



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MAY 19, 2025, AT 7:00 PM
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM
[HTTPS://ZOOM.US/J/97628465998?PWD=KSUUHPL9CSDYG7M8HDXUMGHWN1XSTZ.1](https://zoom.us/j/97628465998?pwd=KSUUHPL9CSDYG7M8HDXUMGHWN1XSTZ.1)

MEETING ID: 976 2846 5998
PASSCODE: 130283

FIND YOUR LOCAL NUMBER: [HTTPS://ZOOM.US/U/ACKGAF30LX](https://zoom.us/j/97628465998?pwd=KSUUHPL9CSDYG7M8HDXUMGHWN1XSTZ.1)

TENTATIVE AGENDA

1. Call to Order:

2. Perfecting and Approval of Agenda:

The City Council may act on any item listed on the agenda.

3. Consent Agenda:

All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.

A. Minutes: Regular City Council Meeting, May 5, 2025

4. Meeting Minutes and Communications:

A. Finance Committee Minutes: May 5, 2025.

B. Public Works & Grounds Committee Minutes: May 5, 2025.

C. Public Safety Committee Minutes: May 5, 2025.

D. Planning Committee Minutes: May 5, 2025.

E. Police Monthly Report: April 2025

F. Grinnell Elks Lodge #1266, Flag Day Service.

G. Parks and Recreation Minutes: May 12, 2025

5. Service Award:

Presented to Sergeant Chris Wray.

6. Public Hearings:

A. Proposed sale of city-owned property, located at 313 East Street, in the city of Grinnell, Iowa.

7. Committee Business:

A. Report from the Finance Committee

1. Discuss possible land acquisition.
2. Update from Poweshiek Economic Development Collaborative Director, Dan Nieland.

B. Report from the Public Works and Grounds Committee

1. Consider approval of a resolution awarding a contract for the Bliss Street and 8th Avenue Improvements Project to Manatt's, Inc. in the amount of \$448,680.28. (See Resolution No. 2025-73)
2. Consider approval of a resolution awarding a contract for the Broad Street Inlay Project to Con-Struct, Inc. in the amount of \$445,940.00. (See Resolution No. 2025-74)
3. Consider approval of a resolution for a professional services agreement with Veenstra & Kimm for the Lead Service Line Replacement Project. (See Resolution No. 2025-75)
4. Consider approval of a resolution for Change Order No. 1, in the amount of \$50,193.47 with WRH, Inc. for the Water Treatment Plant Project. (See Resolution No. 2025-76)
5. Consider approval of a request from Grinnell College to hold a public event at the Central Park Amphitheater on September 4, 2025, with set up beginning at 2:00 p.m. and tear down ending at 11:00 p.m.
6. Review a request for proposals for the Arbor Lake and Lake Nyanza Restoration Project and authorize staff to solicit proposals.

C. Report from the Public Safety Committee

D. Report from the Planning Committee

1. Consider approval of a resolution approving the sale of certain real property located at 313 East Street. (See Resolution No. 2025-77)

8. Ordinances: Second Reading

- A. Ordinance No. 1562 - Sewer Rates.
- B. Ordinance No. 1563 - Amending Chapter 37.

9. Inquiries: Public Comment

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not

posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

10. Adjourn:



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MAY 5, 2025, AT 7:00 PM
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY
HALL AND VIA ZOOM

MINUTES

Mayor Agnew called the meeting to order at 7:00 p.m. with all council members present.

White made the motion, seconded by Hueftle-Worley, to approve the agenda as presented. AYES: 5-0. Motion carried.

Hueftle-Worley made the motion, seconded by White, to approve the consent agenda as follows:

- A. Minutes: Regular City Council Meeting, April 21, 2025.
- B. Liquor Licenses:
 - 1. Kum & Go #22, 715 Lang Creek Ave.
 - 2. Kum & Go #222, 1002 West St.
 - 3. Prairie Canary, 924 Main St.
 - 4. B.P.O Elks #1266, 720 3rd Avenue.
- C. Consider approval of keeping Shelby Miller as a part-time employee at the rate of \$29.73 per hour.
- D. Approve city claims and payroll claims from April 8, 2025, through and including May 5, 2025, in the amount of \$2,825,917.62.
- E. Review Campbell Fund requests.
- F. Approve the internal hire of Kimberly (Robin) Ralls as Library Assistant, at a rate of \$27.53, effective May 12, 2025.

AYES: 5-0. Motion carried.

White made the motion, seconded by Hueftle-Worley, to swear in Shane Hart for the Fourth Ward Council vacancy. AYES: 5-0. Motion carried.

The Mayor and Council acknowledged the receipt of the following meeting minutes and communications:

- A. Finance Committee Minutes: April 21, 2025.
- B. Public Works & Grounds Committee Minutes: April 21, 2025.
- C. Public Safety Committee Minutes: April 21, 2025.
- D. Planning Committee Minutes: April 21, 2025.
- E. Library Board Minutes: March 26, 2025.

The Council discussed the draft of the proposed Local Option Sales Tax Resolution.

Wray made the motion, seconded by White, to approve Resolution No. 2025-60. A resolution approving a Grant Agreement between the Iowa Economic Development Authority and the city of Grinnell for the Community Attractions and Tourism (CAT) Grant. AYES: 6-0. Motion carried.

Wray made the motion, seconded by Davis, to approve Resolution No. 2025-61. A recreational lease agreement for the Bear Recreation and Athletic Center at Grinnell College. AYES: 6-0. Motion carried.

Wray made the motion, seconded by White, to approve Resolution No. 2025-62. A resolution for monthly internal transfer of funds. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-63. A resolution approving a Professional Service Agreement Change Order No. 1 with Veenstra & Kimm, Inc. for the Highway 146 Improvements Project in the amount of \$31,200.00. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-64. A resolution approving an amended project proposal with HomeRevisions LLC., for the repairs and updates of the Bailey Park Shelter House. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-65. A resolution authorizing contractor's Pay Request No. 9 in the amount of \$161,190.30 to Cahoy Pump Service, Inc. for the Jordan Well No. 10 Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-66. A resolution authorizing payment of contractor's Pay Request No. 3 in the amount of \$37,520.25 to Caldwell Tanks, Inc. for the South Water Tower Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-67. A resolution authorizing payment of contractor's final pay request in the amount of \$79,715.88 to Jasper Construction Services, of Newton, IA for the Central Business District 2024 Maintenance Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-68. A resolution authorizing payment of contractor's Pay Request No. 16 in the amount of \$54,515.94 to Manatt's Inc. of Newton, IA for the North Streets Inlay Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve the first reading of Ordinance No. 1562. An ordinance amending the Code of Ordinances of the city of Grinnell, Iowa, by amending provisions pertaining to sewer user charges. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-69. A resolution authorizing payment of contractor's Pay Request No. 2 in the amount of \$236,550.00 to WRH, Inc., for the Water Plant Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve Resolution No. 2025-70. A resolution authorizing payment of contractors Pay Request No. 15 in the amount of \$785.65 to All Star Concrete of Johnston, Iowa for the 4th Avenue Reconstruction Project from Prince Street to Pearl Street. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, seconded by Bly, to approve the green paint option for the South Water Tower and authorize staff to move forward with the preferred option. AYES: 6-0. Motion carried.

The Council reviewed the pavement management report prepared by McClure Engineering. No action was taken.

White made the motion, seconded by Hueftle-Worley, to approve a request to close High Street for the 2025 Annual Block Party, sponsored by Grinnell College students, to be held May 16, 2025, from 10:00 a.m. to 5:00 p.m. AYES: 6-0. Motion carried.

White made the motion, seconded by Davis, to approve the first reading of Ordinance No. 1563. An ordinance amending the code of ordinances for the city of Grinnell, Iowa, in an effort to clarify the Fire Department's authority to provide emergency medical services and assess fees. AYES: 6-0. Motion carried.

Bly made the motion, seconded by Wray, to approve Resolution No. 2025-71. A resolution establishing a date for a public hearing on the proposed sale of city-owned property located at 313 East Street in the city of Grinnell, Iowa. AYES: 6-0. Motion carried.

Bly made the motion, seconded by Wray, to approve a request from Grinnell Mixed Use for the temporary closure of the sidewalk and adjoining on-street parking spaces that are located on the east side of Main Street between 5th and 6th Avenues. AYES: 6-0. Motion carried.

The Council reviewed plans from Grinnell Mixed Use - Merge Project. No action was taken.

Bly made the motion, seconded by Wray, to approve Resolution No. 2025-72. A resolution approving the execution of a consent to Assignment and Assumption of Agreement for Private Development from Grinnell Mixed Use, LLC. to Grinnell Investments LLC. AYES: 6-0. Motion carried.

There were no inquiries.

The meeting was adjourned at 7:19 P.M.



DAN F. AGNEW, MAYOR

ATTEST:



ALYSSA DEVIG, CITY CLERK



**GRINNELL FINANCE COMMITTEE MEETING
MONDAY, MAY 5, 2025, AT 8:00 A.M.
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR
OF CITY HALL AND VIA ZOOM**

<https://zoom.us/j/92360921680?pwd=lu7uoLQJLcsTrl1aIXZP4C6zYqllIT.1>

MINUTES

ROLL CALL: Wray (Chair), White, Davis. Also present were Mayor Agnew, Adrienne Hardin, Russ Behrens, Alyssa Devig.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. The committee discussed the draft of the proposed Local Option Sales Tax Resolution. No action was taken
2. White made the motion, seconded by Davis to approve Resolution No, 2025-60. A resolution approving a Grant Agreement between the Iowa Economic Development Authority and the city of Grinnell for the Community Attractions and Tourism (CAT) Grant. AYES: 3-0. Motion carried.
3. Davis made the motion, seconded by White to approve Resolution No, 2025-61. A recreational lease agreement for the Bear Recreation and Athletic Center at Grinnell College. AYES: 3-0. Motion carried.
4. White made the motion, seconded by Davis to approve Resolution No. 2025-62. A resolution for monthly internal transfer of funds. AYES: 3-0. Motion carried.

There were no inquiries.

The meeting was adjourned at 8:07 a.m.

