 dry tons to 6000 dry tons. We have a wide variety of application equipment to handle biosolids from 1% to 99% solids.

We have never failed to complete a project.

Preliminary Operation Plan

A floating dredge will pull the sludge off the bottom of the lagoon, pump it through floating line to the shore then to Frac-tank with a load arm. Biosolids will then be loaded into sealed tankers and transported to application area. At the application site, the trucks will discharge to a diesel pump 500-1000 gpm (gallons per minute). Biosolids will be pumped through a flow meter to determine volume and flow rate. Volume, flow rate and percent solids dictate how much to apply. After the flow meter, the biosolids will be pumped through a series of 6 inch lay flat hose to 5 inch drag hose to the tractor and applicator. The Applicator will discharge on the surface or direct injection depending preference of the farmer and current crop conditions along with Department of Environmental Quality parameters.

The following are projects completed in the past few years:

2020:

City of Moses Lake, WA:
Levi Bisnett- City Engineer; (509) 764-3783
681.8 dry tons removed and land applied.

***City of Estacada, OR:**
Brooke Nelson-Wastewater Treatment Operator; (503) 849-9444
L.S. Biosolids removal, transportation and land application.

2019:

***City of Ferndale, WA**
Andy Law (Wilson Eng.) (360)-733-6982
Mike- Treatment Plant Op. (360)-851-1508
606.99 dry tons removed and land applied.

City of Moses Lake, WA:
Levi Bisnett- City Engineer; (509) 764-3783
575.35 dry tons removed and land applied.

***City of Elma, WA:**
Jim Starks- City Waterworks (360) 470-9604

83.39 dry tons removed and land applied.

***City of Lafayette, OR:**
Brooke Harrison- Project Engineer; (503) 598-2515
195.27 dry tons removed and land applied.

***City of The Dalles, OR:**
Larry McCollum- WICKS Operating Manager; (541) 298-2248 x5000
L.S. Allum Pond

Stimson Lumber:
Bill Fasth (541) 602-9110
343 tons removed and applied to Stimson permitted site.

City of Vancouver, WA:
Frank Dick- Wastewater Engineering Supervisor; (360) 487-7179
698.07 dry tons dredged from lagoon and land applied to city permitted site.

2018:
City of Moses Lake, WA:
Levi Bisnett- City Engineer; (509) 764-3783
580.39 dry tons removed and land applied.

***City of Ferndale, WA:**
Andy Law (Wilson Eng.) (360)-733-6982
Mike- Treatment Plant Op. (360)-851-1508
437.36 Dry tons dredged and applied to city permitted site

Skagit PUD:
Kurt Van Burkleo- PUD #1; 360-424-7104
14.21 Dry Tons removed and hauled to a Beneficial Use Facility.

***City of The Dalles, OR:**
Larry McCollum- WICKS Operating Manager; (541) 298-2248 x5000
L.S. Allum Pond

Stimson Lumber:
Bill Fasth (541) 602-9110
439.30 tons removed and applied to Stimson permitted site.

City of Vancouver, WA:
Frank Dick- Wastewater Engineering Supervisor; (360) 487-7179
706.80 dry tons dredged from lagoon and land applied to city permitted site.

2017:
City of Notus, ID:
Stuart Hurley-Mountain Waterworks Inc.; (208) 780-3994
364.93 dry tons land applied

***City of Elma, WA:**
Jim Starks- City Waterworks 360-470-9604
83.99 dry tons removed and applied to Fire Mountain Farms permitted site.

***City of Ferndale, WA:**
Andy Law (Wilson Eng.) (360)-733-6982; alaw@wilsonengineering.com
Mike- Treatment Plant Operator (360)-351-1508
304.04 dry tons dredged and applied at 3% solids to city permitted sites

Skagit PUD:
Kurt Van Burkleo- PUD #1; 360-424-7104
142,500 gallons pumped and hauled to Beneficial Use Facility.

Loon Lake, WA:
Jason Mellin- Esvelt Environmental Engineering LLC; (509) 926-3049
74.69 dry tons removed and land applied.

***Stimson Lumber:**
Bill Fasth (541) 602-9110
453.15 dry tons removed and applied to Stimson permitted site.

City of Vancouver, WA:
Frank Dick- Wastewater Engineering Supervisor; (360) 487-7179
709.50 dry tons dredged from lagoon and land applied to city permitted site.

***City of Lafayette, OR:**
Gordon Munro- Senior Civil Project Manager; (503) 598-2530
Project in progress.

2016:
***City of Ferndale, WA:**
Andy Law (Wilson Eng.) (360)-733-6982
Mike- Treatment Plant Op. (360)-351-1508
144.8 Dry tons dredged and applied to city permitted site.

City of Rockford, WA:
Layne Merritt- J-U-B Engineering (509) 458-3727
105 dry tons applied to Fire Mountain Farms permitted site.

***Stimson Lumber:**
Jim Skuzeski—(503) 357-2131
Bill Fasth (541)-602-9110
541.49 dry tons removed and applied to Stimson permitted site.

City of Scappoose, OR:
Kevin Turner- (503) 543-7183
329.17 dry tons

***City of Elma, WA:**
Mike Marshall (Gibbs & Olson, Inc.) 360-352-1120
Jim Starks- City Waterworks 360-470-9604
74.89 dry tons removed and applied to Fire Mountain Farms permitted site.

North Idaho Correctional Institute-Cottonwood, ID:
Gary Ashby (Forsgren Associates Inc.) 208-342-3144

2015:
***City of Ferndale, WA:**
Andy Law (Wilson Eng.) (360)-733-6982 alaw@wilsonengineering.com
Mike- Treatment Plant Op. (360)-851-1508
90 dry tons dredged and applied at 3% solids to city permitted sites

City of Toledo, WA:
Sub-Contractors
Gray &Osborn Inc. (Engineer) (360) 292-7481
Rotschy Inc. (Contractor) (360) 334-3100
Two-part project. Phase two dredge, transport and land apply.
Estimate 570 dry tons

City of Deer Park, WA:
Sub-Contractors
Jason cates (208)667-2456
Phase two, Remove & screen , transport and land apply
511.28 dry tons removed and land applied

City of Scappoose, OR:
Kevin Turner 503-543-7183
110 dry tons Remove and land apply

Lincoln City, OR:
Joe Whisler (541)-996-1285 joew@lincolncity.org
600,000 gallons biosolids dredged, transported, and applied at 3% solids to city sites

***Stimson Timber, Gaston OR:**
Jim Skuzeski— (503) 357-2131
Bill Fasth (541)-602-9110 bfasth@brwncald.com
879.8 dry tons of sludge removed and land applied to Stimson permitted sites.

City of Vancouver, WA:
Larry Burke (360)-696-8008 larry.burke@ci.vancouver.wa.us
Larry Price-lagoon manager- (360-759-3208
948 dry tons industrial sludge dredged and applied at 3% solids to city permitted sites

City of Kendrick, ID:
Ryan Rehder Mountain Water works 208-780-3995 rrehder@mountianwtr.com

401.1 dry tons Biosolids dredge and land applied

City of Newport, OR:
Lee Ritzman (541)-574-3375
155.31 dry tons alum sludge dredged and transported to drying area at 5% solids

2014:
***City of Ferndale, WA:**
Andy Law (Wilson Eng.) (360)-733-6932 alaw@wilsonengineering.com
Mike- Treatment Plant Op. (360)-851-1508
100 dry tons dredged and applied at 3% solids to city permitted sites

City of Moro, OR:
Sub-Contractors
Arron Lawler (Kennedy/Jenks Consultants) (503)423-4901
250 dry ton removed and applied to permitted site.

City of Toledo:
Sub-Contractors
Gray &Osborn Inc. (Engineer) (360) 292-7481
Rotschy Inc. (Contractor) (360) 334-3100
Two-part project. Phase one transfer to second lagoon.

Sunland Development:
Mike Langley– (360)683-3905 swd1@olypen.com
Lagoon clean out, 100 dry ton at 7% solids

***Stimson Timber, Gaston OR:**
Jim Skuzeski—(503) 357-2131
Bill Fasth (541)-602-9110 bfasth@brwncald.com
350 dry tons of sludge removed and land applied to Stimson permitted sites.

City of Deer Park, WA:
Sub-Contractors
Jason cates (208)667-2456
Phase 1 transfer solids from lagoon 1&2 to lagoon 3

City of Dillon, MT:
John Manion-(460)493-2568
Dredge and dewater with GeoTubes 500 dry tons

City of the Dalles, OR:
Dave Anderson (541)-298-1242
500,000 gallons alum sludge dredged and transferred to drying beds

Lincoln City, OR:
Joe Whisler (541)-996-1285 joew@lincolncity.org
1,815,500 gallons biosolids dredged, transported, and applied at 3% solids to city sites

***City of Troutdale, OR:**
Amy Pepper-City official
Bill Fasth (541)-602-9110
Biosolids removed from GeoTubes and land applied

2013:

Longview Lagoon:
Sub-Contractors
Rich Gushman – (360) 425-0991
4520 dry tons of sludge land applied to Fire Mountain Farms, permitted sites

City of Ione, WA:
Dan Remmick (Century West) (509) 333-3810
Dredge and dewater with GeoTubes

***City of Troutdale, OR:**
Amy Pepper- City Official
Bill Fasth (541)-602-9110 bfasth@brwncald.com
309 dry tons removed from GeoTubes and land applied

***Stimson Timber, Gaston OR:**
Jim Skuzeski—(503) 357-2131
Bill Fasth (541)-602-9110 bfasth@brwncald.com
780 dry tons of sludge removed and land applied to Stimson permitted sites

***City of Ferndale, WA:**
Andy Law -Wilson Engineering (360)-733-6982 alaw@wilsonengineering.com
Mike- Treatment Plant Op. (360)-851-1508
100 dry tons dredged and applied at 3% solids to city permitted sites

Bruce Pac:
Paul Miller -WWTP Operator (503) 798-3458
805 dry tons dredged and applied by liquid application on owner's site

Lincoln City, OR:
Joe Whisler (541) 996-1285
1,815,500 gallons biosolids dredged, transported, and applied at 3% solids to city sites

City of Vancouver, WA:
Larry Burke (360) 696-8008 larry.burke@ci.vancouver.wa.us
Larry Price-lagoon manager- (360) 759-3208
502 dry tons industrial sludge dredged and applied at 3% solids to city permitted sites

City of the Dalles, OR:
Dave Anderson (541) 298-1242
500,000 gallons alum sludge dredged and transferred to drying beds

*-- Projects with an asterisk next to them most closely represent the Biosolids Removal for City of Dundee.

Fire Mountain Farms Key Personnel

- Robert Thode- President, Technical, Support, Chehalis, WA. (360) 266-0695
- Ryan Thode- VP of Operations, Agronomy & Record keeping Chehalis, WA. (360) 508-0540
- Joel Huisman- Project Manager, Chehalis, WA. (360) 266-0695
- Robert Zandecki- Project Manager, Chehalis, WA. (360) 266-0695
- Mat King- Project Manager, Chehalis, WA. (360) 266-0695

Sub-Contractors

- O'Neill Sustainable Ag Consulting LLC.
  - Permit Assistance
  - Agronomy Technical Consultant
- Northwest Liquid Transport 1 Inc.
  - Biosolids Transport

Proposed Laboratory

- Specialty Analytical- 9011 SE Jannsen Rd, Clackamas, OR 97015

Current Permitted Land

Sites for City of Lafayette:

- Car 1 (General Location): 7586-8156 NE Mineral Springs Rd, Carlton, OR 97111
- Car 2 (General Location): 8000 NE Gun Club Rd, Carlton, OR 97111
- Car 3 (General Location): 4351 OR-47, McMinnville, OR 97128
- Car 4 (General Location): 7905 NE Jernstedt Rd, Carlton, OR 97111
- Car 5 (General Location): 4600 NE Millican Ln, McMinnville, OR 97128

Car 6 (General Location): 8821- 9499 NE Old McMinnville Hwy, Carlton, OR 97111

Sites for City of Troutdale:

- Krammer- 21879 Springwater Rd, Estacada, OR 97023
- Fischer- 17850 Springwater Rd, Oregon City, OR 97045

Fire Mountain Farms has not been involved in any DEQ enforcement action or violations attributed to transport or land application of biosolids.

Equipment

The following equipment may be used to complete this project: 1937 Kenworth Semi, 1996 Kenworth Boom Truck, Autocar, 2005 Kenworth T800 Semi Truck, Ford F-350, Ford F-350, Lowboy Trailer, Gooseneck Trailer, 2018 Ram Truck, 2006 Ford Ranger, 2007 Ford Ranger, 5500 MC Shop Truck, MCI Bus, Prevost Bus, 2006 Dodge, 500 Honda 4 wheeler, Ford 9030 tractor, JCB 260, JD 8640, Deutz-Fahr tractor, JD 7930, Fastrac 185-65, Fastrac 3185, IH 7140, C65 Challenger, TV140, Bobcat, Yanmar, JD 750, JD 544 , JCB 160, Mack Spreader, Knight 8141, Knight 8030, Houle Tank, Meyer 8838, Genset, RDF75 Dredge, Flump 75 Dredge, Evergreen Hard Hose Reel, Ag Rain Hard Hose Reel, Case Red Pump, Pioneer Green Pump, Deutz Pump, Houle Agi Pump, Balzar, Red Reel, Three Point Hose Reel, Aerator, Agitator, Kuhn Tank, Frac Tank, Screen.