JO WRAY, CHAIR

ATTEST:

ALYSSA DEVIG, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PUBLIC WORKS & GROUNDS COMMITTEE MEETING
MONDAY, MAY 5, 2025, AT 4:45 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM**

<https://zoom.us/j/95372507740?pwd=YJcZ21zIYW5QEIv4MBa2JeKgZ85bG2.1>

MINUTES

ROLL CALL: Hueftle-Worley (Chair), Bly. Also present were Mayor Agnew, Greg Roth, Jo Wray, Jim White, Russ Behrens and Alyssa Devig.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-63. A resolution approving a Professional Service Agreement Change Order No. 1 with Veenstra & Kimm, Inc. for the Highway 146 Improvements Project in the amount of \$31,200.00. AYES: 2-0. Motion carried.
2. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-64. A resolution approving an amended project proposal with HomeRevisions LLC., for the repairs and updates of the Bailey Park Shelter House. AYES: 2-0. Motion carried.
3. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-65. A resolution authorizing contractor's Pay Request No. 9 in the amount of \$161,190.30 to Cahoy Pump Service, Inc. for the Jordan Well No. 10 Project. AYES: 2-0. Motion carried.
4. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-66. A resolution authorizing payment of contractor's Pay Request No. 3 in the amount of \$37,520.25 to Caldwell Tanks, Inc. for the South Water Tower Project. AYES: 2-0. Motion carried.
5. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-67. A resolution authorizing payment of contractor's final pay request in the amount of \$79,715.88 to Jasper Construction Services, of Newton, IA for the Central Business District 2024 Maintenance Project. AYES: 2-0. Motion carried.
6. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-68. A resolution authorizing payment of contractor's Pay Request No. 16 in the amount of \$54,515.94 to Manatt's Inc. of Newton, IA for the North Streets Inlay Project. AYES: 2-0. Motion carried.
7. Bly made the motion, seconded by Hueftle-Worley to approve the first reading of Ordinance No. 1562. An ordinance amending the Code of Ordinances of the city of Grinnell, Iowa, by amending provisions pertaining to sewer user charges. AYES: 2-0. Motion carried.
8. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-69. A resolution authorizing payment of contractor's Pay

Request No. 2 in the amount of \$236,550.00 to WRH, Inc., for the Water Plant Project. AYES: 2-0. Motion carried.

9. Bly made the motion, seconded by Hueftle-Worley to approve Resolution No. 2025-70. A resolution authorizing payment of contractors Pay Request No. 15 in the amount of \$785.65 to All Star Concrete of Johnston, Iowa for the 4th Avenue Reconstruction Project from Prince Street to Pearl Street. AYES: 2-0. Motion carried.
10. Bly made the motion, seconded by Hueftle-Worley to approve and direct staff to move forward with the painting of the new water tower with the green base and city logo. AYES: 2-0. Motion carried.
11. The committee reviewed the Pavement Management Report provided by McClure.

There were no inquiries.

The meeting was adjourned at 4:52 P.M.

BYRON HUEFTLE-WORLEY, CHAIR

ATTEST:

ALYSSA DEVIG, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, MAY 5, 2025, AT 5:30 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM**

<https://zoom.us/j/96695588227?pwd=7m9022FSVT7gi8EYQjm1B2b1uH9GaM.1>

MINUTES

ROLL CALL: White (Chair), Hueftle-Worley. Absent : Davis. Also present were Dan Agnew, Dan Johnson, Patrick Duffey, Jo Wray, Rachal Bly, Russ Behrens, and Alyssa Devig.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hueftle-Worley made the motion, seconded by White to approve a request to close High Street for the 2025 Annual Block Party, sponsored by Grinnell College students, to be held May 16, 2025, from 10:00 a.m. to 5:00 p.m. AYES: 2-0. Motion carried.
2. Hueftle-Worley made the motion, seconded by White to approve the first reading of Ordinance No. 1563. An ordinance, amending the code of ordinances for the city of Grinnell, Iowa, in an effort to clarify the Fire Department's authority to provide emergency medical services and assess fees. AYES: 2-0. Motion carried.

There were no inquiries.

The meeting was adjourned at 5:33 P.M.

JIM WHITE, CHAIR

ATTEST:

ALYSSA DEVIG, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MAY 5, 2025, AT 6:15 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY
HALL AND VIA ZOOM**

<https://zoom.us/j/95450856315?pwd=X4e7xklbenghXbQtNastt5dNZ3aqoc.1>

MINUTES

ROLL CALL: Bly (Chair), Wray. Also present were Mayor Agnew, Jim White, Rick Maas, and Alyssa Devig.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Wray made the motion, seconded by Bly to approve Resolution No. 2025-71. A resolution establishing a date for a public hearing on the proposed sale of city-owned property located at 313 East Street in the city of Grinnell, Iowa. AYES: 2-0. Motion carried.
2. Wray made the motion, seconded by Bly to approve a request from Grinnell Mixed Use for the closure of the sidewalk and adjoining on-street parking spaces that are located on the east side of Main Street between 5th and 6th Avenues. AYES: 2-0. Motion carried.
3. The committee reviewed plans from Grinnell Mixed Use - Merge Project.
4. Wray made the motion, seconded by Bly to approve Resolution No. 2025-72. A resolution approving the execution of a consent to Assignment and Assumption of Agreement for Private Development from Grinnell Mixed Use, LLC. to Grinnell Investments LLC. AYES: 2-0. Motion carried.

There were no inquiries

The meeting was adjourned at 6:29 P.M.

RACHEL BLY, CHAIR

ATTEST:

ALYSSA DEVIG, CITY CLERK/FINANCE DIRECTOR



City of Grinnell
...Jewel of the Prairie

Michael A. McClelland
Chief of Police
Police Department
1020 Spring Street
Grinnell, IA 50112

Phone: 641-236-2670
FAX: 641-236-2652
ORI#IA0790100

TO: Honorable Dan Agnew
Honorable City Council Persons
Mr. Russ Behrens, City Manager
Mrs. Alyssa Devig, City Clerk

DATE: 7 May 2025

SUBJECT: MONTHLY REPORT FOR APRIL 2025

MONTHLY STATS	CURRENT MO.	LAST MO.	PREVIOUS YEAR
	APR 2025	MAR 2025	APR 2024
ARRESTS	26	25	31
CITATIONS	29	47	22
WARNINGS	62	68	40
PD Collisions	9	12	12
PI Collisions	2	0	0
HIT & RUN	2	4	3
Parking Citations	88	75	63
Calls for Service	743	781	703

BIAS-BASED POLICING REPORT (APR 2025)

	ETHNICITY	GENDER (M/F)	RACE
ARRESTS	1 (Hispanic or Latino) 25 (Not Hispanic or Latino)	17/9	1 (American Indian or Alaska Native) 1 (Asian) 0 (Black) 24 (White)
CITATIONS	1 (Hispanic or Latino) 28 (Not Hispanic or Latino)	14/15	25 (White) 1 (Asian) 3 (Black) 0 (American Indian or Alaska Native)
WARNINGS	1 (Hispanic or Latino) 61 (Not Hispanic or Latino)	35/27	60 (White) 0 (Asian) 2 (Black) 0 (American Indian or Alaska Native)



City of Grinnell
...Jewel of the Prairie

Michael A. McClelland
Chief of Police
Police Department
1020 Spring Street
Grinnell, IA 50112

Phone: 641-236-2670
FAX: 641-236-2652
ORI#IA0790100

MENTAL HEALTH CRISIS CFS FOR APR 2025

Mental Health Crisis Calls for Service (CFS) - Total	128
Poweshiek County Sheriff's Office- CFS Referred	3
Grinnell Fire Department – CFS Referred	4
Grinnell Police Department- CFS Referred	89
% Referred for additional resources/ assistance	70%

Respectfully submitted,

Michael A. McClelland, Chief of Police



GRINNELL LODGE #1266
Benevolent and Protective Order of Elks
720 3rd Avenue
Grinnell, Iowa 50112

May 12, 2025

Dan Agnew
Mayor, City of Grinnell

Mayor Agnew,

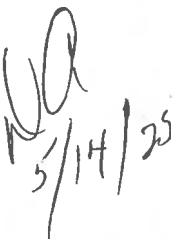
As you know the 14th of June is Flag Day. With that said, per Statute 2.030 of the Benevolent and Protective Order of Elks on June 14 of each year each Elks Lodge shall hold a service to honor our country's Flag. Again this year Grinnell Elks Lodge #1266 will honor said statute. It is appropriate that such service should be held by the Order of Elks because since 1908 the Order of Elks has assembled and observed this day.

Grinnell Elks Lodge #1266 officers extend to you an invitation to come to our Flag Day service. This year the service will be at 5:00 PM on Saturday June 14th at the lodge on 3rd Avenue and Main Street. At the conclusion of the Elks service the local scout troop will take worn and tattered flags and dispose of them in the proper manner.

Along with the invitation to you, the lodge officers would appreciate if you would extend the invitation to the City Council members and City Manager.

Thank you in advance for helping observe Flag Day properly.


Verne Jarvela, PSP
Secretary
Grinnell Elks #1266


WA
5/14/25



GRINNELL PARKS AND RECREATION BOARD REGULAR
SESSION MEETING
MONDAY, MAY 12, 2025, AT 5:00 PM
IN THE GRINNELL ATHLETIC AND RECREATION CENTER

MINUTES

1. Roll Call:

- A. Russ Crawford, Ralph Eyberg, Lauren Gant, Whitney Jensen, Lisa Lindley, Matt Moyer and Jordan Allsup.
Absent: Ben Coopridner
Guests: Jennifer McAlexander.

2. Approve Agenda:

At 5:06pm Lindley made the motion to approve the agenda, second by Gant to approve the agenda. AYES: All. Motion carried.

3. Approval of the Minutes from DATE

- A. April 14th, 2025- Gant made the motion, second by Jensen, to approve the April 14th, 2025, meeting minutes. AYES: All. Motion carried.

4. Old Business

- A. Master Parks Plan – priority of projects, fundraising opportunities, grant writing, goals for 2024-2025 fiscal year
- Parks and Cemetery Vegetation – Eyberg- Landscape bed project is underway at Central Park. Allsup also reported that there will be some repairs to the irrigation system at Central Park. No action necessary.
 - Bailey Park– Crawford/Jensen- Existing shelter house is expected to be removed by the end of the week with new shelter to be installed in early June. No action necessary.
 - Arbor Lake/Lake Nyanza- Allsup- RFP for engineering on the Grinnell Lakes project will be released on Friday, May 16th. No action necessary.
 - Playgrounds- Lindley- No update. No action necessary.
 - Master Plan- Allsup- Master Plan is nearing approval stage with final public comments to be collect on the Parks draft renderings on the city's website. No action necessary.
- B. Recreation- Allsup stated that spring activity is coming to an end, and the department is gearing up for summer programming. No action necessary.
- C. Aquatics- Allsup reported staff orientation for the Aquatic Center will be under way later this month with an expected opening date being May 30th. No action necessary.

5. New Business

- A. Grinnell College Public Event- Lindley made the motion to approve the rental of the Central Park stage on September 4th, 2025, for “Grinnell College’s Red Hot Chili Pipers concert” Second by Gant. AYES: all. Motion carried.
- B. Stella Apartments connection to Lion’s Park- Lindley made the motion to approve the work at Lion’s Park for a crossing and sidewalk over the creek to the new Stella Apartments. Work includes tree and brush removal by city staff at Lion’s Park. Second by Gant. AYES: all. Motion carried.
- C. Central Park Holiday Light Display- Jennifer McAlexander presented on the Central Park Holiday Light display and communicating a possible succession plan. No action was taken.

6. Notes:

7. Inquiries:

- 8. Adjourn:** Lindley made the motion at 5:52pm to adjourn the meeting, second by Gant. AYES: All. Motion carried.

Parks and Recreation Director
Jordan Allsup

[MEET_FOOT]

PUBLIC NOTICE

You are hereby notified that the City Council of Grinnell, Iowa, will meet on the 19th day of May 2025, at 7:00 o'clock p.m. at the City Hall in Grinnell, Iowa, for the purpose of considering whether the following described real property, to-wit: (313 East Street)

313 EAST ST., GRINNELL IA 50112, ANDREWS LOT 7 & N 15' LOT 8 BLOCK 1

Subject to all easements, restrictions, reservations and zoning, either visible or of record, should be sold.

You are further notified that you may appear at the time and place specified above to make any objections you may have to the proposed sale of such property.

Please govern yourselves accordingly.

Alyssa Devig, City Clerk/Finance Director



**GRINNELL FINANCE COMMITTEE MEETING
MONDAY, MAY 19, 2025, AT 8:00 A.M.
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR
OF CITY HALL AND VIA ZOOM**

Join Zoom Meeting

<https://zoom.us/j/98344692912?pwd=G8KZ1e3Kjni2LCTmbmviQyHfDOzRb7.1>

Meeting ID: 983 4469 2912

Passcode: 867821

Find your local number: <https://zoom.us/u/aeaD8sWXFL>

TENTATIVE AGENDA

ROLL CALL: Wray (Chair), White, Davis.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Discuss possible land acquisition.
2. Update from Poweshiek Economic Development Collaborative Director, Dan Nieland.

INQUIRES:

ADJOURN:



**GRINNELL PUBLIC WORKS & GROUNDS COMMITTEE MEETING
MONDAY, MAY 19, 2025, AT 5:30 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM**

Join Zoom Meeting

<https://zoom.us/j/93374647332?pwd=7ygcmrWlvNfnpExFd2w9kAnVeNy9AC.1>

Meeting ID: 933 7464 7332

Passcode: 107213

Find your local number: <https://zoom.us/j/93374647332?pwd=7ygcmrWlvNfnpExFd2w9kAnVeNy9AC.1>

TENTATIVE AGENDA

ROLL CALL: Hueftle-Worley (Chair), Bly, Hart.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider approval of a resolution awarding a contract for the Bliss Street and 8th Avenue Improvements Project to Manatt's, Inc. in the amount of \$448,680.28. (See Resolution No. 2025-73)
2. Consider approval of a resolution awarding a contract for the Broad Street Inlay Project to Con-Struct, Inc. in the amount of \$445,940.00. (See Resolution No. 2025-74)
3. Consider approval of a resolution for a professional services agreement with Veenstra & Kimm for the Lead Service Line Replacement Project. (See Resolution No. 2025-75)
4. Consider approval of a resolution for Change Order No. 1, in the amount of \$50,193.47 with WRH, Inc. for the Water Treatment Plant Project. (See Resolution No. 2025-76)
5. Consider approval of a request from Grinnell College to hold a public event at the Central Park Amphitheater on September 4, 2025, with set up beginning at 2:00 p.m. and tear down ending at 11:00 p.m.
6. Review a request for proposals for the Arbor Lake and Lake Nyanza Restoration Project and authorize staff to solicit proposals.

INQUIRIES:

ADJOURNMENT:

RESOLUTION NO. 2025-73

RESOLUTION AWARDING THE CONTRACT FOR THE BLISS STREET AND 8TH AVENUE IMPROVEMENTS PROJECT.

WHEREAS, the following bid for the construction of certain improvements described in general as the Bliss Street and 8th Avenue Improvements Project is hereby accepted, the same being the lowest responsible bid for the said work, as follows:

1) BLISS STREET AND 8TH AVENUE IMPROVEMENTS PROJECT

CONTRACTOR: Manatt, Inc.
3216 Hwy S-74 South
Newton, Iowa 50208

AMOUNT OF BID: \$448,680.28

PORTION OF PROJECT: All

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor and City Clerk are hereby directed and authorized to execute a contract with the Contractor for the construction of the said Bliss Street and 8th Avenue Improvements Project.

Passed and approved this 19th day of May 2025.

Dan F. Agnew, Mayor

ATTEST:

Alyssa Devig, City Clerk/Finance Director



VEENSTRA & KIMM INC.

6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

May 12, 2025

Russ Behrens
City Manager
City of Grinnell
520 4th Avenue
Grinnell, Iowa 50112

GRINNELL, IOWA
BLISS STREET AND 8TH AVENUE IMPROVEMENTS
REVIEW OF BIDS
RECOMMENDATION TO AWARD CONTRACT

The City of Grinnell received bids until 2:00 P.M., May 8, 2025 for the Bliss Street and 8th Avenue Improvements project. A total of three bids were received. The bids are as follows:

Manatts, Inc.	\$448,680.28
Con-Struct, Inc.	\$505,255.25
InRoads, LLC	\$526,803.50

The apparent low bid was submitted by Manatts, Inc. of Newton, Iowa in the amount of \$448,680.28.

The engineer's estimate of cost for construction of the project was \$595,000.

We recommend the City of Grinnell award the contract to Manatts, Inc. of Newton, Iowa in the amount of \$448,680.28.

Enclosed is a copy of our tabulation of bids.

Russ Behrens
May 12, 2025
Page 2

If you have any questions or comments concerning the project, please contact the writer at 515-225-8000, or at groth@v-k.net.

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "Greg Roth". The signature is fluid and cursive, with the first name "Greg" and last name "Roth" clearly distinguishable.

Greg Roth

GJR:paj
288213

Cc: Alyssa Devig, City of Grinnell

**BID TABULATION
GRINNELL, IOWA
BLISS STREET AND 8TH AVENUE IMPROVEMENTS PROJECT**

1. Construct Bliss Street and 8th Avenue Improvements Project for the following unit and lump sum prices:				Manatts, Inc. 3216 Hwy S-74 South Newton, IA 50208		Con-Struct, Inc. 1710 East Main Street Marshalltown, IA 50158		InRoads, LLC 4761 NE 20th Lane Des Moines, IA 50313	
BASE BID:									
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1.	Mobilization	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00
2.	Traffic Control	LS	1	10,000.00	10,000.00	3,850.00	3,850.00	15,000.00	15,000.00
3.	Construction Staking	LS	1	4,500.00	4,500.00	4,950.00	4,950.00	10,000.00	10,000.00
4.	Class 10 Excavation	CY	1.060	20.00	21,200.00	25.00	26,500.00	11.00	11,660.00
5.	Surfacing Removal	SY	5,620	2.88	16,185.60	5.00	28,100.00	5.00	28,100.00
6.	Subgrade Treatment	SY	6,032	6.35	38,303.20	4.00	24,128.00	2.00	12,064.00
7.	Compaction Testing	LS	1	2,500.00	2,500.00	9,740.00	9,740.00	5,500.00	5,500.00
8.	Modified Subbase	SY	6,032	15.00	90,480.00	12.50	75,400.00	15.50	93,496.00
9.	HMA, Surface Course	SY	4,675	12.61	58,951.75	14.50	67,787.50	15.00	70,125.00
10.	HMA, Intermediate Course	SY	675	14.03	9,470.25	14.50	9,787.50	15.00	10,125.00
11.	HMA, Base Course	SY	4,675	24.43	114,210.25	27.35	127,861.25	30.00	140,250.00
12.	Painted Pavement Markings, Durable	STA	344	24.00	8,256.00	15.00	5,160.00	26.00	8,944.00
13.	Granular Surfacing	SY	349	20.00	6,980.00	30.00	10,470.00	15.50	5,409.50
14.	HMA Driveway, 6", Remove and Replace	SY	161	69.66	11,215.26	86.00	13,846.00	120.00	19,320.00
15.	PCC Driveway, 6", Remove and Replace	SY	353	85.49	30,177.97	100.00	35,300.00	120.00	42,360.00
16.	Seeding, Fertilizing, and Mulching, Type 1	AC	0.9	5,000.00	4,500.00	5,500.00	4,950.00	5,500.00	4,950.00
17.	Silt Fence	LF	3,500	1.50	5,250.00	1.65	5,775.00	2.25	7,875.00
18.	Filter Socks, 8"	LF	500	3.00	1,500.00	3.30	1,650.00	3.25	1,625.00
TOTAL BASE BID (Items 1 - 18)				\$448,680.28		\$505,255.25		\$526,803.50	

I hereby certify that this is a true tabulation of bids received on May 8, 2025 by Veenstra & Kimm, Inc. on behalf of the City of Grinnell, Iowa.


 Gregory J. Roth
 Iowa License No. 11456
 My license renewal date is December 31, 2026



RESOLUTION NO. 2025-74

RESOLUTION AWARDING THE CONTRACT FOR THE BROAD STREET INLAY PROJECT.

WHEREAS, the following bid for the construction of certain improvements described in general as the Broad Street Inlay Project is hereby accepted, the same being the lowest responsible bid for the said work, as follows:

1) BROAD STREET INLAY PROJECT

CONTRACTOR: Con-Struct Inc.
1710 E Main Street
Marshalltown, IA 50158

AMOUNT OF BID: \$445,940.00

PORTION OF PROJECT: All

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor and City Clerk are hereby directed and authorized to execute a contract with the Contractor for the construction of the said Broad Street Inlay Project.

Passed and approved this 19th day of May 2025.

Dan F. Agnew, Mayor

ATTEST:

Alyssa Devig, City Clerk/Finance Director



VEENSTRA & KIMM INC.

6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

May 12, 2025

Russ Behrens
City Manager
City of Grinnell
520 4th Avenue
Grinnell, Iowa 50112

GRINNELL, IOWA
BROAD STREET INLAY PROJECT
REVIEW OF BIDS
RECOMMENDATION TO AWARD CONTRACT

The City of Grinnell received bids until 2:30 P.M., May 8, 2025 for the Broad Street Inlay project. A total of two bids were received. The bids are as follows:

Con-Struct, Inc.	\$445,940.00
Manatts, Inc.	\$492,571.48

The apparent low bid was submitted by Con-Struct, Inc. of Marshalltown, Iowa in the amount of \$445,940.00.

The engineer's estimate of cost for construction of the project was \$385,000.

We recommend the City of Grinnell award the contract to Con-Struct, Inc. of Marshalltown, Iowa in the amount of \$445,940.00.

Enclosed is a copy of our tabulation of bids.

Russ Behrens
May 12, 2025
Page 2

If you have any questions or comments concerning the project, please contact the writer at 515-225-8000, or at groth@v-k.net.

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "Greg Roth". The signature is stylized with a large, sweeping "G" and a distinct "R".