DENNIS T. O'NEILL
3519 NE 15th Ave
#282
Portland, OR 97212
Phone: 503-828-5221
dennis@oneillsac.com
April 2020

EDUCATION

Master of Science in Soil Science (focus in soil chemistry)
University of New Hampshire, 2003

Bachelor of Science in Agricultural Business/Farm and Ranch Management
Montana State University-Bozeman, 1988

LICENSURES AND CERTIFICATIONS

Certified Crop Adviser since 1995 (CCA #12358) Supervisory
Pesticide Applicator, New Hampshire, 1998-2007
Montana Commercial Pesticide Applicator, 1994-1996
Montana Pesticide Dealer, 1994-1996

PROFESSIONAL EXPERIENCE

Agronomic Consultation and Sales

Business Owner, O'Neill Sustainable Ag Consulting, LLC, Portland, OR
2011- present

- Secure land for wastewater treatment plant (WWTF) contractors in WA, OR and ID for the land application of biosolids on a year round basis.
- Work with local regulatory authorities in the Pacific Northwest to generate and submit the correct documentation for legal permits for beneficial reuse of biosolids, including Conditional Use Permits (CUP) and Beneficial Use Facilities (BUF) authorizations.
- Develop nutrient and crop management recommendations for contracted farmers in the Pacific Northwest.
- When contracted by WWTF operators, ensure that all sites met requirements for compliance, including regulatory record-keeping, monitoring and reporting
- Provided land application of biosolids to contracted farmers.
- Provide sampling of groundwater, soils and biosolids; and documentation.
- Work with WWTF operators to maintain compliance and provide documentation for annual reports submitted to state regulatory agencies.
- Deal with the public regarding complaints and/or requests about the biosolids application program. This includes working with the WWTF operators to change application sites to ensure good public relations.
- Provide sustainable marketing assistance to farmers.

Technical Services Manager Pacific Northwest, Parker Ag Services, LLC., Limon, CO, 2007-2011

- Provided a land base in WA, OR and ID for the land application of biosolids on a year round basis generated successful Conditional Use Permits (CUP) and Beneficial Use Facilities (BUF) authorizations.
- Worked with local regulatory authorities in the Pacific Northwest to submit the correct documentation for legal permits for beneficial reuse of biosolids
- Developed nutrient and crop management recommendations for 20,000 acres of farmland that Parker Ag Service delivered residuals to.
- Ensured that all sites met requirements for compliance, including regulatory record-keeping, monitoring and reporting
- Provided customer service demonstrating quality and value of products
- Oversaw field staff for all agricultural spreading.
- Provided sampling of groundwater, soils and biosolids; and documentation.
- Worked with waste water treatment plant operators to maintain compliance and provide documentation for annual reports submitted to state regulatory agencies.
- Dealt with the public regarding complaints and/or requests about the biosolids application program. This includes working with the waste water treatment plant operators to change application sites to ensure good public relations.

Staff Agronomist Resource Management Inc., Ashland, New Hampshire, 2005-2007

- Develop nutrient and crop management recommendations for every farm and industrial site to which RMI delivers residuals (including biosolids, wood ash and short paper fiber)
- Ensure that all sites meet requirements for compliance, including regulatory recordkeeping, monitoring and reporting
- Provide customer service demonstrating quality and value of products
- Train staff to work with specialized relational database for residuals tracking
- Oversee field staff for all agricultural operations, including spreading; sampling groundwater, soils and materials; and documentation
- Work with sales staff to develop new outlets for various residuals
- Technical resource provider for problem sites.

Project Manager Resource Management Inc., Ashland, New Hampshire, 2003-2005

- Increase overall acreage for permitted site activities, including biosolids
- Maintain nutrient management budgets for regulatory oversight and end-user satisfaction
- Collaborate with Operations to provide maximum efficiency for trucking and equipment use
- Increase company profit for wood ash sales annually in this role

RESEARCH AND TRAINING

Graduate Research, Department of Natural Resources, University of New Hampshire-Durham, 2000-2002

- Developed MTBE MDLs for headspace method using gas chromatograph and co-authored article accepted for publication in December 2002 edition of *Analytical Chemistry*
- Researched Fenton's Reagent treatment of MTBE on 5 soils for thesis

Graduate Teaching Assistant, Department of Natural Resources, University of New Hampshire-Durham, 2000 and 2001

- Taught laboratory portions of Introduction to Soil Science
- Taught class in entomology for graduate credit
- Received outstanding ratings by students

Graduate Research Assistant, Department of Natural Resources, University of New Hampshire-Durham, 2000
Assisted a project in iron speciation in a Spodosol

ADDENDUM

Prior permits completed by O'Neill Sustainable Ag Consulting and authorized by Paul Kennedy, ORDEQ Biosolids Administrator for Western Oregon

In 2011 I was awarded a bid with the City of Woodburn. I established an agreement with a farmer to authorize 500 acres for the land application of Woodburn lagoon biosolids. The farmer raised various crops including, winter wheat, fescue grass for seed, triticale, rye grass for seed, oats, and barley.

In 2020, while working for the City of Salem, I secured 500 acres for the land application of biosolids. The authorization was written by Paul Kennedy.

EXHIBIT A:
PRICE SHEET
BIOSOLIDS MAINTENANCE PROGRAM

Base Bid Itemization

Bid Item	Description	Unit	Qty	Unit Price (per DT)	Bid Price
1	Biosolids Removal	DT	100	$524.06	$52,406
2	Land Management and Land Application	DT	100	$524.06	$52,406
				Total Bid Price	$104,812

Quantity (QTY) represents the expected quantity of biosolids to be removed at each Removal Event.

AGENDA REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: May 19, 2020

Re: City Utility Rates Review

Water

Water rates are comprised of a fixed base charge set by size of meter and three volume rates in ascending amounts of cubic feet (cf). Depending on summer irrigation and non-residential use of water, the amount of revenue derived from the tiered volume rates may fluctuate significantly from year to year. Based on the twelve most recent months of water billings, the volume rates account for almost half of the water revenue. Following considerable review last year, the Council modified the volume rates effective August 2019, so the Tier 2 rate was set at 30% higher than Tier 1 and the Tier 3 ass set at 60% higher than Tier 1. The first 550 cubic feet of water use is included in the base rate; however, the 550 allowance is not increased with the size of the meter. Customers outside the city pay 1.2 times the fixed base charge, but starting in 2018 the volume charges for outside customers were modified to be 2.0 times the Tier 1 and Tier 2 volume rates, but the Tier 3 rate was left at 1.2 times inside the City Tier 3 rate.

Although the proposed FY 2020-21 budget did not anticipate a rate increase for water, I now recommend that the City implement small annual increases to the volume rates to help offset water revenue used relocate water mains in conflict with the ODOT Highway 99W improvements project. The proposed increase of a tenth of one cent to the Tier 1 Inside City rate and related increases to the other volume rates using the adopted methodology from last year will generate about an additional $10,000 in water revenue. The following table shows the monthly water volume charge based on tenth of one cent increases for various amounts of consumption by the customer:

Rate	Low 600 cf	Med 1,500 cf	High 3,000 cf	Restaurant 5,000 cf	Winery 40,000 cf
$0.031*	$1.55	$30.42	$90.48	$183.48	$1,810.98
$0.032**	$1.60	$31.40	$93.40	$189.40	$1,869.40
$0.033	$1.65	$32.28	$96.32	$195.32	$1,927.82
$0.034	$1.70	$33.36	$99.24	$201.24	$1,986.24

*Current Rate **Proposed Rate

The volume rates charged by the other Yamhill County cities vary from a low of $0.015516/cf in McMinnville to a high of $0.0748/cf in Sheridan. Carlton is more like Dundee with a low volume rate of $0.0341/cf and a high-volume rate (over 5,000 cf) of $0.0494/cf. Other volume rates include

$0.0406/cf for Newberg, $0.0438/cf for Willamina and $0.0344/cf for Yamhill. Dayton and Lafayette each uses a block rate structure and is not strictly based on a per cubic foot rate.

While a customer may reduce water use as volume rates increase, the table below shows the proposed rates and revenues generated based on the same amount of cubic feet recorded for the most recent 12 months ending April 30, 2020.

	Annual cf	Rate Tiers	Rates	Rate Ratio	Current Volume $	Proposed Rates	Proposed Volume $
Inside City:							
Base	5,852,561	0 - 550 cf					
Tier 1	2,875,746	551 - 1375 cf	0.0310		$89,148	0.0320	$92,024
Tier 2	1,296,056	1376 - 2,750 cf	0.0403	1.3	$52,231	0.0416	$53,916
Tier 3	2,478,948	2,750+ cf	0.0496	1.6	$122,956	0.0512	$126,922
					$264,335		$272,862
Outside City:							
Base	303,013	0 - 550 cf					
Tier 1	226,988	551 - 1375 cf	0.0620	2	$14,073	0.0640	$14,527
Tier 2	166,681	1376 - 2,750 cf	0.0806	2	$13,434	0.0832	$13,868
Tier 3	268,946	2,750+ cf	0.0595	1.2	$16,008	0.0614	$16,524
					$43,515		$44,919
		Totals Inside and Outside City			$307,850		$317,781

Sewer

The proposed FY 2020-21 budget includes a $1.00 per month rate increase to the low strength sewer base charge and corresponding changes to the other base sewer charges and sewer volume rates as follows:

Class	Current 2019 Base / Volume*	Proposed 2020 Base / Volume*
Low	$50.72 / $.0922	$51.44 / $.0935
I&I	$19.74	$20.02
	$70.46	$71.46
Medium	$61.37/ $.1116	$62.24 / $.1132
I&I	$19.74	$20.02
	$81.11	$81.11
High	$80.64 / $.1466	$81.79 / $.1487
I&I	$19.74	$20.02
	$100.38	$100.38

Very High	$100.43 / $.1826	$101.86 / $.1852
I&I	$19.74	$20.02
	$120.17	$121.88

*Volume rate is per cubic foot over 550 cubic feet.

This modest base rate increase of about 1.42% is needed to ensure service fee revenue will fully cover sewer system operational cost, annual debt service on the DEQ State Revolving Fund loan used to finance construction of the 2012 wastewater treatment facilities, and provide sufficient funds for the large expense of periodic biosolids removal and disposal, and build up reserves for the phased replacement of the MBR plates.[1]

Storm Water

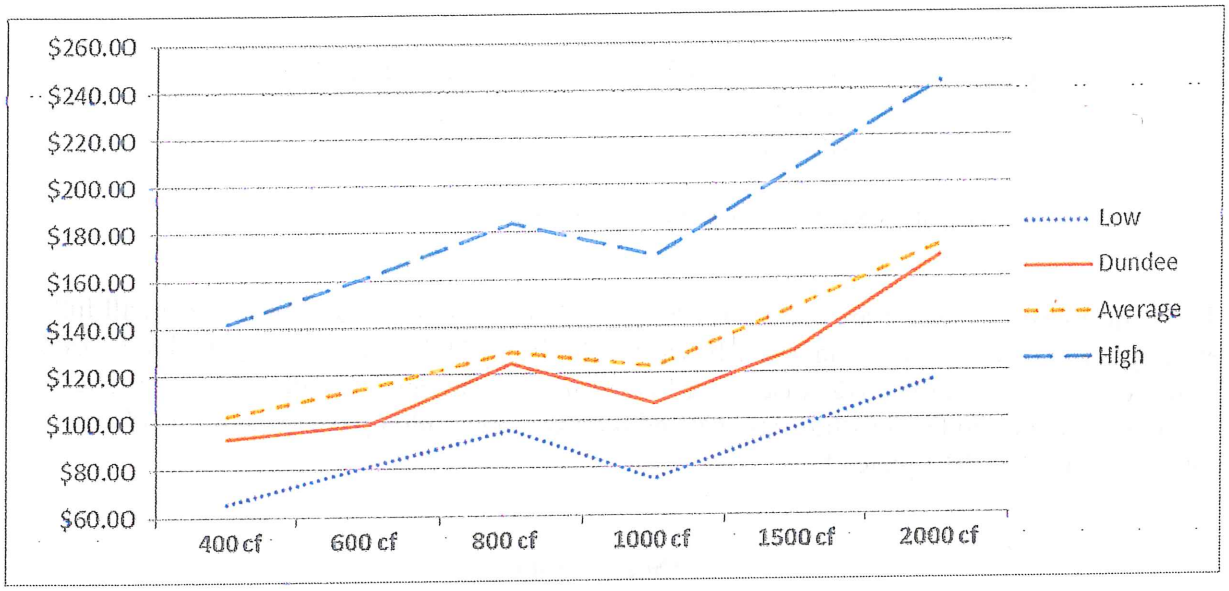
The base monthly residential storm water fee was last increased on August 2016 from $5.50 to $6.00, with an assumed impervious surface area of 3,000 square feet per residence. Commercial and multi-family (three or more dwelling units) are billed at a rate of the 3,000 divided by the base rate times the actual total impervious surface area for that customer. Revenues are currently sufficient to accommodate utility operating expenses and annual debt service. No changes are recommended to the monthly storm water fee at this time.