Greg Roth

GJR:paj
288216

Cc: Alyssa Devig, City of Grinnell

**BID TABULATION
GRINNELL, IOWA
BROAD STREET INLAY PROJECT**

1. Construct Broad Street Inlay Project for the following unit and lump sum prices:				Con-Struct, Inc. 1710 East Main Street Marshalltown, IA 50158		Manatts, Inc. 3216 Hwy S-74 South Newton, IA 50208	
BASE BID:							
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1.	Mobilization	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00
2.	Traffic Control	LS	1	1,650.00	1,650.00	6,894.75	6,894.75
3.	Construction Staking	LS	1	6,325.00	6,325.00	5,750.00	5,750.00
4.	Clearing and Grubbing	UNIT	9.4	200.00	1,880.00	106.38	999.97
5.	Sidewalk Removal	SY	51	25.00	1,275.00	27.00	1,377.00
6.	Driveway Removal	SY	438	20.00	8,760.00	22.00	9,636.00
7.	Pavement Removal	SY	1,452	15.00	21,780.00	17.00	24,684.00
8.	Tree Trimming	LS	1	2,000.00	2,000.00	8,800.00	8,800.00
9.	SWPPP Preparation	LS	1	1,375.00	1,375.00	1,200.00	1,200.00
10.	SWPPP Management	LS	1	1,650.00	1,650.00	2,000.00	2,000.00
11.	Inlet Protection Device, Under Grate Sediment Bag	EA	2	192.50	385.00	150.00	300.00
12.	Inlet Protection Device, Maintenance	EA	2	55.00	110.00	25.00	50.00
13.	Water Services	EA	5	4,000.00	20,000.00	5,000.00	25,000.00
14.	Curb Stop Box	EA	5	700.00	3,500.00	1,000.00	5,000.00
15.	Storm Sewer, Trenched, RCP, 15"	LF	28	200.00	5,600.00	250.00	7,000.00
16.	Storm Intake, SW-501	EA	1	6,500.00	6,500.00	7,000.00	7,000.00
17.	Storm Intake, SW-503, Modified	EA	1	10,000.00	10,000.00	12,000.00	12,000.00
18.	Temporary Surfacing	SY	420	20.00	8,400.00	25.00	10,500.00
19.	Sidewalk, PCC, 5"	SY	500	100.00	50,000.00	115.00	57,500.00
20.	Retaining Wall, <2 ft HT	LF	80	250.00	20,000.00	350.00	28,000.00
21.	Driveway, Paved, PCC, 6"	SY	438	75.00	32,850.00	78.00	34,164.00
22.	Driveway, Granular	SY	61	30.00	1,830.00	35.00	2,135.00
23.	HMA Full Depth Inlay	SY	1,452	67.25	97,647.00	64.63	93,842.76
24.	New Manhole Boxout and Casting	EA	1	2,500.00	2,500.00	3,000.00	3,000.00
25.	Curb and Gutter, Remove and Replace	LF	100	75.00	7,500.00	80.00	8,000.00
26.	Grading from Cross Sections	CY	350	40.00	14,000.00	50.00	17,500.00
27.	Subgrade Preparation	SY	1,452	3.00	4,356.00	4.00	5,808.00
28.	Grading for Subbase	CY	250	17.00	4,250.00	18.00	4,500.00
29.	Subbase, Modified, 6"	SY	1,452	13.50	19,602.00	15.00	21,780.00
30.	Subgrade Treatment, Type 1 Geogrid Fabric	SY	75	5.00	375.00	10.00	750.00
31.	Subdrain, Type 1 Longitudinal, 4"	LF	1,000	20.00	20,000.00	22.00	22,000.00
32.	Subdrain Cleanout, 4"	EA	6.00	1,500.00	9,000.00	2,000.00	12,000.00
33.	Subdrain Outlets and Connections, 4"	EA	6	1,000.00	6,000.00	1,500.00	9,000.00
34.	Hydraulic Seeding, Mulching, and Fertilizing, Type 1	AC	0.8	6,050.00	4,840.00	5,500.00	4,400.00
TOTAL BASE BID (Items 1 - 34)				\$445,940.00		\$492,571.48	

I hereby certify that this is a true tabulation of
bids received on May 8, 2025 by Veenstra & Kimm, Inc.
on behalf of the City of Grinnell, Iowa.



Gregory J. Roth
Iowa License No. 11456
My license renewal date is December 31, 2026



RESOLUTION NO. 2025-75

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH VEENSTRA AND KIMM, INC. FOR THE LEAD SERVICE LINE REPLACEMENT PROJECT.

WHEREAS, the City Council of the city of Grinnell desires to improve the water service line in the city of Grinnell, Iowa;

WHEREAS, the city desires the engineer to proceed with the planning and engineering services necessary to complete this project;

WHEREAS, the professional services agreement outlines the terms and conditions needed for said Lead Service Line Replacement Project, and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor and City Clerk are hereby directed and authorized to sign a professional services agreement with Veenstra & Kimm, Inc. for the Lead Service Line Replacement Project.

Passed and approved this 19th day of May 2025.

Dan F. Agnew, Mayor

ATTEST:

Alyssa Devig, City Clerk/Finance Director

AGREEMENT

GRINNELL, IOWA LEAD SERVICE LINE REPLACEMENT ENGINEERING SERVICES

THIS AGREEMENT, made and entered into this ____ day of _____, 2025, by and between the **CITY OF GRINNELL, IOWA**, hereinafter referred to as the **Owner**, or **City**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, party of the second part, hereinafter referred to as the **Engineers**,

WITNESSETH: THAT WHEREAS, the City is now contemplating improvements to the water system by removing and replacing lead water service lines south of US Highway 6/6th Avenue within the designated LMI census tract utilizing SRF funding procedures and SUDAS Specifications or the **Project**, and

WHEREAS, the City desires to retain the Engineers to perform engineering services on the Project.

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that the City does hereby retain the Engineers to act for and represent it in engineering matters on the Project. Such contract shall be subject to the following terms, conditions, and stipulations, to wit:

1. **SCOPE OF PROJECT.** It is understood and agreed upon the Project will include project development, local review processes, cost estimating, design of, bidding and general construction services for the improvements to the Project area.
2. The Engineer will work with City staff as well as assist in the coordination with the adjacent property owners to help define the project details and materials, traffic control, staging, phasing requirements for construction, construction documents and cost estimates, scheduling, review of change orders and pay estimates, interpretation of plans, shop drawings review and attend meetings, as necessary.
3. This work will be consistent with City of Grinnell and SUDAS specifications for this project. The development process will involve project concept creation, preliminary, check and final plans, project reviews. This project will have a bid opening through the City of Grinnell and not involve sidewalks.
4. It is approximated that the project will include the replacement of lead services to 150 to 170 residential (single family) dwelling units.

5. **SUBCONSULTANTS.** The Engineer shall coordinate the services of qualified professionals in material testing or other services deemed necessary for approvals either through clearances, design or construction. These subconsultants and their fees have not been included in the services for this agreement. The services and fees for archeology services are outside this agreement but will be billed with our invoices and reimbursed by Veenstra and Kimm to the firm.

6. **PERMITS AND LICENSES.** The Engineers shall provide copies of plans and specifications, explanatory letters of transmittal, completion of required application forms and other information necessary to obtain permits, licenses or other documentation required for securing permits, licenses or permissions necessary from governmental agencies for construction.

The Owner shall pay for all licenses and other costs associated with permits and licenses and said costs shall not be charged against the Engineer's maximum fee set forth hereinafter.

7. **ESTIMATES OF COST.** The Engineers shall prepare an Engineers' Estimate of Cost for the improvements to be constructed under the Project. The Engineers' Estimate of Cost is intended for the use of the Owner in financing the Project. Given the unknown nature and volatility of the recent bidding environment, the Engineers shall not be responsible if the contract(s) awarded for construction of the Project vary from the Engineers' Estimate of Cost.

8. **COMPENSATION.** The Owner shall compensate the Engineers for their services by payment of the following fees:

a. The fee for the engineering services for the Project as set out in items **1. SCOPE OF PROJECT through Item 7. ESTIMATES OF COST** shall be for services for design, preparation of plans and specifications, permitting and bidding services for the Project, General Construction Services during construction and project closeout shall be paid on an hourly basis. To date, there are no completed projects for this work in the State of Iowa

9. **PAYMENT.** The fee for work set out in **8. COMPENSATION** shall be billed and payable monthly during the rendering of the services. Monthly bills will be based on the hours charged to this Project. If additional services are requested and the fees for the additional services will also be billed hourly.

10. **TIME OF COMPLETION.** It is the Owner's intent to have the construction documents prepared and in place to facilitate a letting for the Project consistent with the City's anticipated schedule. Construction is anticipated in 2026 with possible carryover into 2027. Public meetings will be needed during the design, and at the beginning of construction phase services. Variations in effort put forth by the contractor(s) or

duration may impact the fees associated with general construction services. The engineer will not be held responsible for the contractor's ability to complete work in a timely manner.

11. LEGAL SERVICES. The Owner shall provide the services of the Owner's Attorney in matters pertaining to this Project. The Engineers shall cooperate with the Attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.

12. SERVICES NOT INCLUDED. Services not included under this Agreement are as follows:

- a. Determination and/or preparation of assessments and plats to property owners or related services of the Project.
- b. Services related to or regarding arbitration or litigation of the construction contract between the construction contractor and the Owner regarding any part of the Project.
- c. Services related to or regarding arbitration or litigation of the ponding rights or flooding of one property onto another property.
- d. Services relating to the acquisition of right-of-way and easements, permanent or temporary construction, required for the construction of the City project.
- e. Legal surveys, property surveys and easement surveys are not included in this Project cost.
- f. Services relating to the televising of underground utilities and/or their services to property owner or other means as to assess the conditions of the City's utilities in the Project area.
- g. The Engineer will review said video inspection files as part of the agreed upon design services.
- h. Geotechnical or materials testing for design or during the construction of the project.
- i. Other services not included in the above scope of services or services as mentioned in areas not within the project.

- 13. CHANGES.** If after approval of the plans or portions thereof by the Owner, the Engineers are required or requested to change the plan or said portions because of changes made by the Owner to limits or project intent, the Engineers shall receive additional compensation for making such changes. The compensation for such changes shall be based upon the standard hourly fees, plus expenses for personnel of the Engineers engaged in making the changes.
- 14. EXTRA WORK.** Fees stated in this Agreement cover the specific services outlined in this Agreement for the Project. If the Owner requires additional services of the Engineers in connection with the Project, or changes or modifications in the Project, the Engineers shall receive additional compensation for said services. Such additional compensation shall be at the standard hourly fees for personnel of the Engineers, plus expenses for personnel engaged in the authorized extra work.
- 15. INDEMNIFICATION.** The Engineers shall and hereby agree to hold and save the Owner harmless from any and all claims, settlements, and judgments, to include all reasonable investigative fees, attorneys' fees, suit and court costs for personal injury, property damage, and/or death arising out of the Engineers' or any of its agents', servants', and employees' errors, omissions or negligent acts for services under this Agreement, and for all injury and/or death to any and all of the Engineers' personnel, agents, servants, and employees occurring under the Workers' Compensation Act of the State of Iowa.
- 16. INSURANCE.** The Engineers shall furnish the Owner with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the Owner is endorsed as an additional named insured, in the following limits. It must be clearly disclosed on the face of the certificates that the coverage is on an occurrence basis:

General Liability*	\$1,000,000/2,000,000
Automobile Liability	1,000,000
Excess Liability (Umbrella)*	8,000,000/8,000,000
Workers' Compensation, Statutory Benefits Coverage B	1,000,000
Professional Liability**, ***	2,000,000/2,000,000

*Occurrence/Aggregate

**The Owner is not to be named as an additional insured

***Claims made basis

- 17. TERMINATION.** Should the Owner abandon the Project before the Engineers have completed their work, the Engineers shall be paid for the work and services performed until the date of termination.

18. ASSISTANTS AND CONSULTANTS. It is understood and agreed that the employment of the Engineers by the Owner for the purposes aforesaid shall be exclusive, but the Engineers shall have the right to employ such assistants and consultants, as they deem proper in the performance of the work.

19. ASSIGNMENT. This Agreement and every portion thereof shall be binding upon the successors and assigns of the parties hereto.