Recommendation

The proposed rate changes for water and sewer services combined for Dundee are close to the average of the current rates of the other ten cities in Yamhill County.[2] The attached table shows 400 cf, 600 cf, and 800 cf represent winter use at residential sewer rates, and the 1000 cf, 1500 cf, and 2000 cf assumes higher water use for irrigation, but with sewer charges capped at the winter use amounts. The following graph depicting Dundee's recommended rates with the low, average, and high rates.

[1] With the development of the sewer rate structure based on strength of effluent in 2010, the Council directed that the fixed base be set to collect at least 78% of total service revenue. In 2019, the fixed base represented 79.2% of sewer fee revenue.
[2] The following table represents other fees collected on the residential customer monthly water and sewer bill.

City	Storm	Public Safety	911-Com	Street
Amity		$10.00		$2.00
Dundee	$6.00			
Newberg	$12.24	$3.00	$2.20	$4.99
Sheridan	$3.50			
Willamina				$3.00



Following review of the recommended rate changes, including consideration of public input, Council may direct a resolution adopting any rate changes be prepared for the next Council meeting, June 2. As in prior years, staff recommends the effective date of the new rates to be August 1, 2020 in order information regarding the new rates is provide in the July issue of the City's quarterly newsletter.

1-Jul-20

Comparison of Residential Water and Sewer Rates

		Winter Average			w/ Summer Water*			
		400	600	800	1000	1500	2000	Comments
Amity:	Water	56.74	62.83	68.92	75.00	90.23	105.45	No Base Allowance
	Sewer	58.50	63.75	69.00	58.50	63.75	69.00	No Base Allowance
	Total	115.24	126.58	137.92	133.50	153.98	174.45	
Carlton:	Water	66.65	75.00	84.87	94.75	119.43	144.12	No Base Allowance
	Sewer	75.19	87.05	98.92	75.19	87.05	98.92	No Base Allowance
	Total	141.84	162.05	183.79	169.94	206.48	243.04	
Dayton:	Water	59.00	62.00	65.12	68.24	79.64	91.04	Minimum Base - 400 cu. ft.
	Sewer	44.51	44.51	44.51	44.51	44.51	44.51	Flat Rate
	Total	103.51	106.51	109.63	112.75	124.15	135.55	
Dundee:	**Water**	**21.54**	**23.14**	**29.54**	**35.94**	**53.14**	**73.94**	**Minimum Base - 550 cu. ft.**
	Sewer	**71.46**	**76.14**	**94.84**	**71.46**	**76.14**	**94.84**	**Minimum Base - 550 cu. ft.**
	Total	**93.00**	**99.28**	**124.38**	**107.40**	**129.28**	**168.78**	
Lafayette:	Water	54.08	57.92	62.95	69.16	86.16	103.16	Minimum Base - 300 cu. ft.
	Sewer	45.72	53.16	60.60	45.72	53.16	60.60	Minimum Base - 300 cu. ft.
	Total	99.80	111.08	123.55	114.88	139.32	163.76	
McMinnville:	Water	19.36	22.46	25.65	28.67	37.49	46.31	No Base Allowance
	Sewer	46.66	58.80	70.94	46.66	58.80	70.94	No Base Allowance
	Total	66.02	81.26	96.59	75.33	96.29	117.25	
Newberg:	Water	34.67	42.79	50.91	59.03	79.33	99.63	No Base Allowance
	Sewer	62.93	80.79	98.65	62.93	80.79	98.65	No Base Allowance
	Total	97.60	123.58	149.56	121.96	160.12	198.28	
Sheridan:	Water	29.92	44.88	59.84	74.80	112.20	149.60	Volume Rate Only
	Sewer	41.93	41.93	41.93	41.93	41.96	41.93	Flat Rate
	Total	71.85	86.81	101.77	116.73	154.16	191.53	
Willamina:	Water	54.00	62.76	71.52	80.28	102.18	124.08	No Base Allowance
	Sewer	63.90	63.90	63.90	63.90	63.90	63.90	Flat Rate
	Total	117.90	126.66	135.42	144.18	166.08	187.98	
Yamhill:	Water	44.60	46.27	51.42	56.56	69.43	82.30	Minimum Base - 535 cu. ft.
	Sewer	75.92	75.92	75.92	75.92	75.92	75.92	Flat Rate
	Total	120.52	122.19	127.34	132.48	145.35	158.22	

* Assumes winter average use for sewer and 2.5 times winter average use for average August water (irrigation) consumption.

AGENDA REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: May 19, 2020

Re: Outside Water Request

Attached is a request for City water from Giorgio Furioso for the Furioso Vineyards winery and tasting room located at 8415 NE Worden Hill Road. The property is located on the southwest corner of Worden Hill Road and Warren/Fairview, near where the City's water main from the springs well fields turns east to Dundee. The estimated water use provided by Mr. Furioso is very modest and represents about the amount of water used by the boutique winery Purple Hands in Dundee. If approved, the applicant will be responsible for the cost of meter and service line installation on a time and materials basis, and the water SDC (currently $6,506 for a 5/8 x 3/4-inch meter).

Pursuant to DMC 13.12.040 (attached), the decision to provide water to properties outside of the city limits is at the discretion of the City Council provided there is excess capacity and the following three criteria are met:

1. The City Council finds that a genuine hardship exists due to quality and/or quantity of water for domestic consumption and authorizes the application for water service outside of the city limits.
2. The property to be served is within 400 feet of the city's water main and the city engineer finds that the service connection may be made without detriment to existing users.
3. Prior to connecting to the city water main the owners of the property shall execute and record an agreement to annex to the city at such time as annexation is legally possible and is requested by the city.

As described in the criteria above, an annexation agreement will need to be executed that allows the Council the option to require annexation of the property into the City should the property be legally able to annex (.i.e. located within a future urban growth boundary of the City). With some of the recent non-residential applications approved for outside water the annexation agreement was modified to require adherence of certain City policies, such as the Exterior Lighting (Dark Sky) regulation. In this instance the property is developed with structures and other improvements. Are there any concerns that should be addressed through the annexation agreement? Also, several similar applications were approved in the vicinity that required the owners to assist in the upsizing of the water line per the Water Master Plan. Should the applicant pay an additional amount beyond the cost of meter installation and the water SDC that is used to continue improvements to the Worden Hill water line?

One other consideration for this request involves the City's compliance with the Oregon Health Authority (OHA) regulations. The City has been working with OHA in determining the amount of chlorine residual and contact time is required before water from the springs well field is delivered to the first water customer. Currently, the first water customer is about 800 feet to the east and downstream of Furioso Vineyard. If Furioso Vineyards becomes the first water customer, then any change to comply with OHA requirements should be the financial responsibility of Furioso Vineyards. Public Works Supervisor discussed this possibility with OHA, and one solution may be to simply reduce the amount of chlorine injected at the booster pump station. However, we still do not have this confirmed in writing.

Recommendation: Motion to authorize (or deny) a City water service request for 8415 NE Worden Hill Road (subject to the following conditions_____.)

REQUEST FOR A CONNECTION TO THE CITY WATER DUE TO HARDSHIP

Applicant: Giorgio Furioso & Furioso Vineyards – 8415 NE Worden Hill Rd – Dundee OR 97115

City Council hearing date: May 19th, 2020.

BACKGROUND INFORMATION

Furioso Vineyards is a boutique family operated vineyard, winery and tasting-room located at 8415 NE Worden Hill Rd in Dundee (Parcel ID: R3327 02000). It currently employs seven full-time employees, all living in the area.

The business has been in operation since July 2015 when the estate was purchased by Giorgio Furioso from Gerald and Julia Koschal, who were running it under Crumbled Rock Winery and its Juliard Vineyard.

It is a 10-acre property, including 8 acres of vines, a winery/tasting-room building (about 9,000 sq.ft) and a 4-bedroom house (currently unoccupied).

A first water well had been drilled in the 1950's by the owners at the time (the Saucy family, we believe). There was no record of it, so little is known about this well. The pump is 105' deep and the well is probably 150'-ish deep. The water is of good quality but only producing 5 gal/mn; and, over the last couple of years, has been running dry a few times in summertime.

In March 1982, Thomas Saucy had another deeper well drilled to 525 ft (Water well report YAMH 4556), but it was a low producer and was never developed. Consequently, the 1950's well has been the only source of water during all those years for the past and present owners of the property.

RECENT DEVELOPMENT

Last year, we were approached by the Drinking Water Services, a branch of the Oregon Health Authority. They issued new rules about the Public Water Systems (like our tasting-room) and they said we could not use the 1950's well to serve our patrons anymore since there was no official record of it.

An alternative option was to drill a new well (which we had scheduled to do anyway since we have had some concerns about the old well running dry in summer) but the new regulations regarding the Public Water Systems include a series of setbacks (eg: 100 ft from the neighbors' properties, 100 ft from any other wells, 50 ft from any sewer line, etc...) that have made it physically impossible to find a location on the property which meets all the Drinking Water Services requirements (see map attached).

In any case, if we are unable to follow OHA directives on Public Water Systems, we will be forced to shut-down our tasting-room and close our business.

OUR PLEA

At this stage, the last resort for us is to be able to connect to the city water supply. It is our understanding that there is a city water line close to our property. We also understand that it is technically possible to make that connection once the city has completed its chlorine residual contact time study later this spring.

Furioso Vineyards will partner with the city to achieve this project, which is crucial to the survival of this business and its employees. In accordance to Section 3.12.040, we are also committed to only use the city water for our tasting-room and winery. The water for the house and any landscape irrigation on the property will continue to be provided by our well. (See our estimated water use attached).

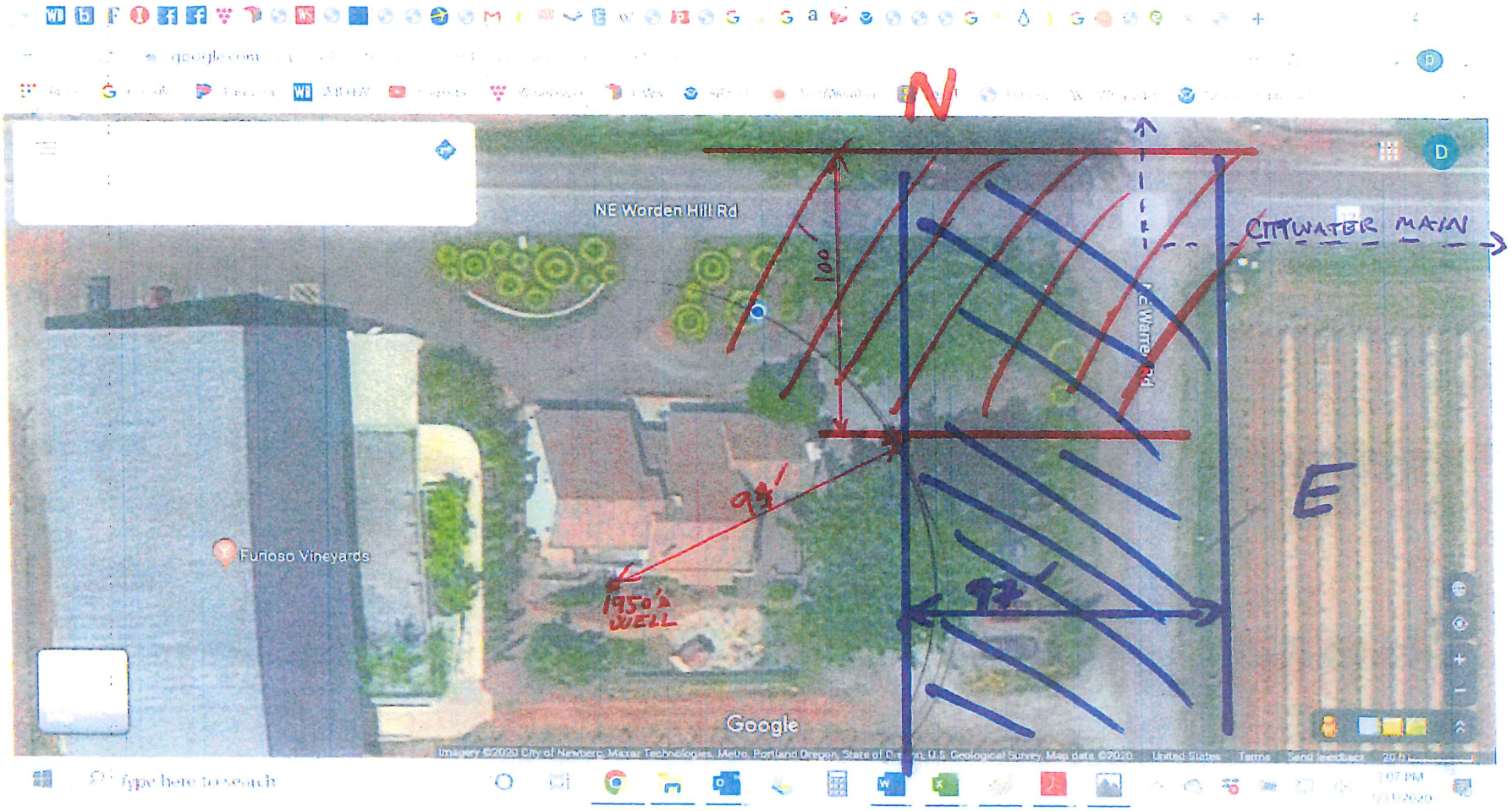
We are sorry that this was forced on us by OHA, despite having an immaculate track record of the quality of our well water (which is tested four times a year). Note that Drinking Water Services strongly support our request to the City Council as they favor city water (being perceived as more reliable) versus well water.

We hope that you will find our situation qualifies to your definition of hardship and we will be thankful if the City Council could grant us an approval to be connected to the city water supply.

Thank you,

Giorgio Furioso

Furioso Vineyards


N
NE Worden Hill Rd
100
CITYWATER MAIN
NE Wamer Rd
E
94'
Furioso Vineyards
1950's WELL
97
Google

FURIOSO ESTIMATED WATER USE		
	Avg Montly Use (gal)	Peak Day Use (gal)
January	4,000	400
February	3,800	400
March	6,000	500
April	7,000	600
May	8,000	700
June	9,000	800
July	10,000	1,200
August	15,000	1,200
September	30,000	1,800
October	30,000	1,800
November	18,000	800
December	10,000	600
TOTAL	**150,800**	

CITY of DUNDEE Oregon

To: Rob Daykin

From: Chuck Simpson

CC:

Date: 5/14/2020

Re: Water service on Worden Hill Rd

Comments: PW doesn`t have an issue with this proposed new service. Additionally I have received some information from OHA regarding the Contact Time study to be completed this summer, it appears if we were to add this pending service connection it would reduce our piping of 900' of 12" and that would reduce our CT +- 12.00 min .
I have e-mailed OHA for some clarification on how this would affect us and haven`t herd back.
Prior conversations have indicated that it could be just an adjustment to the amount of CL2 that we inject at the spring's booster pump station.
I`ve included OHA`s hand calculations.

X

Chuck Simpson
Public Works Superintendant

City of Dundee, Oregon

Water System Disinfection Contact Time Tracer Study Pre-approval

August 2018

Prepared By: Paul Bizeau, P.E.

HECO ENGINEERS
HOLLADAY ENGINEERING CO.

32 N Main Street • PO Box 235 • Payette, ID 83661
208 642 3304 • info@hecoengineers.com

HECO Project: PR 18-0339A

Description of Facilities

The City of Dundee owns, operates and maintains a community water system for the purposes of providing drinking water and fire protection to the residents within its boundaries. The service population for the City is comprised mostly of residential customers.

The City relies on groundwater sources at well locations throughout the town, some of which feed a high elevation 200,000 gallon storage tank through 1500 feet of 6" pipe. Two pumps at the well site clearwell are operated on level control (on/off). Disinfection treatment takes place at the clearwell. From the reservoir, water is gravity fed through 12" and 8" mains approximately 3500 feet to system distribution and lower elevation storage. See accompanying schematic.

Test Objectives

The City of Dundee intends to conduct its first CT study now. The purpose of this tracer study is to measure the actual contact time available at the point of first user while system demands are at peak hourly flow from the reservoir.

Test Procedure

There is an electronic flow meter at the clearwell (supply) pumps. Instantaneous flow measurement is not currently working, but a totalizer readout will be used to calculate gpm. This, along with recording any change in reservoir levels, will give net flow out of the reservoir to distribution. The two supply pumps will be operated together for the duration of the test. Flows to the reservoir might fluctuate somewhat because the pumps operate on discrete control according to reservoir level.

Efforts will be made to simulate worse-case conditions in the system that would lead to the lowest likely CT time. A flow of 400 gpm from the reservoir is the desired rate to achieve for this study. The 200,000 gallon reservoir level will start at about 25 feet and finish at 27 feet in order to keep the supply pumps running at a consistent rate. The system's mid-level reservoir will also be at a level to automatically fill during the test. This will increase system demand because peak demand occurs when this reservoir is filling. Also, the study will be conducted on a warm summer day to take advantage of high water demand in the system.

We propose to use chlorine as the tracer chemical. Chlorine concentration will be measured 1.) at the well site clearwell and 2.) prior to the first customer. All chlorine measurements will be manual, using a DPD test on grab samples from those locations. As such, staff will be assigned at both locations to perform residual tests at regular intervals. The clearwell location samples are taken to assure that the tracer concentration is being maintained.

The chlorine residual will be measured prior to adjustments to develop a baseline level. It is important that the operator run a steady concentration for a day or so before the test. That way, any increases at the sampling point would be due to testing procedures, not operational fluctuations. We anticipate chlorine at the plant clearwell will be increased to approximately 2.6 mg/l for the CT study.

The normal chlorine dose is around 1.0 mg/l leaving the clearwell (initial residual) and residual at the first customer is about 0.87 mg/l. Per EPA protocol, contact time will be established when a residual showing 10 percent of the tracer amount over the initial amount is recorded at the second sampling location. The testing will be continued beyond this point so that a good graph can be drawn from the data points. For example, if the starting residual is 1.0 mg/l and the test target amount is 2.6 mg/l:

$$C_{10} = \text{initial mg/l} \div 10\% \text{ (added residual)}$$
$$C_{10} = 1.0 \text{ mg/l} \div 0.1(2.6 - 1.0) \text{ mg/l}$$
$$C_{10} = 1.16 \text{ mg/l}$$

When this value is reached, actual contact time can be derived and the chlorine dose will be returned to normal operating value.

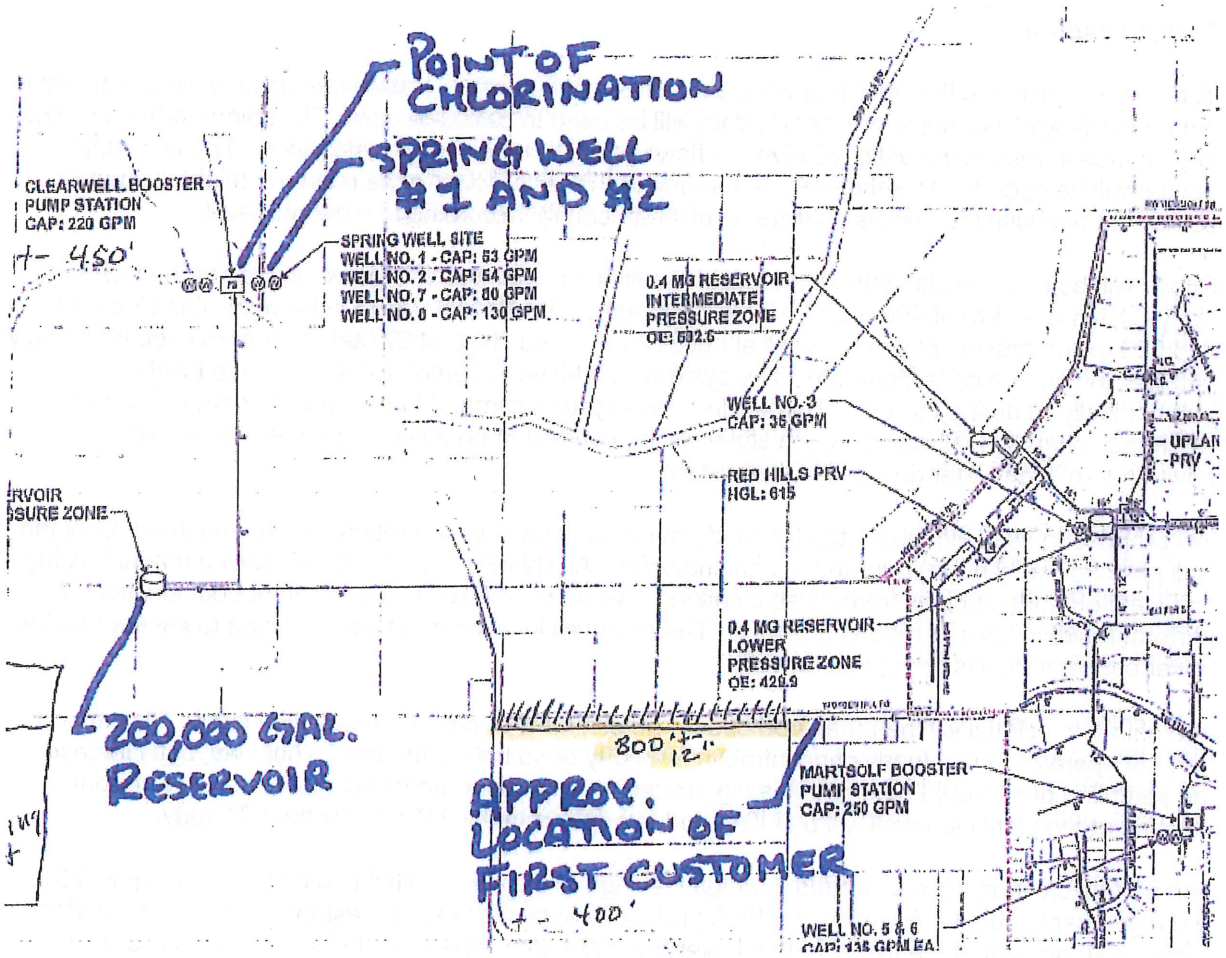
Estimated Contact Time

For purposes of this submittal, a baffle factor of 0.1 was assumed for the reservoirs.

The circuit for the test includes the piping from the clearwell to the 200,000 reservoir, piping from the reservoir to the first user and the reservoir.

The minimum CT required for viral inactivation by chlorination is 6. OHA calculated a theoretical CT of 14.97 for flow at 400 gpm and a chlorine residual = 0.2 mg/l at the first user (ref Conditional Approval letter dated 5/16/18).

City of Dundee Water System Schematic



Feed Rate Calculations Using Flow with a % Strength (i.e., % pure) Solution

Unlike chlorine gas, sodium and calcium hypochlorite solutions are not 100 percent pure. For example, the sodium hypochlorite typically used is 12.5% pure. That means that out of every gallon of hypochlorite, only 12.5% is the chlorine component, and the other material (87.5%) is not chlorine.

Problem: A water plant uses sodium hypochlorite (12.5%) to disinfect the water. The target dose is 1.2 mg/L. They treat 0.25 million gallons per day. How many pounds of sodium hypochlorite will need to be fed?

Step 1: Solve for pounds per day (feed rate) for 100% pure chemical (no impurities).

Using the formula pounds per day = flow x dose x 8.34 = (0.25)(1.2)(8.34) = 2.5 pounds of chlorine is required.

Step 2: Calculate # of pounds of 12.5% solution needed to achieve Step 1 feed rate.

Since they are using hypochlorite, and only 12.5% of the hypo is chlorine, we need to calculate how many pounds of hypo are required to get 2.5 pounds of chlorine. To do that we need to change the percent to a decimal, and divide that into the pounds required.

a) Convert % purity of solution into a decimal:

$$\frac{12.5\ \%}{100\%} = 0.125$$

b) Then divide the pounds needed (feed rate of 100% pure chemical) by the % purity of the solution (as a decimal).

$$\frac{2.5\ \text{pounds}}{0.125\ (\%\ \text{purity as a decimal})} = 20\ \text{pounds of 12.5\% hypochlorite.}$$

City of Dundee - Disinfection Contact Time Estimate
8/2/2018

L (ft)	Dia. (in.)	Vol (gal)	H (ft)	a. (	Vol (gal)	L (ft)	Dia. (in.)	Vol (gal)	L (ft)	Dia. (in.)	Vol (gal)
1500	6	2,203	32	33	204,723	2700	8	7,050	800	12	4,700

Baffling
0

Lowest H (ft)
25

Eff. Vol (gal)
##

1,500-LF of 6" dia. Pipe			200,000 gallon reservoir			2,700-LF of 8" dia. Pipe			800-LF of 12" dia. Pipe		
Gal/LF =	1.47	gal/LF	Gal/Ft =	##	gal/Ft	Gal/LF =	2.61	gal/LF	Gal/	5.87	gal/LF
Time =	5.51	min	Time =	##	min	Time =	17.62	min	Time	11.75	min

OF Elev.	689 ft
Flr Elev.	657 ft
Diff =	32 ft

Peak Hour Demand Flow (gpm)
400

Total Pipe Volume =	13,952	gallons
Eff. Tank Volume =	15,994	gallons
Total Eff. Volume =	29,946	gallons
Total Time (T) =	74.87	Minutes
Cl2 Residual (C) =	0.2	mg/l
CT (C x T) =	14.97	mg-min/L

CT provided just by the tank:

39.98 min	Time
0.2 mg/l	Concentration
8.00 mg-min/L	C x T

CT provided just by the pipe:

34.88 min	Time
0.2 mg/	Concentration
6.98 mg-	C x T

Dosage Calculations for 12.5% liquid sodium hypochlorite

Enter Product Specific Gravity =>	1.2
Enter Desired Dosage (mg/l) =>	1
Enter Plant Flow (gpm) =>	400
Enter Solution Concentration (%) =>	12.5
Conversion Factor 1% = 10,000 mg/l:	10,000
Conversion Factor (ml/gallon) =	3,785
Pump Feed Rate (gph) =	0.16
Pump Feed Rate (gpm) =	0.00267
Pump Feed Rate (ml/min) =	10.09
Pump Feed Rate (gal/day) =	3.84
Pump Feed Rate (lbs/day) =	38.4307

Check 1:

0.576	MGD
4.80384	Feed Rate of CL2 (lbs CL2/day)
8.34	units conversion factor
1	Dosage (mg/l)
12.5	Solution Strength (% wt/wt)
38.43072	Feed Rate of 12.5% Soln. (lbs Soln./day)

CITY of DUNDEE Oregon

To: City Council

From: PW Superintendent Simpson

CC: Rob Daykin

Date: 5/13/2020

Re: Well #7 Replacement

Comments: Well #7 is the last of our wells that needs to be added to the telemetry (SCADA) system, to accomplish this we need to add a level transducer to the well, as it sits now we cannot simply install the transducer, when it was constructed there wasn`t a tube placed with the piping or a termination point for the wiring.