The undersigned do hereby covenant and state that this Agreement is executed in duplicate as though each were an original, and that there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, nor have any of the above been implied by or for any party to this Agreement.

IN WITNESS WHEREOF, the parties hereto have subscribed their names on the date first written above.

CITY OF GRINNELL, IOWA

ATTEST:

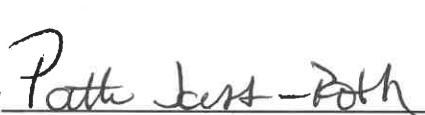
By _____
Mayor

By _____

VEENSTRA & KIMM, INC.

ATTEST:

By  _____

By  _____

RESOLUTION NO. 2025-76

A RESOLUTION APPROVING CONTRACT CHANGE ORDER NO. 1 IN THE AMOUNT OF \$50,193.47 FOR A NET INCREASE TO THE CONTRACT WITH WRH, INC. FOR THE WATER TREATMENT PLANT PROJECT.

WHEREAS, the City of Grinnell did enter into a contract with WRH, Inc. on December 2, 2024, for the Water Treatment Plant Project; and

WHEREAS, WRH, Inc. has submitted Contract Change Order No. 1 for a net increase in the contract of \$50,193.47; and

WHEREAS, the Project Engineer has reviewed the change order and recommends approval of Contract Change Order No. 1; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Grinnell, Iowa, in regular session this 19th day of May 2025 that the contract amount has increased by \$50,193.47 in accordance with Contract Change Order No. 1 is hereby approved as executed.

Passed and approved this 19th day of May 2025.

Dan F. Agnew, Mayor

Attest:

Alyssa Devig, City Clerk/Finance Director



001

2022000116-003

12/2/2024

5/19/2025

5/19/2025

\$	18,990,000.00
----	---------------

\$	18,990,000.00
----	---------------

\$ -

12/15/2026

Description of Changes

INCREASE in
Contract Price

\$	38,162.23
----	-----------

\$	12,031.24
----	-----------

\$	50,193.47
----	-----------

\$	50,193.47
----	-----------

\$	19,040,193.47
----	---------------

As recommended by the geotechnical engineer, the Work is necessary to provide suitable materials to support the clearwell structure and the water treatment plant building structure.

\$0.00

\$0.00

\$50,193.47

\$19,040,193.47

Dollars

12/15/2026

Requested By:

WRH, Inc.

Date

Engineer:

McClure Engineering Co.

Date _____

Owner:

City of Grinnell

Date

This information will be used as a record of any changes to the Original Construction Contract.

Date _____



Change Authorization Request
(CAR)

Project: Water System Improvement 2023 Water Treatment Plant Grinnell, Iowa
CAR No. 1 Rev.1 DATE May 9, 2025 Job No. 2402-00-1445

Reference:
RFQ # _____ Location Grinnell WTP Project CPA No. FS-79-24-DWSRF-006

A Change in the scope of work is indicated below and Owner's prompt approval or rejection of this authorization is requested so that the material may be purchased and to prevent any delay in field operations.

Reason for Change:

- (☒) Design Request (☒) Field Condition
() Owner Request () Suggested by Contractor
() Other _____

1) Description of Change: (Refer to drawings, specification, addenda, bulletin if applicable)

Additional work outside the original scope per unit pricing.

Over-excavate Clearwell additional 3' from Elevation 1005 to 1002, furnish and place Manatt's recycled
Special backfill rock as backfill in the Clearwell 3'

Dewatering is included in this pricing.

Please Advise

2) It is requested that the completion date be; (☒) extended / () reduced by _____ calendar days

3) Bases of Payment:

- a) () Firm price for performing this change along with attached supporting details is (☒) increased / () decreased by \$38,162.23
b) () Time and Material per Contract. \$0.00
c) (☒) Change to be performed per unit price \$ 66.37 per ton _____
d) () The time required to prepare and agree upon a detailed estimate prior to proceeding with the change would unduly delay job progress. The following is an approximate estimate to assist Owner in determining whether or not change should be made. If notified to proceed, a detailed estimate in the form agreed upon, with supporting details, will be submitted after receipt of said notice.

Approximate Estimate is: 0.00

FOR OWNER'S

() CHANGE WILL NOT BE MADE

PROCEED ON THE FOLLOWING BASIS:

- () Firm Price () Time and Material
() Estimate of Price () Change in Completion Date
() Unit Price in Contract () No Change

Comments: _____

Submitted by: Colton Singbeil
Project Manager
WRH, Inc.

Approved by _____
Owner

Date: 5/9/2025

Date: _____

Water System Improvement 2023 Water Treatment Plant Grinnell, Iowa 5/9/2025

C.A.R. Calculation

	Qty	Unit	Unit Rate	Line Total	C.A.R. # 1 Rev.1 Fee/Credit
Subcontractors					
Veith - Manatt's recycled Special backfill	575	ton	\$55.57	\$31,952.75	\$1,597.64
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
			SUBTOTAL	\$31,952.75	\$1,597.64
Labor					
Project Manager	2.0	mhr	\$301.53	\$603.06	\$90.46
Project Coordinator/Engineer	0.0	mhr	\$148.45	\$0.00	\$0.00
Safety Professional	0.0	mhr	\$171.64	\$0.00	\$0.00
Superintendent - ST	8.0	mhr	\$114.43	\$915.44	\$137.32
Superintendent - OT	0.0	mhr	\$171.64	\$0.00	\$0.00
Foreman - ST	0.0	mhr	\$108.24	\$0.00	\$0.00
Foreman - OT	0.0	mhr	\$162.36	\$0.00	\$0.00
Carpenter - ST	0.0	mhr	\$98.96	\$0.00	\$0.00
Carpenter - OT	0.0	mhr	\$148.45	\$0.00	\$0.00
Operator (A) - ST	0.0	mhr	\$105.63	\$0.00	\$0.00
Operator (A) - OT	0.0	mhr	\$158.44	\$0.00	\$0.00
Operator (B) - ST	0.0	mhr	\$103.97	\$0.00	\$0.00
Operator (B) - OT	0.0	mhr	\$155.96	\$0.00	\$0.00
Laborer - ST	4.0	mhr	\$92.78	\$371.12	\$55.67
Laborer - OT	0.0	mhr	\$139.17	\$0.00	\$0.00
ATV Driver - ST	0.0	mhr	\$97.47	\$0.00	\$0.00
ATV Driver - OT	0.0	mhr	\$146.21	\$0.00	\$0.00
Truck Driver - ST	0.0	mhr	\$98.96	\$0.00	\$0.00
Truck Driver - OT	0.0	mhr	\$148.45	\$0.00	\$0.00
			SUBTOTAL	\$1,889.62	\$283.44
Materials:					
General Conditions		day	\$2,224.60	\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
			SUBTOTAL	\$0.00	\$0.00
Equipment: (without operator)					
Skidloader - Tracked/Rubber Tire		Hr	\$55.50	\$0.00	\$0.00
End loader - Rubber Tire		Hr	\$118.00	\$0.00	\$0.00
Telehandler		Hr	\$76.50	\$0.00	\$0.00
Excavator - Mini		Hr	\$62.50	\$0.00	\$0.00
Excavator - 34,000 LB		Hr	\$97.25	\$0.00	\$0.00
Excavator - 68,000 LB		Hr	\$194.25	\$0.00	\$0.00
Vacuum Excavator - Trailer		Hr	\$97.25	\$0.00	\$0.00
Vacuum Excavator - Truck		Hr	\$277.50	\$0.00	\$0.00
110 Crawler Crane		Hr	\$252.00	\$0.00	\$0.00
Dozer		Hr	\$125.00	\$0.00	\$0.00
Water Pump	30	Hr	\$49.00	\$1,470.00	\$220.50
Compactor		Hr	\$55.50	\$0.00	\$0.00
Ground Heater		Hr	\$15.00	\$0.00	\$0.00
GPS Base/Rover/ Machine Control		Hr	\$76.50	\$0.00	\$0.00
Truck		Hr	\$18.00	\$0.00	\$0.00
Flatbed Truck		Hr	\$65.00	\$0.00	\$0.00
Boom Truck		Hr	\$175.00	\$0.00	\$0.00
Pump Truck		Hr	\$363.00	\$0.00	\$0.00
Dump Truck		Hr	\$80.00	\$0.00	\$0.00
Semi & Trailer		Mi	\$3.55	\$0.00	\$0.00
			SUBTOTAL	\$1,470.00	\$220.50
			C.A.R. SUBTOTAL	\$35,312.37	\$2,101.58
Contractor's Fee (Sub-contracts)	5.00%			\$1,597.64	(TOTAL)
Contractor's Fee (Labor & Equipment)	15.00%			\$503.94	(TOTAL)
Contractor's Fee (Materials)	15.00%			\$0.00	(TOTAL)
Sales Tax on Material	0.00%			\$0.00	(TOTAL)
Increase in Bond	2.00%				\$748.28
			SUBTOTAL		\$2,849.86
Total Proposed Change:				\$38,162.23	



Change Authorization Request
(CAR)

Project: Water System Improvement 2023 Water Treatment Plant Grinnell, Iowa

CAR No. 2 DATE May 8, 2025 Job No. 2402-00-1445

Reference:
RFQ # _____ Location Grinnell WTP Project CPA No. **FS-79-24-DWSRF-006**

A Change in the scope of work is indicated below and Owner's prompt approval or rejection of this authorization is requested so that the material may be purchased and to prevent any delay in field operations.

Reason for Change:

- (☒) Design Request (☒) Field Condition
() Owner Request () Suggested by Contractor
() Other _____

1) Description of Change: (Refer to drawings, specification, addenda, bulletin if applicable)

Additional work outside the original scope of work

5/7/25- Cistern (8' radius x 2'deep x 6" wide) removed in south part of building to 3' below bottom of footing

5/6/25 Remove square concrete pad 15'x16'x6"

5/5/25 Core-out West slurry pit (25'x30'x3')

5/1/25 Core-out East slurry pits 2 ea. (4'x17'x2' & 14'x25'x3.5')

2) It is requested that the completion date be; (☒) extended / () reduced by _____ calendar days

3) Bases of Payment:

- a) (☒) Firm price for performing this change along with attached supporting details is (☒) increased / () decreased by \$12,031.24
- b) () Time and Material per Contract. \$0.00
- c) () Change to be performed per unit prices in Contract _____
- d) () The time required to prepare and agree upon a detailed estimate prior to proceeding with the change would unduly delay job progress. The following is an approximate estimate to assist Owner in determining whether or not change should be made. If notified to proceed, a detailed estimate in the form agreed upon, with supporting details, will be submitted after receipt of said notice.

Approximate Estimate is: 0.00

FOR OWNER'S

() CHANGE WILL NOT BE MADE

PROCEED ON THE FOLLOWING BASIS:

- () Firm Price () Time and Material
() Estimate of Price () Change in Completion Date
() Unit Price in Contract () No Change

Comments: _____

Submitted by: Colton Singbeil
Project Manager
WRH, Inc.

Approved by _____
Owner

Date: 5/8/2025

Date: _____

Water System Improvement 2023 Water Treatment Plant Grinnell, Iowa

5/8/2025

C.A.R. Calculation

	Qty	Unit	Unit Rate	Line Total	C.A.R. # 2 Fee/Credit
Subcontractors					
Veith - Core-out West slurry pits	83	cy	\$55.60	\$4,615.00	\$230.75
Veith - Core-out East slurry pits	50	cy	\$72.60	\$3,630.00	\$181.50
Veith - Remove Square concrete pad	4	cy	\$246.25	\$985.00	\$49.25
Veith - Cistern (8' radius X 2" deep x 6" wide)	2	cy	\$590.54	\$1,092.50	\$54.62
				\$0.00	\$0.00
			SUBTOTAL	\$10,322.50	\$516.12
Labor					
Project Manager	2.0	mhr	\$301.53	\$603.06	\$90.46
Project Coordinator/Engineer	0.0	mhr	\$148.45	\$0.00	\$0.00
Safety Professional	0.0	mhr	\$171.64	\$0.00	\$0.00
Superintendent - ST	2.0	mhr	\$114.43	\$228.86	\$34.33
Superintendent - OT	0.0	mhr	\$171.64	\$0.00	\$0.00
Foreman - ST	0.0	mhr	\$108.24	\$0.00	\$0.00
Foreman - OT	0.0	mhr	\$162.36	\$0.00	\$0.00
Carpenter - ST	0.0	mhr	\$98.96	\$0.00	\$0.00
Carpenter - OT	0.0	mhr	\$148.45	\$0.00	\$0.00
Operator (A) - ST	0.0	mhr	\$105.63	\$0.00	\$0.00
Operator (A) - OT	0.0	mhr	\$158.44	\$0.00	\$0.00
Operator (B) - ST	0.0	mhr	\$103.97	\$0.00	\$0.00
Operator (B) - OT	0.0	mhr	\$155.96	\$0.00	\$0.00
Laborer - ST	0.0	mhr	\$92.78	\$0.00	\$0.00
Laborer - OT	0.0	mhr	\$139.17	\$0.00	\$0.00
ATV Driver - ST	0.0	mhr	\$97.47	\$0.00	\$0.00
ATV Driver - OT	0.0	mhr	\$146.21	\$0.00	\$0.00
Truck Driver - ST	0.0	mhr	\$98.96	\$0.00	\$0.00
Truck Driver - OT	0.0	mhr	\$148.45	\$0.00	\$0.00
			SUBTOTAL	\$831.92	\$124.79
Materials:					
General Conditions	day		\$2,224.60	\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
			SUBTOTAL	\$0.00	\$0.00
Equipment: (without operator)					
Skidloader - Tracked/Rubber Tire	Hr		\$55.50	\$0.00	\$0.00
End loader - Rubber Tire	Hr		\$118.00	\$0.00	\$0.00
Telehandler	Hr		\$76.50	\$0.00	\$0.00
Excavator - Mini	Hr		\$62.50	\$0.00	\$0.00
Excavator - 34,000 LB	Hr		\$97.25	\$0.00	\$0.00
Excavator - 68,000 LB	Hr		\$194.25	\$0.00	\$0.00
Vacuum Excavator - Trailer	Hr		\$97.25	\$0.00	\$0.00
Vacuum Excavator - Truck	Hr		\$277.50	\$0.00	\$0.00
110 Crawler Crane	Hr		\$252.00	\$0.00	\$0.00
Dozer	Hr		\$125.00	\$0.00	\$0.00
Compactor	Hr		\$55.50	\$0.00	\$0.00
Ground Heater	Hr		\$15.00	\$0.00	\$0.00
GPS Base/Rover/ Machine Control	Hr		\$76.50	\$0.00	\$0.00
Truck	Hr		\$18.00	\$0.00	\$0.00
Flatbed Truck	Hr		\$65.00	\$0.00	\$0.00
Boom Truck	Hr		\$175.00	\$0.00	\$0.00
Pump Truck	Hr		\$363.00	\$0.00	\$0.00
Dump Truck	Hr		\$80.00	\$0.00	\$0.00
Semi & Trailer	Mi		\$3.55	\$0.00	\$0.00
			SUBTOTAL	\$0.00	\$0.00
			C.A.R. SUBTOTAL	\$11,154.42	\$640.91
Contractor's Fee (Sub-contracts)	5.00%			\$516.12	(TOTAL)
Contractor's Fee (Labor & Equipment)	15.00%			\$124.79	(TOTAL)
Contractor's Fee (Materials)	15.00%			\$0.00	(TOTAL)
Sales Tax on Material	0.00%			\$0.00	(TOTAL)
Increase in Bond	2.00%				\$235.91
			SUBTOTAL		\$876.82
Total Proposed Change:				\$12,031.24	



The Parks and Recreation board would like the City Council to act on the recommendation to approve the Grinnell College Public Event: Red Hot Chili Pipers at the Central Park Stage on Thursday, September 4th, 2025. Attached is their special event application.

Respectfully Submitted,

Jordan Allsup
Parks & Recreation Director



City of Grinnell Parks and Recreation Department
Special Event Application

Event Name: Grinnell College Event Date: 9 / 4 / 25
Public Events - Red Hot Chili Pipers
Event Location: Central Park
Ampitheater
Sponsor Organization: Grinnell College
Contact's Name & Title: Jenelle Veit - Manager Office of Event Coordination
Address: (Street): 1115 8th Ave City, State, Zip: Grinnell, IA 50112
Cell Phone: 319-551-7037 Day Phone: 641-269-3178 Email: Veitjene@grinnell.edu

Event Type: Walk/Run Athletic Event Fair/Festival Outdoor Concert Other: _____
Circle all that apply

Event Time: Setup Start: 2pm Event Start: 7pm Event End: 9:30pm Teardown End: 11pm

Event Description:
Attach additional pages if necessary.

Grinnell College Public Event Series. Looking to bring
The College + Community together in a more centrally
located space.
See Attached

Estimated Attendance: 200 Number of Pedestrians: ? Number of Vehicles: ?

Admission/Registration Fees? Y N If Yes, How much _____
Product sales on site? Y N If Yes, a peddlers permit will need to be obtain. You can apply at the City Clerk's office
30 days prior to event.
Will beer be served or sold? Y N If Yes, a license to sell alcohol is needed. A liquor license application will need to be
completed through the Iowa Alcoholic Beverage Division. Once completed it will be
forwarded onto the City of Grinnell and the City Council for approval 60 days prior to
event.
Will you use inflatables? Y N Need to provide copy of Liability Insurance (\$2 million coverage) and the City of Grinnell as an
additional insured party.

Will you need access to a water source? ☒ Y ☐ N If Yes, what is the water to be used for? Possibly if vendors need it

Will you use amplified sound? ☒ Y ☐ N If Yes, what type of sound? Bag Pipes + Back line

Will you be having a band? ☒ Y ☐ N If Yes, please provide who they are and contact info Red Hot Chili Pipers
BiCoastal Productions 212-268-6969

Will you need access to electricity? ☒ Y ☐ N If Yes, please explain specific equipment used and amperage needed will know more as event gets closer

Is there special set-up will need the City to provide? Y ☒ N If Yes, please explain not that I am aware but will let you know ASAP if there is.

Will you install event signs off park premises? Y ☒ N If Yes, please see City Code Chapter 157.

Will there need to be street closures? Y ☒ N If Yes, this needs to be requested and approved by City Council at least 60 days prior to event.

If any of the following questions were marked "Y" then the renter will need to provide copies of the correct documentation needed for the event to be approved. It should be fully understood the Grinnell Parks and Recreation Department has the authority to grant or deny permission for this event. If approved a Park Pavilion rental agreement must also be filled out, signed, and paid for.

Jessica Keit
Renter's Signature

4/21/25
Date

Office Use Only:

Correct Documentation Supplied: Y___ N___	What's needed: _____
Will the event need access to all Park facilities: Y___ N___	
Will the event conflict with any existing events: Y___ N___	
Event Approved _____	Event Denied _____
Reason for Denial: _____	

If approved begin process of renting pavilion.	
Staff: _____	Date: _____

CITY OF GRINNELL

520 4th Avenue Grinnell, IA 50112

Phone: (641)236-2620 Fax: (641)236-2626

Email: JAllsup@grinnelliowa.gov

Website: <https://www.grinnelliowa.gov/159/Parks-Recreation>

REQUEST FOR PROPOSALS

DESIGN & ENGINEERING SERVICES – ARBOR LAKE & LAKE NYANZA RESTORATION

The City of Grinnell is seeking a qualified Consultant for engineering and consulting services for the design of a restoration project at Arbor Lake and Lake Nyanza in the City of Grinnell, Iowa (Appendix A; page 2). The selected firm shall provide engineering and consulting services for the construction of watershed (Phase 2) and in-lake practices (Phase 3) of the project. The selected firm (Consultant) will be working for City of Grinnell (City) in consultation with project partners from the Iowa DNR Lake Restoration and Fisheries programs. The overall scope of work for this restoration project will include multiple Phases; however, this RFP is specifically for planning, engineering, permitting, cost estimation, and easement acquisition services for Phase 2 and Phase 3 of the project.

OVERVIEW:

City of Grinnell is seeking proposals for planning, engineering, permitting, cost estimation, and easement acquisition elements associated with the restoration of Arbor Lake and Lake Nyanza in the City of Grinnell. This RFP does not obligate the City to award a contract to any firm, nor to pay any cost incurred in the preparation of the proposals submitted in response to this request. The City reserves the right to accept or reject any or all proposals received.

The objective of the project is to design watershed and in-lake restoration elements that will serve to reduce the high phosphorus concentrations and frequent algae blooms observed at Arbor Lake and Lake Nyanza, ultimately improving the water quality and recreational opportunities at the park.

BACKGROUND:

The City of Grinnell owns and manages two lakes within city limits. Arbor Lake is a 14.6-acre lake with a 1,003-acre watershed, and watershed-to-lake ratio of 69:1. The lake is located on the southwest side of Grinnell, between Arbor Lake Park and Hazelwood Cemetery. A park and walking trail border the east side of the lake. The watershed consists of urban development (58%), agriculture (17%), greenspace/timber (22%), and water (3%). Lake Nyanza is an 11-acre lake located at Miller Park, and within the Arbor Lake watershed. Nyanza drains approximately 85 acres and has an 8:1 watershed-to-lake ratio.

Arbor Lake has designated uses of Class A1 (primary contact recreation) and Class B(LW) (aquatic life). The lake provides facilities for fishing, boating, and picnicking. Arbor Lake is currently on the 303(d) impaired waters list for excessive algal growth (high chlorophyll-a concentrations) and sedimentation/siltation. The Iowa DNR's Watershed Improvement Section produced a Total Maximum Daily Load (TMDL) in 2002. They estimated a baseline condition total phosphorus (TP) load of 2,490 lbs/year and sediment load of 546 tons/year. The TMDL included Phase 1 target reductions of 56% for both TP and sediment. Reduction goals for TP and sediment were set at 1,100 lbs/year and 240 tons/year, respectively. The presence and negative impact of Common carp was also noted. The TMDL can be viewed in the supplemental materials provided through the Google Drive site.