It isn`t cost effective to pull a 30-year-old pump and motor place a tube in and then reinstall the same 30-year-old pump, motor, and piping. Our plan is to replace the well pump, motor and piping.

I`ve received a quote from Stettler supply out of Salem for this project at a cost of $8342.00.

Recommendation of awarding this project to Stettler Supply.

This project was budgeted.

Transducer to be installed after well completion.

Other companies contacted were

Schneider Water Services: 14,483.41

Casey Jones Well Drilling: No response

X

Chuck Simpson

Public Works Superintendant

Stettler Supply Company

"Committed to Service Excellence" Since 1948

Pumps & Pump Stations | Agricultural Irrigation | Water Treatment | Water Systems

4420 Ridge Drive NE, Salem OR 97301
503-585-5550 local 866-985-5550 toll-free 503-581-6799 fax
CCB #33228

IRRIGATION SYSTEMS
- Pivot
- Linear
- Drip
- Greenhouse
- Nursery

WATER SYSTEMS
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- Industrial
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- Treatment

MUNICIPAL-INDUSTRIAL
- Pump stations
- Water & sewer
- Treatment

PUMPS
- Submersible
- Vertical turbine
- Centrifugal
- Engine drive
- Controls

EVALUATION
- Well tests
- Flow tests
- Water quality

SERVICES
- Consultation
- Design
- Fabrication
- Turnkey projects

04/17/2020

City of Dundee
Well # 7
Chuck Simpson 503-209-4988
19321 NE. Fairview Dr.

Estimate to pull and replace pump, motor, pipe, wire and all related components.

10HP 230 VOLT MOTOR:	$1,313.00
WOLF 5ML6-5 4.4375 TRIM:	$2,609.00
210' 2 ½ T&C GALV PIPE:	$1,439.00
2 ½ 80DI CHECK VALVE:	$230.00
4" GALV TEE:	$135.00
#8 DOUBLE INSULATED PUMP WIRE:	$481.00
6" FULL FACE GASKET:	$4.00
3" FULL FACE GASKET:	$2.00
#8 SPLICE KIT:	$10.00
210' 1" SCHEDULE 40 SOUNDER PIPE:	$69.00
MISCELANOUS MATERIAL:	$100.00
BOOM FEE:	$200.00
2 MAN LABOR TO COMPLETE JOB:	$1,750.00
SUBTOTAL:	$8,342.00

NOTE: This quote reflects information from Chuck. 80 gpm open discharge into reservoir.
Thank you for the opportunity to quote your project.

Thanks
Brent

SCHNEIDER WATER SERVICES

St. Paul, OR
Richland, WA

schneiderwater.com

Ph 503-633-2666
Fx 503-633-2668

OR CCB #: 39265 WA Lic #: SCHNEEI940R8 ID PW #: 018455-AA-1

ESTIMATE

Date	Estimate #
4/23/2020	2687

By: Pat Schneider, Project Estimator
pat@schneiderwater.com

PROPOSAL TO:

City of Dundee
P.O. Box 220
Dundee, OR 97115

JOB:

Well 7 pump replacement

Description	Est. Qty.	Unit	Unit Price	Total Estimate:
Scope of work: Remove pump. Supply & install new pump, motor, wire, column pipe, check valve, and probe tube. Reuse discharge tee & well seal flange at well head, existing discharge pipe to remain unchanged. Existing pump model is unknown. Pump quoted is based on 10HP and 80 GPM. Labor hours & materials are estimated. Actual hours and materials used will be invoiced.				
Mobilization and Demobilization	1.00	LS	1,200.00	1,200.00
Labor - Lead	16.00	HR	90.00	1,440.00
Labor - Helper	12.00	HR	80.00	960.00
Rig Time	10.00	HR	100.00	1,000.00
Grundfos 85S100-7 pump end	1.00	EA	2,436.67	2,436.67
Franklin 6" 10HP 460V 3PH submersible motor	1.00	EA	1,983.34	1,983.34
4" Galv Pipe Sch40 21'	210.00	FT	18.20	3,822.00
Flomatic 4" male x male check valve	1.00	EA	630.00	630.00
#10/3 Flat Sub Wire w/Grd W	220.00	FT	1.47	323.40
1" PVC Sch80 Flush Joint probe tube	220.00	FT	2.30	506.00
8" 150# Full Face x .125" Thk red rubber gasket	1.00	EA	12.00	12.00
8" flange bolt and nut kit	1.00	EA	20.00	20.00
Misc. Supplies/Materials	1.00	LS	150.00	150.00

SEI TERMS - 5/1/2012 apply and copy received.
Parties agree that all terms are conspicuous.

TOTAL ESTIMATE: $14,483.41

Accepted By: Title: Date:

THANK YOU!

CITY of DUNDEE Oregon

To: Dundee City Council

From: Greg Reid, City Engineer

Date: 5/14/2020

Re: 2020 Street Projects
Recommendation to Award

RECOMMENDATION OF AWARD

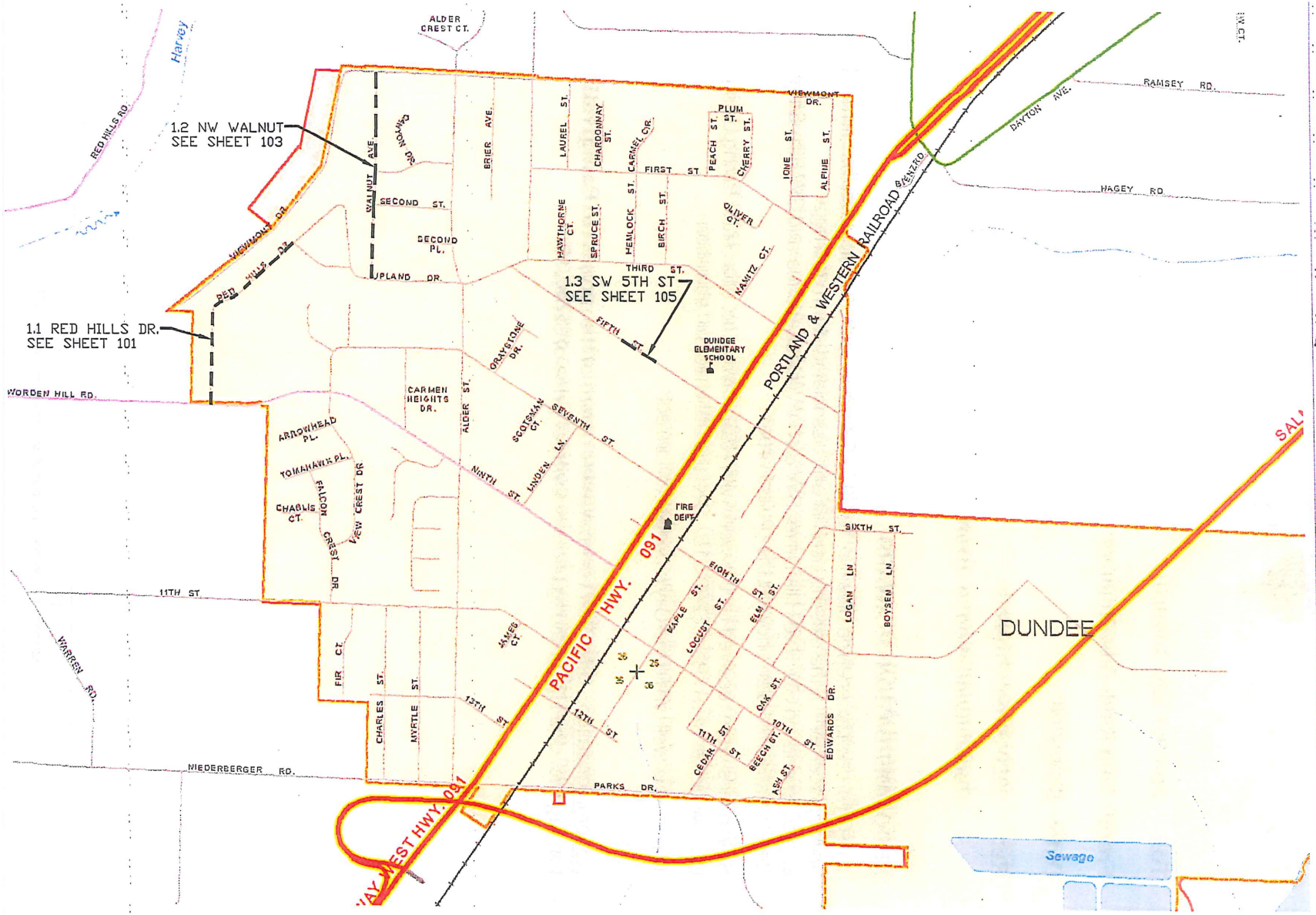
The City recently received bids for the 2020 Street Projects that includes the removal and replacement of the existing asphalt and associated storm drainage improvements on SW Red Hills Drive, SW & NW Walnut Avenue and SW 5th Street. See the attached plan showing the project areas.

Seven bids were received for the work with K&E Paving Inc. dba H&H Paving being the low bidder at a cost of $258,318. See the attached bid tabulation

This cost is well within the City's budget for project.

Recommendation: **City Staff recommends award of the project to Paving K&E Paving Inc. dba H&H Paving for the contract price of $258,318.**

Phone 503.538.3922 * Fax 503.538.1958
620 SW Fifth Street * PO Box 220 * Dundee, Oregon 97115
E-mail: DundeeCity3@comcast.net



CITY of DUNDEE Oregon

CITY OF DUNDEE
620 SW 5th Street
P.O. Box 220
Dundee, OR 97115
Ph: (503) 538-5923
Fax: (503) 538-1938

REGISTERED PROFESSIONAL ENGINEER
80260PE
OREGON
Nov. 13, 2001
GREGORY SCOTT REID
EXPIRES: 12/31/2020

CONSULTANT:

PROJECT NUMBER: 20002

2020 STREET PROJECTS

PUBLIC IMPROVEMENTS

DUNDEE, OR 97115

REVISION:

DRAWN BY: GSR
ISSUE DATE: APRIL 23, 2020
FILE NAME: Dundee_2020 Street Improvements.dwg

SHEET:

OVERALL SITE PLAN

100

FILE: Dundee_2020 Street Improvements.dwg PRINT DATE: 4/23/2020 8:25 PM

City of Dundee
2020 Street Projects
Bid Tabulation Summary
Bid Date: 5/13/2020

Bidder	Location			Total Bid
	1.1 SW Red Hills	1.2 SW & NW Walnut	1.3 SW 5th Street	
K&E Paving Inc. (dba H&H Paving)	$111,162.60	$102,211.40	$44,944.00	**$258,318.00**
Knife River	$138,174.70	$123,894.30	$44,898.00	**$306,967.00**
Engineer's Estimate	$150,144.23	$143,155.66	$44,317.35	**$337,617.24**
S2 Contractors	$157,926.00	$151,481.00	$51,324.00	**$360,731.00**
Baker Rock	$168,734.80	$146,480.80	$53,237.80	**$368,453.40**
Pacific Excavation, Inc.	$157,697.50	$152,076.50	$64,566.00	**$374,340.00**
Brix Paving Northwest Inc.	$194,406.00	$192,908.00	$61,648.00	**$448,962.00**
Eagle-Elsner Inc.	$246,773.00	$237,354.00	$72,276.00	**$556,403.00**