The Arbor Lake Watershed Project implemented improvements in 2008, which reduced TP and sediment deliver to the lake by 780 lbs/year of TP and 281 tons/year, respectively. Noteworthy accomplishments to date include fifteen riffle/pool systems, bank stabilization, three filter strips, a storm sewer interceptor, two wetlands, and a rock filter. Public outreach has also generated strong community engagement and commitment from local organizations to improving Arbor Lake.

The Grinnell Lakes Restoration Feasibility Study was recently completed by Houston Engineering Inc. (HEI) (Appendix A). The purpose of this study was to evaluate available data and plans, assess current conditions of Lake Nyanza and Arbor Lake and their respective watersheds, and to identify, evaluate, and prioritize potential lake restoration alternatives. HEI’s modeling estimated a baseline condition TP load of 2,261 lbs/year and sediment load of 795 tons/year. Lake response modeling estimated external and internal TP loads of 2,143 lbs/year and 118 lbs/year, respectively. A reduction in external and internal TP loading by 15% (321 lbs/year) and 90% (106 lbs/year), respectively, are necessary to lower Arbor Lake’s chlorophyll-a and Secchi depth values below the impairment threshold.

The Grinnell Lakes Restoration Feasibility Study (Appendix A), TMDL (Appendix B), Arbor Lake Watershed Project report (Appendix C), and can be viewed in the supplemental materials provided through a Google Drive site, at the following URL:

<https://drive.google.com/drive/folders/1k-s1TcsYp1siFiNOHrP-O8jCBDZZmAf3?usp=sharing>

PROPOSAL SUBMISSION:

To be considered, prospective consultants must submit a complete response to this Request for Proposal using the Statement of Qualifications and Scope of Work provided. Proposals will be reviewed based on the “Selection Criteria” outlined in this RFP.

SCHEDULE: Dates and times subject to change at City of Grinnell’s discretion.

Request for Proposal Release:	May 16, 2025
Written Questions and Requests for Clarifications Due:	May 23, 2025
Answers to Written Questions Issued:	May 30, 2025
Proposal submittal due:	June 13, 2025 by 5:00PM

Prospective Consultants are invited to submit emailed questions and requests for clarification concerning this RFP. The emailed questions and requests for clarification must be received by Jordan Allsup, Parks & Recreation Director before May 23, 2025. Emailed responses to timely questions will be issued no later than May 30, 2025.

Submittal Location:	City of Grinnell Attn: Jordan Allsup 520 4th Avenue Grinnell, IA 50112
Planning Administrator:	Jordan Allsup, City of Grinnell Phone: (641)236-2620 Fax: (641)236-2626 Email: JAllsup@grinnelliowa.gov

All proposals must be emailed to: City of Grinnell, Attn: Jordan Allsup, 520 4th Avenue, Grinnell, Iowa 50112. It shall be the sole responsibility of the proposer to ensure that the proposal is received by the City at the

above location and time. Each proposal must remain valid at least 60 days from the due date of this RFP. The proposal must be signed by an official empowered to contractually obligate the proposing firm.

STATEMENT OF QUALIFICATIONS:

A Statement of Qualifications must be submitted, which shall include:

1. The Consultant's name and address, and a brief history of the firm.
2. A description of the services to be provided by (a) the Consultant, and (b) subconsultants (if any), along with a description of their experiences similar to what is required for this project.
3. Names of specific individuals who will be assigned to this project, and their relevant experience, i.e. project manager, engineer, soil scientist, limnologist, geomorphologist, hydrologist, archaeologist, landscape architect, technicians, botanist, etc., and their ability to provide project management and environmental assessment services. We are especially interested in previous experience with control structures, nutrient transport and recycling, dredging and urban and rural conservation BMPs.
4. The location of the office where the majority of the work will be originating.
5. Familiarity with City, IDNR, lake restoration, design of dams and control structures, bio-swales and other urban and rural conservation practices, dredging and spoil containment; and regulatory agencies, including the Iowa DNR, USDA, NRCS and U.S. Army Corps of Engineers and EPA.
6. Three references including project name(s), contact person, address and phone number.
7. Any other information that could be relevant to the selection process such as history of providing accurate cost estimates for similar projects and ability to deliver on schedule.

SCOPE OF WORK:

The purpose of this RFP is to select a qualified Consultant to provide the City of Grinnell with planning, engineering, permitting, cost estimation, and easement acquisition services associated with meeting the following restoration goals and objectives for Arbor Lake and Lake Nyanza. In addition to addressing the Statement of Qualifications, a work plan with sufficient information describing how the Consultant would accomplish the services sought in this RFP, including a timeline for implementation.

Watershed Best Management Practices (BMPs)

Description: Watershed improvements will be focused on the Arbor Lake watershed. These improvements require planning services, final design documents, cost estimates, and permitting for eight of the recommended watershed practices identified in the Grinnell Lakes Restoration Feasibility Study to reduce sediment and phosphorus inputs into Arbor Lake (Appendix A; Table 12). Selected watershed practices include 1.6 ac of new stormwater detention pond construction (BMPs 2 & 4), and dredging 1.8 ac of old detention ponds (BMPs 6 & 7). Tributary improvements include 1,080 ft of restored stream (BMP 3), and 0.6 ac of riparian buffers and permanent conservation easements (BMPs 11a & 11b). Iron-Enhanced Sand Filters (IESF) may be combined with these practices to further remove phosphorus (BMP 12). Consultant shall provide the City with 60%, 90% and final design documents and cost estimates for all restoration activities determined necessary to use in construction bidding practices. The Consultant will also acquire necessary permits necessary to complete Phase 2. The City will be responsible for acquiring any necessary easements.

For the purpose of this RFP the Consultant should assume that construction for Watershed BMPs (Phase 2) will occur separately from in-lake construction (Phase 3).

In-Lake Restoration

Arbor Lake

Description: This Phase includes planning services, final design documents, cost estimates and permitting for six of the in-lake practices recommended in the Grinnell Lakes Restoration Feasibility Study (Appendix A; Table 12). These improvements include sediment removal (50,000 cu yds), stabilization of shoreline and jetties (1,995 ft), access enhancements (ADA & Non-ADA launches), deconstruction and rehabilitation of the dam and outlet channel. Installation of a new, low-level drawdown structure that provides complete drainage of the basin and prevents immigration of Common carp into the Arbor Lake post-restoration shall also be incorporated into the dam rehabilitation work. Vertical barriers (> 9 ft above tailwater elevation) or exclusion grates have been successful. Potential dredge spoil containment sites were identified in the Grinnell Lakes Restoration Feasibility Study (Appendix A; Mechanical Dredging). A dredging plan that includes final design and a stabilization plan for the sediment containment site(s) to accommodate spoil from the old detention ponds and the main lake shall be provided. Where appropriate, and in consultation with City staff, any spoil areas within the park shall be graded for future public use.

Lake Nyanza

Description: Additional in-lake improvements are proposed for Lake Nyanza, including the stabilization of 1,150 ft of shoreline, plantings, conversion of the lake to an urban wetland, and the construction of a new jetty (Appendix A; Table 12). The Consultant shall provide the City with permits, final design documents, and cost estimates for all restoration activities deemed necessary to complete the project, and for use in construction bidding practices.

Total anticipated costs for watershed and in-lake engineering design described in this RFP is \$760,000 - \$840,000. Total construction cost for both the watershed and in-lake work are anticipated to cost between \$3,500,000 and \$4,250,000.

Additional Services

The City reserves the right to amend the contract to retain the selected Consultant to pursue additional services related to improving water quality in Arbor Lake and Lake Nyanza, as determined by the City. These services may include, but are not limited to bidding, construction oversight, construction inspection, and deliverables mutually agreed upon by both parties for the construction of watershed and in-lake restoration practices. The consultant should produce an hourly price sheet that will be utilized to determine fee needed for any additional services provided.

Consultant shall perform the following Tasks as a part of this scope of services:

Note: For purposes of this RFP, the City assumes that in-lake practices and a fishery renovation will be facilitated through a complete draw down of Arbor Lake to replace the outlet structure and rehabilitate the dam. Given the constraints of the dam/outlet structure of Lake Nyanza, it is not assumed that complete de-watering will be feasible for practices in Lake Nyanza. It should be noted that timing and duration of any drawdown of the lake will need to be coordinated between the City and partner agencies and is tentatively planned for after the summer recreation season in 2027.

Task

Task 1: Meetings:

Task 1a. Initial Meeting. Consultant shall meet with the City to discuss the work plan that provides sufficient information describing how the Consultant would accomplish the services sought in this RFP, confirms goals and expectations, addresses regulatory requirements, and includes a timeline for project implementation. Consultant shall provide City with a summary of the discussion and a description of communication protocols within one-week post-meeting in person or electronically.

Task 1b. Public Open House Meeting. Consultant shall lead an open house style meeting in Grinnell to present preliminary Watershed and In-lake Restoration plans to the public. Meeting will be held at a location to be determined by the City. Task 1a. Initial Meeting. Consultant shall meet with the City to discuss the work plan that provides sufficient information describing how the Consultant would accomplish the services sought in this RFP, confirms goals and expectations, addresses regulatory requirements, and includes a timeline for project implementation. Consultant shall provide City with a summary of the discussion and a description of communication protocols within one-week post-meeting in person or electronically.

Task 2: Surveys

Consultant shall conduct or contract for any necessary surveys and site analysis needed for developing plans and specifications for this project.

Task 3: Permits and Clearances

Consultant shall prepare applications for and secure any permits necessary for construction of the project. Consultant shall conduct, if necessary, Threatened and Endangered Species surveys, Archaeological surveys, and a Wetland Delineation in the Project area in order to meet U.S. Army Corps of Engineers requirements for the Section 401/404 Joint Permit Application process.

Task 4: Watershed BMPs and In-Lake Restoration Plans and Specifications – 35%

Task 4.1a. 35% Watershed BMPs Plans and Specifications. Task 4.1b. 35% In-Lake Plans and Specifications. Consultant shall submit 35% complete preliminary drawings and technical specifications to the City, including an opinion of probable cost based on 35% drawings. Consultant shall meet (virtually) with the City and City identified Technical Advisory Team to present and discuss preliminary design.

Task 4.2: Watershed BMPs and In-Lake Restoration Plans and Specifications – 60%

Task 4.2a. 60% Watershed BMPs Plans and Specifications. Task 4.2b. 60% In-Lake Plans and Specifications. Consultant shall submit 60% complete preliminary drawings and technical specifications to the City, including an opinion of probable cost based on 60% drawings. Consultant shall meet with the City and City-identified Technical Advisory Team to present and discuss preliminary design.

Task 4.3: Watershed BMPs and In-Lake Restoration Plans and Specifications – 90%

Task 4.3a. 90% Watershed BMPs Plans and Specifications. Task 4.3b. 90% In-Lake Plans and Specifications. Consultant shall submit electronic copies of its pre-final, 90% complete, Contract Documents including drawings, technical specifications and cost estimates. Consultant shall meet (virtually) with the City and City-identified Technical Advisory Team to discuss 90% designs and any final changes needed for the final plan set and cost estimate.