1.1 SW Red Hills Drive (9th to Upland)

Bid Tabulation

Bid Date: 5/13/2020

SECTION 1 - SITE WORK				K&E Paving Inc.		Knife River		Engineer's Estimate		S-1 Construction Inc.		Baker Rock		Pacific Excavation Inc.		Bar Paving Northwest Inc.		Eagle-Elmer Inc.	
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$8,800.00	$8,800.00	$12,900.00	$12,900.00	$10,399.60	$10,399.60	$6,000.00	$6,000.00	$19,000.00	$19,000.00	$14,481.00	$14,481.00	$4,000.00	$4,000.00	$15,000.00	$15,000.00
2	Temporary Work Zone Traffic Control, Complete	1	LS	$2,000.00	$2,000.00	$8,850.00	$8,850.00	$5,849.78	$5,849.78	$8,000.00	$8,000.00	$19,000.00	$19,000.00	$7,500.00	$7,500.00	$9,800.00	$9,800.00	$50,000.00	$50,000.00
3	Erosion Control, Complete	1	LS	$500.00	$500.00	$910.00	$910.00	$3,899.85	$3,899.85	$1,000.00	$1,000.00	$1,340.00	$1,340.00	$1,000.00	$1,000.00	$500.00	$500.00	$1,800.00	$1,800.00
SECTION 2 - STREET IMPROVEMENTS																			
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
4	Sawcut	1	LS	$850.00	$850.00	$300.00	$300.00	$650.00	$650.00	$1,200.00	$1,200.00	$900.00	$900.00	$1,500.00	$1,500.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
5	Pulverize or Remove & Dispose of Existing Asphal	1	LS	$9,950.00	$9,950.00	$9,840.00	$9,840.00	$13,000.00	$13,000.00	$8,000.00	$8,000.00	$14,900.00	$14,900.00	$16,000.00	$16,000.00	$6,800.00	$6,800.00	$20,000.00	$20,000.00
6	Extra for 3"-0 Stabilization in Place	134	Ton	$45.50	$6,097.00	$46.00	$6,164.00	$35.00	$4,690.00	$88.00	$11,792.00	$68.40	$9,165.60	$43.00	$5,762.00	$90.00	$12,060.00	$77.00	$10,318.00
7	3/4"-0" Aggregate Base	741	Ton	$19.50	$14,449.50	$21.00	$15,561.00	$25.00	$18,525.00	$45.00	$33,345.00	$33.60	$24,897.60	$33.50	$24,823.50	$65.00	$48,165.00	$55.00	$40,755.00
8	Grade and Compact Base	1	LS	$7,458.00	$7,458.00	$7,500.00	$7,500.00	$7,750.00	$7,750.00	$5,000.00	$5,000.00	$5,500.00	$5,500.00	$14,500.00	$14,500.00	$9,800.00	$9,800.00	$10,000.00	$10,000.00
9	Level 2, 1/2" Dense ACP Mixture - Street	626	Ton	$71.85	$44,978.10	$78.95	$49,422.70	$95.00	$59,470.00	$85.00	$53,210.00	$71.40	$44,696.40	$77.50	$48,515.00	$101.00	$63,226.00	$100.00	$62,600.00
10	Level 2, 1/2" Dense ACP Mixture - 4' Swale	49	Ton	$98.50	$4,826.50	$142.00	$6,958.00	$130.00	$6,370.00	$85.00	$4,165.00	$167.00	$8,183.00	$112.00	$5,488.00	$175.00	$8,575.00	$250.00	$12,250.00
11	Level 2, 1/2" Dense ACP Mixture - Driveways	29	Ton	$98.50	$2,856.50	$195.00	$5,655.00	$130.00	$3,770.00	$150.00	$4,350.00	$291.00	$8,439.00	$136.00	$3,944.00	$240.00	$6,960.00	$250.00	$7,250.00
12	Minor Adjustment of Manholes	5	EA	$185.00	$925.00	$310.00	$1,550.00	$500.00	$2,500.00	$300.00	$1,500.00	$325.00	$1,625.00	$1,000.00	$5,000.00	$250.00	$1,250.00	$400.00	$2,000.00
13	Minor Adjustment of Water Valves	3	EA	$60.00	$180.00	$140.00	$420.00	$350.00	$1,050.00	$100.00	$300.00	$110.00	$330.00	$250.00	$750.00	$175.00	$525.00	$180.00	$540.00
14	3" Rock for Drainage Ditchs in Place	10	Ton	$86.00	$860.00	$110.00	$1,100.00	$50.00	$500.00	$250.00	$2,500.00	$130.00	$1,300.00	$150.00	$1,500.00	$105.00	$1,050.00	$150.00	$1,500.00
15	12" DI Storm Pipe (CL 52)	62	LF	$78.50	$4,867.00	$104.00	$6,448.00	$90.00	$5,580.00	$180.00	$11,160.00	$91.50	$5,673.00	$65.00	$4,030.00	$260.00	$16,120.00	$120.00	$7,440.00
16	Ditch Inlet	1	EA	$785.00	$785.00	$2,100.00	$2,100.00	$3,800.00	$3,800.00	$5,000.00	$5,000.00	$2,350.00	$2,350.00	$1,500.00	$1,500.00	$4,575.00	$4,575.00	$1,200.00	$1,200.00
17	Asphalt Drainage Berm	156	LF	$5.00	$780.00	$16.00	$2,496.00	$15.00	$2,340.00	$9.00	$1,404.00	$9.20	$1,435.20	$9.00	$1,404.00		$0.00	$20.00	$3,120.00
					$111,162.60		$138,174.70	Total	$150,144.23		$157,926.00		$168,734.80		$157,697.50		$194,406.00		$246,773.00

1.2 SW & NW Walnut (Upland to Viewmont)

Bid Tabulation

Bid Date: 5/13/2020

SECTION 1 - SITE WORK				K&E Paving Inc.		Knife River		Engineer's Estimate		S2 Contractors		Baker Rock		Pacific Excavation, Inc.		Brix Paving Northwest Inc.		Eagle-Elsner Inc.	
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$8,800.00	$8,800.00	$8,590.00	$8,590.00	$9,910.02	$9,910.02	$6,000.00	$6,000.00	$10,000.00	$10,000.00	$13,500.00	$13,500.00	$4,000.00	$4,000.00	$32,000.00	$32,000.00
2	Temporary Work Zone Traffic Control, Complete	1	LS	$2,000.00	$2,000.00	$7,730.00	$7,730.00	$5,574.39	$5,574.39	$8,000.00	$8,000.00	$21,500.00	$21,500.00	$7,500.00	$7,500.00	$13,000.00	$13,000.00	$45,000.00	$45,000.00
3	Erosion Control, Complete	1	LS	$500.00	$500.00	$960.00	$960.00	$3,716.26	$3,716.26	$1,000.00	$1,000.00	$1,340.00	$1,340.00	$1,000.00	$1,000.00	$500.00	$500.00	$2,000.00	$2,000.00
SECTION 2 - STREET IMPROVEMENTS																			
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
4	Sawcut	1	LS	$850.00	$850.00	$300.00	$300.00	$650.00	$650.00	$1,200.00	$1,200.00	$750.00	$750.00	$1,500.00	$1,500.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
5	Pulverize or Remove and Dispose Existing Asphal	1	LS	$8,750.00	$8,750.00	$9,300.00	$9,300.00	$12,000.00	$12,000.00	$8,000.00	$8,000.00	$10,200.00	$10,200.00	$17,500.00	$17,500.00	$6,500.00	$6,500.00	$16,000.00	$16,000.00
6	Extra for 3"-0 Stabilization in Place	67	Ton	$50.00	$3,350.00	$46.00	$3,082.00	$35.00	$2,345.00	$88.00	$5,896.00	$108.00	$7,236.00	$50.00	$3,350.00	$90.00	$6,030.00	$77.00	$5,159.00
7	3/4"-0" Aggregate Base	695	Ton	$19.50	$13,552.50	$21.00	$14,595.00	$25.00	$17,375.00	$45.00	$31,275.00	$30.60	$21,267.00	$33.50	$23,282.50	$65.00	$45,175.00	$55.00	$38,225.00
8	Grading and Compacting	1	LS	$6,450.00	$6,450.00	$6,800.00	$6,800.00	$10,200.00	$10,200.00	$5,000.00	$5,000.00	$5,500.00	$5,500.00	$14,500.00	$14,500.00	$9,100.00	$9,100.00	$9,000.00	$9,000.00
9	Level 2, 1/2" Dense ACP Mixture - Street	594	Ton	$71.85	$42,678.90	$78.95	$46,896.30	$95.00	$56,430.00	$85.00	$50,490.00	$72.70	$43,183.80	$78.50	$46,629.00	$102.00	$60,588.00	$100.00	$59,400.00
27	Level 2, 1/2" Dense ACP Mixture - Swale	3	Ton	$105.00	$315.00	$142.00	$426.00	$250.00	$750.00	$85.00	$255.00	$208.00	$624.00	$280.00	$840.00	$475.00	$1,425.00	$250.00	$750.00
28	Level 2, 1/2" Dense ACP Mixture - Driveways	26	Ton	$105.00	$2,730.00	$195.00	$5,070.00	$130.00	$3,380.00	$150.00	$3,900.00	$317.00	$8,242.00	$135.00	$3,510.00	$170.00	$4,420.00	$250.00	$6,500.00
10	Asphalt Drainage Berm	85	LF	$5.00	$425.00	$22.00	$1,870.00	$15.00	$1,275.00	$9.00	$765.00	$11.00	$935.00	$9.00	$765.00	$13.00	$1,105.00	$20.00	$1,700.00
11	Minor Adjustment of Manholes	5	EA	$185.00	$925.00	$310.00	$1,550.00	$500.00	$2,500.00	$300.00	$1,500.00	$325.00	$1,625.00	$1,000.00	$5,000.00	$250.00	$1,250.00	$400.00	$2,000.00
12	Minor Adjustment of Water Valve	9	EA	$60.00	$540.00	$145.00	$1,305.00	$350.00	$3,150.00	$100.00	$900.00	$110.00	$990.00	$250.00	$2,250.00	$175.00	$1,575.00	$180.00	$1,620.00
13	G-2 Inlet	1	EA	$850.00	$850.00	$2,100.00	$2,100.00	$3,500.00	$3,500.00	$5,000.00	$5,000.00	$2,350.00	$2,350.00	$1,750.00	$1,750.00	$7,600.00	$7,600.00	$1,800.00	$1,800.00
14	12" Di Storm Pipe (CL 52)	110	LF	$78.50	$8,635.00	$114.00	$12,540.00	$90.00	$9,900.00	$180.00	$19,800.00	$85.80	$9,438.00	$70.00	$7,700.00	$260.00	$28,600.00	$120.00	$13,200.00
15	3" Rock for Drainage Ditches in Place	10	Ton	$86.00	$860.00	$78.00	$780.00	$50.00	$500.00	$250.00	$2,500.00	$130.00	$1,300.00	$150.00	$1,500.00	$104.00	$1,040.00	$200.00	$2,000.00
					$102,211.40		$123,894.30	Total	$143,155.66		$151,481.00		$146,480.80		$152,076.50		$192,908.00		$237,354.00

1.3 SW 5th Street (Post Office & School Approaches)

Bid Tabulation

Bid Date: 5/13/2020

SECTION 1 - SITE WORK				K&E Paving Inc		Engineer's Estimate		Knife River		S-2 Constractors Inc		Baker Rock		Pacific Excavation Inc		Brix Paving Northwest Inc		Eagle-Elmer Inc	
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$6,500.00	$6,500.00	$3,069.60	$3,069.60	$3,560.00	$3,560.00	$3,000.00	$3,000.00	$6,800.00	$6,800.00	$14,434.00	$14,434.00	$2,775.00	$2,775.00	$4,000.00	$4,000.00
2	Temporary Work Zone Traffic Control, Complete	1	LS	$3,100.00	$3,100.00	$1,726.65	$1,726.65	$3,400.00	$3,400.00	$3,000.00	$3,000.00	$6,800.00	$6,800.00	$7,000.00	$7,000.00	$2,600.00	$2,600.00	$13,500.00	$13,500.00
3	Erosion Control, Complete	1	LS	$500.00	$500.00	$1,151.10	$1,151.10	$800.00	$800.00	$700.00	$700.00	$365.00	$365.00	$1,000.00	$1,000.00	$500.00	$500.00	$1,500.00	$1,500.00
SECTION 2 - STREET IMPROVEMENTS																			
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
4	Sawcut	$1.00	LS	$500.00	$500.00	$500.00	$500.00	$370.00	$370.00	$500.00	$500.00	$100.00	$100.00	$100.00	$100.00	$775.00	$775.00	$700.00	$700.00
5	Pulverize or Remove and Dispose Existing Asphal	$1.00	LS	$4,498.00	$4,498.00	$4,200.00	$4,200.00	$3,470.00	$3,470.00	$4,000.00	$4,000.00	$5,700.00	$5,700.00	$5,000.00	$5,000.00	$2,000.00	$2,000.00	$5,750.00	$5,750.00
6	Extra for 3"-0 Stabilization in Place	$118.00	Ton	$45.50	$5,369.00	$35.00	$4,130.00	$42.00	$4,956.00	$88.00	$10,384.00	$65.90	$7,776.20	$45.00	$5,310.00	$90.00	$10,620.00	$77.00	$9,086.00
7	3/4"-0" Aggregate Base	$196.00	Ton	$19.50	$3,822.00	$25.00	$4,900.00	$21.00	$4,116.00	$45.00	$8,820.00	$30.60	$5,997.60	$33.50	$6,566.00	$65.00	$12,740.00	$55.00	$10,780.00
8	Grading and Compaction	$1.00	LS	$4,200.00	$4,200.00	$3,000.00	$3,000.00	$2,400.00	$2,400.00	$2,000.00	$2,000.00	$2,400.00	$2,400.00	$3,500.00	$3,500.00	$2,600.00	$2,600.00	$3,500.00	$3,500.00
9	Level 2, 1/2" Dense ACP Mixture - Street	$212.00	Ton	$75.00	$15,900.00	$95.00	$20,140.00	$98.00	$20,776.00	$85.00	$18,020.00	$77.00	$16,324.00	$88.00	$18,656.00	$124.00	$26,288.00	$105.00	$22,260.00
10	Minor Adjustment of Manholes	$3.00	EA	$185.00	$555.00	$500.00	$1,500.00	$350.00	$1,050.00	$300.00	$900.00	$325.00	$975.00	$1,000.00	$3,000.00	$250.00	$750.00	$400.00	$1,200.00
					$44,944.00	Total	$44,317.35		$44,898.00		$51,324.00		$53,237.80		$64,566.00		$61,648.00		$72,276.00

CITY of DUNDEE Oregon

To: Dundee City Council

From: Greg Reid, City Engineer

Date: 6/11/2019

Re: 2020 Slurry Seal Project
Recommendation to Award

RECOMMENDATION OF AWARD

The City recently received bids for the 2020 Slurry Project that includes street cleaning/preparation and placement of Type II Slurry Seal on a number of City Streets. See the attached site plan and list of streets.

Three bids were received for the work with Paving Northwest, Inc. being the low bidder at a cost of $37,939.25 for 17,805 SY of street preparation and slurry seal application. See the attached bid tabulation

This cost is well within the City's budget for project.

Recommendation: **City Staff recommends award of the project to Paving Northwest, Inc. for the contract price of $37,939.25.**

Phone 503.538.3922 * Fax 503.538.1958
620 SW Fifth Street * PO Box 220 * Dundee, Oregon 97115
E-mail: DundeeCity3@comcast.net

City of Dundee 2020 Slurry Seal Project

Street Name	From	To	Length	Width	Sq. Ft.	Additional Sq. Ft.	Sq. Yds.
Parks Drive	Cedar St.	Maple St.	1275	22	28,050		3,117
Parks Drive	Edwards Dr.	Fulquartz	500	19	9,500		1,056
Ash Court	Parks Dr.	N-end	235	33	7,755	2,463	1,135
9th Street	Edwards Dr.	Locust St.	950	17	16,150		1,794
Locust Street	SW 11th St (End)	9th St.	662	20	13,240		1,471
Edwards Road	Parks Dr.	10th St.	327	19	6,213		690
Elm Street	7th St.	Edwards Dr.	416	35	14,560		1,618
7th Street	Edwards Dr.	Locust St.	530	17	9,010		1,001
11th Street	James Ct.	Alder St.	440	33	14,520		1,613
Birch Street	3rd St.	1st St.	630	33	20,790		2,310
Namitz Court	3rd St.	N-end	415	33	13,695	4,301	2,000
						Total Sq. Yds.	**17,805**

GENERAL NOTES:
1. AREAS SHOWN DO NOT DEPICT ACTUAL STREET WIDTH.
2. FIELD VERIFY SLURRY AREAS WITH CITY PRIOR TO SLURRY PLACEMENT.

CITY of DUNDEE
Oregon

CITY OF DUNDEE
620 SW 5th Street
P.O. Box 220
Dundee, OR 97115
Phone (503) 538-3922
Fax (503) 538-1938

REGISTERED PROFESSIONAL ENGINEER
80250PE
OREGON
GREGORY SCOTT REID
EXPIRES: 12/31/2020

CONSULTANT:

PROJECT NUMBER: 20002

2020 SLURRY SEAL PROJECTS

PUBLIC IMPROVEMENTS

DUNDEE, OR 97115

DRAWN BY: GSR
ISSUE DATE: APRIL 24, 2020
FILE NAME: Dundee 2020 Slurry Seal Projects.dwg
BID DOCUMENTS

SHEET:

SITE PLAN

1

City of Dundee

2020 Slurry Seal Project

Bid Tabulation

Date: 5/13/2020

SECTION 1 - SITE WORK				Paving Northwest, Inc.		Doolittle Construction		Intermountain Slurry Seal, Inc		Blackline, Inc.		VSS International, Inc.	
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$2,500.00	$2,500.00	$5,000.00	$5,000.00	$10,000.00	$10,000.00	$12,000.00	$12,000.00	$3,500.25	$3,500.25
2	Temporary Work Zone Traffic Control, Comple	1	LS	$2,500.00	$2,500.00	$3,500.00	$3,500.00	$6,170.50	$6,170.50	$11,215.56	$11,215.56	$10,000.00	$10,000.00
SECTION 2 - STREET IMPROVEMENTS													
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount		
3	Street Preparation and Application of Type II Asphalt Emulsion Slurry Seal	17,805	SY	$1.85	$32,939.25	$1.79	$31,870.95	$1.90	$33,829.50	$2.10	$37,390.50	$3.15	$56,085.75
	TOTAL				**$37,939.25**		**$40,370.95**		**$50,000.00**		**$60,606.06**		**$69,586.00**

CITY of DUNDEE Oregon

To: Rob Daykin
From: Sheryl Hartman
Date: 05/14/2020
Re: Copier Replacement

June 2015 we were struggling with an old copier that was out of date and failing. After a great deal of research, we made the decision to lease a Ricoh MPC 4501 copier from Ricoh under a US Communities agreement made available to local governments.

We have had excellent service from the MPC 4501 copier with excellent maintenance and support from Ricoh. Melissa told me recently, "I have actually never worked anyplace else where the copy machine has been so reliable, and service received so quickly when needed."

George Trano, Ricoh Account Manager, notified me recently our current lease and maintenance agreement will be expiring soon. We discussed options. Our current copier is now out of date and has begun to have a few maintenance issues so maintaining it is not an option. He recommended the Ricoh IM C 4500 which is an upgraded version of our current copier with a few new functions and slightly different look, but essentially the same model. The transition for staff should be almost seamless.

Leasing is the best option for the City of Dundee. It is a reasonable method of financing costly equipment with the option of updating as needed and provides for a stable annual cost. If at any time the copier has major issues, they will replace it. Maintenance is part of the agreement and all replacement parts, toner and staples are included. Training and user support are also included.

To offset a slightly higher monthly lease amount, they have lowed the maintenance rate. Maintenance is billed by the number and type of copies (color or black & white). I estimate the net annual increase to be $300 and within the proposed FY 2020-2021 budget.

I recommend approval of the Ricoh Lease for IM C 4500 copier and maintenance agreement.

RICOH
imagine. change.

RICOH USA, INC.
George Trano
Account Manager-Government/K12
9020 SW Washington Square RD Suite 120
Tigard, Oregon 97223
360 213 6105 cell

May 11th, 2020

Proposal
For
City of Dundee, Oregon

	60 Mo. FMV Lease	60 Mo. CPC
Current Ricoh MPC4501 Serial #V9514901241R1 Pick up and return	183.79	.0074B/W-.045CLR Includes all parts, labor, supplies and staples
Ricoh IMC4500 Color MFP		
Internal Finisher Stapler		
Hole Punch		
Paper Feed Unit (2 Trays 550 Sheets ea.)		
Fax		
PostScript3		
OCR		
Surge Protector		
Hard Drive Erase		
Training		

NASPO OR STATE Lease Language

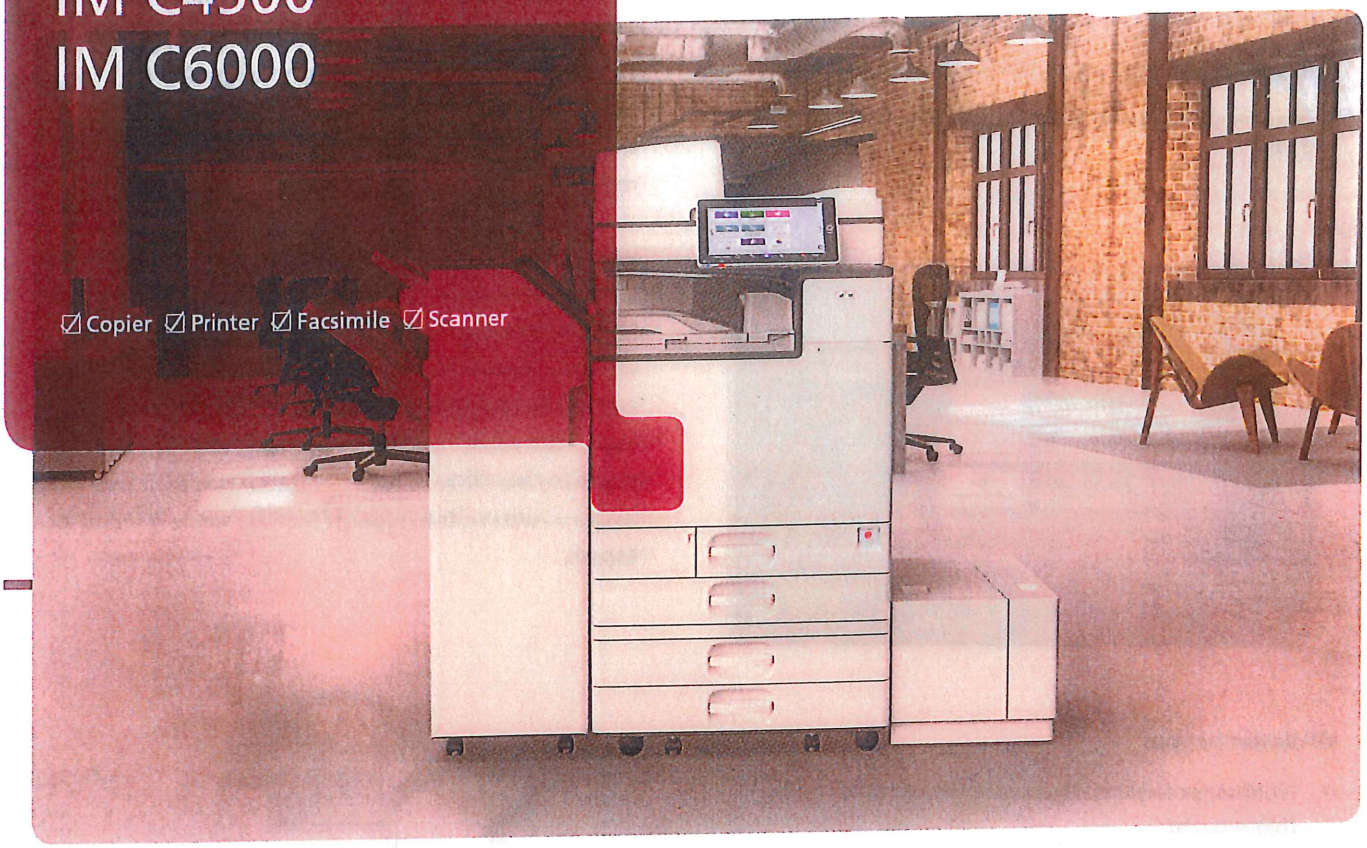
This lease is placed against the NASPO VP Master Agreement #3091. The terms and terms and conditions of the participating addendum entered into by the State of Oregon, #5566 apply to this lease and supersede all additional or conflicting terms and conditions expressed or implied.

Ricoh Address
PO Box 650073
Dallas, TX 75256-0073

RICOH
imagine. change.

RICOH IM C4500 IM C6000

☑ Copier ☑ Printer ☑ Facsimile ☑ Scanner



11" x 17" Multifunction Color

Work smarter and more effectively with the RICOH IM C4500/IM C6000 range of Intelligent Devices — technology that is designed to grow and adapt, just as your business does.

It's time to:

- Work smarter — using integrated workflow scan processes.
- Get personal — with easy access to the apps you use most often.
- Stay current — add new functions as needed.
- Save costs — by reducing energy and paper consumption.

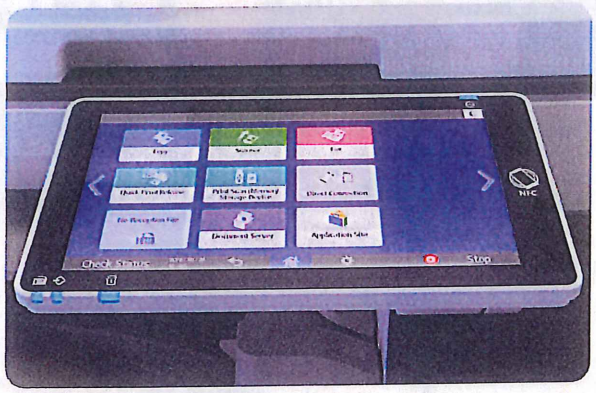
Have access to essential feature enhancements and upgrades, whenever you need them. Boost productivity by seamlessly integrating apps from our secure application site to optimize and streamline your workflow. Have confidence that your Intelligent Devices are ready to meet all your demands now and in the future — using technology that's scalable, secure, sustainable and simple.

BLI BUYERS LAB 2019 PICK
Ricoh IM C4500
Outstanding 45-ppm Color Copier MFP

2019 BLI BUYERS LAB OUTSTANDING ACHIEVEMENT
Ricoh
Outstanding Achievement in Innovation for Ricoh Intelligent Scanning

Get more from your intelligent device:

- Save time and streamline workflow — with the right finishing solution for the job.
- Scan smaller documents with the small size paper scan unit.
- Improved scan accuracy — double feed detection unit.
- Enhance print management — with the Color Controller E-25C.

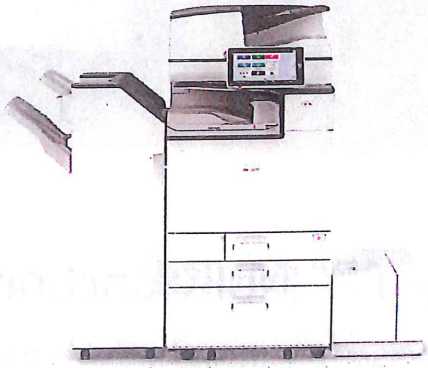


All devices let you:

- Produce professional flyers with the optional multi-folding unit.
- Reduce outsourcing costs — by producing printed materials in-house.
- Work efficiently and reduce user intervention — by expanding paper capacity.
- Stay productive — with RICOH Intelligent Support.

Take advantage of a variety of finishing and paper options to add a professional touch while meeting the printing demands of medium to large workgroups. Environmentally-friendly low TEC (Typical Electricity Consumption) values deliver reduced energy consumption and cut running costs. RICOH Intelligent Support tools ensure your device uptime is maximized while self-help tools enable your teams to make simple fixes such as changing supplies — without involving expensive IT-resources.

With print speeds from 45 to 60 CPM, the RICOH IM C4500/ IM C6000 Intelligent Devices are here to add value to your business. The easy-to-use 10.1" Smart Operation Panel with touch screen controls has a new look with large icons. Settings can be configured to suit each individual user's needs. With easier mobile connectivity, users can print or scan to the office network or cloud from their smart device — with built-in support for NFC, Apple AirPrint® or Mopria.



RICOH IM C4500/IM C6000

MAIN SPECIFICATIONS

	IM C4500	IM C6000
GENERAL		
Warm-up time	21 seconds	
First output speed: B/W	3.6 seconds	2.9 seconds
First output speed: full color	5.4 seconds	4.2 seconds
Continuous output speed	45 ppm	60 ppm
Memory: standard	2 GB	
Memory: maximum	4 GB	
HDD: standard	320 GB	
HDD: maximum	320 GB	
SPDF capacity	220 sheets	
Weight	223.5 lbs / 101.4 kg	
Dimensions: W x D x H	23.1" x 27" x 37.9"	
Power source	120V - 127V 60Hz	
COPIER (STANDARD)		
Multiple copying	Up to 999 copies	
Resolution	600 dpi	
Zoom	From 25% to 400% in 1% steps	
PRINTER (STANDARD)		
CPU	Intel Apollo Lake 1.6GHz	
Printer language: standard	PCL5c, PCL6, PostScript 3 (emulation), PDF direct (emulation)	
Printer language: option	Genuine Adobe ®PostScript®3™, IPDS*, PDF Direct from Adobe® * Available December 2019.	
Print resolution	Up to 1,200 x 1,200 dpi	
Network interface: standard	Ethernet 10 base-T/100 base-TX/1000 base-T, USB Host I/F Type A, USB Device I/F Type B	
Network interface: option	Wireless LAN (IEEE 802.11a/b/g/n), Additional NIC (2nd port)	
Mobile printing capability	Apple AirPrint®, Mopria, Google Cloud Print, NFC, Ricoh Smart Device Connector	
Windows® environments	Windows® 7, Windows® 8.1, Windows® 10, Windows® Server 2008, Windows® Server 2008R2, Windows® Server 2012R2, Windows® Server 2016	
Mac OS environments	Macintosh OS X v10.11 or later	
UNIX environments	UNIX Sun® Solaris, HP-UX, SCO OpenServer, RedHat® Linux Enterprise, IBM® AIX	
SAP® environments	SAP® R/3®, S/4®	
Other supported environments	IBM iSeries AS/400 using OS/400 Host Print Transform	
SCANNER (STANDARD)		
Scanning speed	120 ipm (simplex) / 240 ipm (duplex)	
Resolution: maximum	Up to 1,200 dpi	
Compression method	TIFF (MH, MR, MMR, JBIG2), Grayscale	
File formats	Single Page: TIFF, JPEG, PDF, PDF/A, High Compression PDF, encryption PDF, OCR* Multi Page: TIFF, PDF (Default), PDF/A, High Compression PDF, encryption PDF, OCR* * Requires optional OCR Unit Type M13	
Scan modes	E-mail, Folder, USB, SD Card	
FACSIMILE (OPTIONAL)		
Circuit	PSTN, PBX	
Transmission speed	2 seconds (200 x 100 dpi, JBIG, ITUT #1 chart TTI off, memory transmission)	
Modem speed: maximum	33.6 Kbps	
Resolution: standard	8 x 3.85 line/mm, 200 x 100 dpi	
Resolution: option	16 x 15.4 line/mm, 400 x 400 dpi	
Compression method	MH, MR, MMR, JBIG	
Scanning speed	81 spm (A4/LT LEF Image Rotation)	
Memory: standard	4 MB (320 pages)	
Memory: maximum	60 MB (4,800 pages)	
PAPER HANDLING		
Recommended paper size	Tray 1: 8-1/2" x 11" (A4) Tray 2: 5-1/2" x 8" - 12" x 18" (SRA3, A3 - A6, B4 - B6), Envelopes Bypass tray: Up to 12" x 18", Envelopes, Custom Sizes [Width: 3.5" – 12.6" (90 – 320 mm), Length: 5.8" – 49.6" (148 – 1260 mm)]	
Paper input: standard	1,200 sheets	
Paper input: maximum	4,700 sheets	
Paper output: standard	500 sheets 8.5" x 11" (A4) or smaller; 250 sheets (B4) or larger	
Paper output: maximum	3,625 sheets	
Paper weight	Trays: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m²) Bypass: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²) Duplex: 14 - 68 lb. Bond/142 lb. Index (52 - 256 g/m²)	
Paper types	Plain, Recycled, Special, Colored, Letterhead, Cardstock, Pre-printed, Bond, Coated, Envelope, Label, OHP, Gloss	
ECOLOGY		
Power consumption: maximum	Less than 1,584 W	
Power consumption operation: B/W	619.7 W	822.5 W
Power consumption operation: full color	704.6 W	938.2 W
Power consumption: ready	54.3 W	
Power consumption: sleep	0.59 W	
TEC	1.8 kWh	2.7 kWh
ENERGY STAR®	Certified	
EPEAT®	Gold Rated* * EPEAT Gold rating is applicable only in the USA.	

RICOH IM C4500/IM C6000

MAIN SPECIFICATIONS

	IM C4500	IM C6000

OUTPUT TRAYS AND FINISHER OPTIONS

1 x 550-sheet Paper Tray (PB3270)	Paper size: 5.5" x 8.5" to 12" x 18" (A6 - A3), Paper weight: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m²)
2 x 550-sheet Paper Tray (PB3280)	Paper size: 5.5" x 8.5" to 12" x 18" (A6 - A3), Paper weight: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m²)
2,000-sheet Large Capacity Tray (PB3290)	Paper size: 8.5" x 11" (A4), Paper weight: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m²)
1,500-sheet Side Large Capacity Tray (LCIT RT3040)	Paper size: 8.5" x 11" (A4, B5), Paper weight: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m²)
1,000-sheet Hybrid Finisher (SR3260)	Paper size: Proof Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Shift Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²); Staple capacity: 50 sheets; Staple paper size: 8.5" x 11" to 12" x 18" (A4 - A3); Staple paper weight: 14 - 28 lb. Bond (52 - 105 g/m²); Staple positions: Top, Bottom, 2 Staples
3,000-sheet Finisher (SR3280)	Paper size: Proof Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Shift Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Paper weight: 14 - 80 lb. Bond (52 - 300 g/m²); Stack capacity: 3,000 sheets; Staple capacity: 50 sheets; Staple paper size: 8.5" x 11" to 11" x 17" (A4 - A3); Staple paper weight: 14 - 28 lb. Bond (52 - 105 g/m²); Staple positions: Top, Bottom, 2 staples, Top Slant
1,000-sheet Booklet Finisher (SR3270)	Paper size: Proof Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Shift Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Booklet Tray: 8.5" x 11" to 12" x18" (A4 - A3); Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²); Stack capacity: 1,000 sheets; Staple capacity: 50 sheets; Staple paper size: Normal Staple: 8.5" x11" to 12x18" (A4 - A3); Saddle Stitch: 8.5" x 11" to 12" x 18" (A4 - A3); Staple paper weight: 14 - 28 lb. Bond (52 - 105 g/m²); Staple positions: Top, Bottom, 2 staples, Booklet
2,000-sheet Booklet Finisher (SR3290)	Paper size: Proof Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Shift Tray: 5.5" x 8.5" to 12" x 18" (A6 - A3); Booklet Tray: 8.5" x 11" to 12" x 18" (A4 - A3); Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²); Stack capacity: 2,000 sheets; Staple capacity: 50 sheets; Staple paper size: Normal Staple: 8.5" x 11" to 11 x 17" (A4 - A3); Saddle Stitch: 8.5" x 11" to 12" x 18" (A4 - A3); Staple paper weight: 14 - 28 lb. Bond (52 - 105 g/m²); Staple positions: Top, Bottom, 2 staples, Top Slant, Booklet
500-sheet Internal Finisher (SR3250)*	Paper size: 5.5" x 8.5" to 12" x 18" (A6 - A3); Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²); Stack capacity: 500 sheets; Staple capacity: 50 sheets; Staple paper size: 7.25" x 10.5" to 11" x 17" (B5 - A3); Staple paper weight: 14 - 28 lb. Bond (52 - 105 g/m²); Staple positions: Top, Bottom, 2 staples
* IM C4500 only	
Internal Shift Tray (SH3080)	Tray capacity: 250 sheets with 80g/m² paper (A4, LT or smaller); 125 sheets with 80g/m² paper (B4, LG or larger); Paper size: 12.60" x 23.62" or smaller, 12.60" x 49.61" by using SP mode; Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²)
One-bin Tray (BN3130)	Tray capacity: 125 sheets, Paper size: 5.5" x 8.5" to 12" x 18" (A5 - A3), Paper weight: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m²)
Internal Multi-fold Unit (FD3010)	When External Finisher is attached: A3 - A6 SEF, DLT - HLT, 12.6" x 17.7", 12" x 18" Z folding: A3, B4, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) Half-folding: A3, B4, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio), 12" × 18", 12.6" × 17.7" (SRA3) Inner three-folding: A3, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) When External Finisher is not attached: A3 - A6 SEF, DLT - HLT Z folding: A3, B4, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) Half-folding: A3, B4, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) Inner three-folding: A3, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) Outer three-folding: A3, A4, DLT, LG, LT, 8.5" × 13.4" (Oficio) Paper Weights for Folding: 20 - 28 lb. Bond/58 lb. Index (64 - 105 g/m²) Stack Capacity: Folded: 20 sheets Unfolded: 100 sheets

OTHER OPTIONS

Fax Option Type M37, G3 Interface Unit Type M37, Memory Unit Type M37 4GB, VM CARD Type M37, Punch Unit PU3070, Punch Unit PU3080, Punch Unit PU3090, Device Server Option Type M37, IPDS Unit Type M37*, PostScript3 Unit Type M37, Color Controller E-25C, IEEE 802.11a/g/n Interface Unit Type M19, File Format Converter Type M19, OCR Unit Type M13, Small Paper Feeding Unit Type M37, Page Keeper Type M37, Imageable Area Extension Unit Type M19, External Keyboard Bracket Type M19, Optional Counter Interface Unit Type M12, Key Counter Bracket Type M3, NFC Card Reader Type M37, Smart Card Reader Built-in Unit Type M37, Caster Table Type M3, Banner Paper Guide Tray Type M19, Cabinet Type F, ESP XG-PCS-15D, External USB Keyboard (No Bracket), EFI Impose Type FS150, EFI Compose Type FS150, Hot Folders Type FS-100, Spot On Type FS100, Auto Trap Type FS-100, Fiery CPS v4, Fiery ES-2000 Spectrophotometer, EFI Productivity Pack for Fiery E22b E22c, Bridge Unit BU3090

* Available December 2019.

CONSUMABLES

Toner: black	33,000 prints
Toner: cyan/magenta/yellow	22,500 prints

Consumable yield measuring method based on A4, 5% coverage

Some options may not be available at the time of market release.

Specifications are subject to change without notice.

For maximum performance and yield, we recommend using genuine Ricoh parts and supplies.

Some features may require additional options and/or charges.

Ricoh USA, Inc.

70 Valley Stream Parkway
Malvern, PA 19355

1-800-63-RICOH

www.ricoh-usa.com

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