Task 4.4: Watershed BMPs and In-Lake Restoration Plans and Specifications - Final

Task 4.4a. Final Watershed BMPs Plans and Specifications. Task 4.4b. Final In-Lake Plans and Specifications. Consultant shall incorporate City's and the City-identified Technical Advisory Team comments into the final version of the design contract documents. Consultant shall deliver one electronic pdf format copy, and one electronic DWG file format copy of the final plans. This final submission shall be signed and sealed, suitable for permitting and bidding. The final technical specifications shall include a detailed engineer's estimate of probable costs. Additionally, all permits required for construction shall be submitted with this plan set.

Task 5: Additional Services

Any such additional service shall be subject to the hourly rate(s) proposed by the Consultant as part of this response. Additional services may include, but are not limited to: work described in Task 1 through Task 4 associated with the project, given a City decision to pursue additional bidding, construction oversight, construction inspection, and deliverables for Phase 4 of the project. Claims made for reimbursement for these services under any resulting contract shall be subject to a work authorization approved by the City under the Contract for such additional services.

COST PROPOSAL:

Cost proposal information submitted for this proposal shall include:

1. Fixed Fee for all watershed and in-lake engineering design and permitting services.
2. Consultant Fees (hourly rates) for any negotiated services for bidding, construction oversight, construction inspection, and deliverables for Phase 4 of the project.

ADDITIONAL INFORMATION and OPTIONAL ON-SITE MEETING:

Available electronic resources related to Arbor Lake and Lake Nyanza are ready for download. You will need to have a Gmail account to access the Google Drive site holding the additional information. Alternatively, you can email Ben Dodd at; Ben.Dodd@dnr.iowa.gov to arrange for an alternative way to obtain supplemental information. The file name, hosted by the Iowa DNR, is located on a shared Google Drive Site, see URL below:

<https://drive.google.com/drive/folders/1k-s1TcsYp1siFiNOHrP-O8jCBDZZmAf3?usp=sharing>

If Consultants are interested in obtaining additional information, a Consultant information meeting has been scheduled 2 PM, May 20, 2025, at City Hall, in Grinnell, Iowa. The meeting will include a brief presentation on the scope of the project and possibly a tour of some of the project element sites.

CONTRACT:

Should the City of Grinnell determine that is able to enter into a contract, it shall be the Consultant's responsibility to provide City with two (2) signed contracts which shall incorporate, by reference, this RFP along with a defined scope of work based on the submitted proposal and a certificate of insurance meeting the insurance requirements outlined in this Request for Proposal under "Minimum Insurance Requirements". The City of Grinnell reserves the right to incorporate standard contract provisions into any contract negotiated, if any, as a result of any proposals submitted in response to this RFP. After approval from the City's attorney, City of Grinnell will then sign the contracts and mail one completed original to the Consultant.

Should the City of Grinnell determine that it is unable to enter into a contract with the highest ranked Consultant, for any reason, it reserves the right to formally terminate negotiations and either undertake negotiations with the next highest ranked Consultant or re-advertise for proposals.

The contract(s) entered into between the City and the successful Consultant shall describe the general formatting requirements of final design and contracting documents that will be used by the City to advertise and let the associated improvements. All drawings, specifications, and plans will become property of the City. All final "as-built" drawings must use the most up-to-date versions of software (e.g. Auto Cad, Adobe PDF & Microsoft Office Suite).

This entire document, including all attachments, shall be considered as binding, part of the contract and must meet or exceed the specifications set forth in this Request for Proposal (RFP).

INSURANCE REQUIREMENTS:

The company shall maintain adequate liability insurance in form(s) and amount(s) sufficient to protect City of Grinnell, its agencies, its employees, its clients and the general public against loss, damage and/or expense related to performance under this agreement.

Upon submitting the contract, the company shall provide a Certificate of Insurance pursuant to the requirements set forth in the "Minimum Insurance Requirements" section of the RFP. In the event the insurance coverage is canceled or modified in any way, City of Grinnell must be notified immediately. If at any time during the contract period the company fails to maintain the minimum insurance coverage, the contract may be canceled at City of Grinnell's option. There shall be no cost to the City for any required insurance coverage or certification.

TIMELINE:

Consultants should propose a timeline for implementation and project milestones for watershed and in-lake engineering design services as a part of their response to this request for proposals. The Consultant shall submit completed documents and all supporting materials to City of Grinnell.

CONSULTANT SELECTION PROCEDURES:

City of Grinnell will evaluate all proposals submitted in response to this request. Each proposal will be evaluated and ranked based upon factors listed in the “Selection Criteria” section of the RFP.

NONDISCRIMINATION:

In accordance with Title VI of the Civil Rights Act of 1964, Title 49, Code of Federal Regulations, the City of Grinnell must ensure that qualified disadvantaged business enterprises (DBE's) are afforded full opportunity to submit proposals in response to this request; and further that no person will, on the grounds of race, color or national origin be excluded from participation in any program or activity for which City of Grinnell is receiving financial assistance.

GENERAL TERMS AND CONDITIONS

LANGUAGE, WORDS USED INTERCHANGEABLY - The word "CITY" refers to the CITY OF GRINNELL, IOWA throughout these Instructions to Bidders and General Terms and Conditions. Similarly, BIDDER refers to the person or company submitting an offer to sell its goods or services to the CITY. The words QUOTATION, BID and PROPOSAL are all offers from a BIDDER, but may represent different methods of obtaining price and other information from the BIDDER.

BID TABULATION AVAILABILITY - Bids will be evaluated promptly after opening. After award, a bid tabulation summary will be sent to all companies who submitted a bid or returned a Statement of No Bid. BID RESULTS WILL NOT BE GIVEN OVER THE TELEPHONE. No Bid may be withdrawn for a period of sixty (60) calendar days of the Bid Opening date.

BIDDER QUALIFICATIONS - No Bid shall be accepted from, and no contract will be awarded to, any person, firm or corporation that is in arrears to the City upon debt or contract, that is a defaulter, as surety or otherwise, upon any obligation to the City, or that is deemed irresponsible or unreliable by the City. If requested, Bidders shall be required to submit satisfactory evidence that they have a practical knowledge of the particular supply/service bid and that they have the necessary financial resources to provide the proposed supply/service as described in the attached Technical Proposal specifications.

SPECIFICATION DEVIATIONS BY THE BIDDER - Any deviation from this specification MUST be noted in detail, and submitted in writing. Completed specifications should be attached for any substitutions offered, or when amplifications are desirable or necessary. The absence of the specification deviation statement and accompanying specifications will hold the Bidder strictly accountable to the specifications as written herein. Failure to submit this document of specification deviation, if applicable, shall be grounds for rejection of the item when offered for delivery. If specifications or descriptive papers are submitted with Bids, the Bidder's name should be clearly shown on each document.

BIDDER REPRESENTATION - Each Bidder must sign the Bid with his/her usual signature and shall give his/her full business address.

COLLUSIVE BIDDING – The Bidder certifies that the bid submitted by said Bidder is done so without any previous understanding, agreement or connection with any person, firm, or corporation making a bid for the same contract, without prior knowledge of competitive prices, and it is, in all respects, fair, without outside control, collusion, fraud or otherwise illegal action.

BROCHURES – Bids may include adequate brochures and advertising literature describing the service offered in such fashion as to permit ready comparison with our specifications where applicable.

SPECIFICATION CHANGES, ADDITIONS AND DELETIONS – All changes in Bid documents shall be through written addendum and furnished to all Bidders. Verbal information obtained otherwise will not be considered in awarding of Bids.

BID CHANGES – Bids amendments thereto or withdrawal requests received after the time advertised for Bid Opening will be void regardless of when they were mailed.

HOLD HARMLESS AGREEMENT –The outside party shall indemnify and hold harmless City of Grinnell, its agents and employees, from and against all claims, damages, losses and expenses including attorneys’ fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense:

- a) is attributable to bodily injury, sickness, disease or death, or to the damage to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and
- b) is caused in whole or in part by any negligent act or omission of the outside party or its subConsultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.
- c) Each contract/agreement shall contain the following language (when applicable): Consultant/Permittee/Licensee agrees that for all work done in the city road right of ways, easements and city property, it shall be solely responsible for work zone safety and shall hold the City harmless and agree to indemnify the City for all claims that arise from its work in the right of way, and further, it agrees that it will adhere to the Manual on Uniform Traffic Control Devices during the project.

COMPLETION DATE – The completion as stated in the Bid Form shall be the time required to complete project after the award of the Contract. Where multiple items appear on a Bid request, the Bidder shall, unless otherwise stated by the City, show the completion date for each item separately. If only a single completion date is shown, it will mean that all tasks of the project included in the Bid can and will be delivered on or before the specified date. The Bidder agrees that the project will be completed in the time stated, assuming that the time between the Bid Opening and the Notice to Proceed does not exceed the number of days so stipulated. The right is reserved to reject any Bid in which the completion time indicated is considered sufficient to delay the operational needs for which the service is intended.

BID REJECTION OR PARTIAL ACCEPTANCE – The City reserves the right to reject any or all Bids. The City further reserves the right to waive technicalities and formalities in Bids, as well as to accept in whole or in part such Bids where it is deemed advisable in protection of the best interests of the City.

BID CURRENCY/LANGUAGE – All Bid prices shall be shown in US Dollars (\$). All prices must remain firm for the duration of the contract regardless of the exchange rate. All bid responses must be submitted in English.

PAYMENTS – Payments will be made for all goods/services delivered, inspected and accepted within 30 days and upon receipt of an original invoice.

MODIFICATION, ADDENDA AND INTERPRETATIONS – Any apparent inconsistencies, or any matter requiring explanation or interpretation, must be inquired into by the Bidder in writing at least 72 hours (excluding weekends and holidays) prior to the time set for the Bid Opening. Any and all such interpretations or modifications will be in the form of written addenda. All addenda shall become part of the contract documents and shall be acknowledged and dated on the Signature Page.

LAWS AND REGULATIONS – All applicable State of Iowa and federal laws, ordinances, licenses and regulations of a governmental body having jurisdiction shall apply to the award throughout as the case may be, and are incorporated here by reference.

TELEGRAPHIC/ELECTRONIC BID SUBMITTAL – Telegraphic and/or bid offers sent by electronic devices (e.g. facsimile machines) are not acceptable and will be rejected upon receipt. Proposing firms will be expected to allow adequate time for delivery of their bid either by airfreight, postal service, or other means.

MISCELLANEOUS – The City reserves the right to reject any and all bids or parts thereof. The City reserves the right to inspect Bidder's facilities prior to the award of this bid. The City reserves the right to negotiate optional items with the successful Bidder.

MODIFICATION OF AGREEMENT – No modification of award shall be binding unless made in writing and signed by the City.

CANCELLATION – Either party may cancel the award in the event that a petition, either voluntary or involuntary, is filed to declare the other party bankrupt or insolvent or in the event that such party makes an assignment for the benefit of creditors.

TERMINATION OF AWARD FOR CAUSE – If, through any cause, the successful Bidder shall fail to fulfill in a timely and proper manner its obligations or if the successful Bidder shall violate any of the covenants, agreements or stipulations of the award, the City shall thereupon have the right to terminate the award by giving written notice to the successful Bidder of such termination and specifying the effective date of termination. In that event, and as of the time that notice is given by the City, all finished or unfinished services, reports or other materials prepared by the successful Bidder shall, at the option of the City, become its property, and the successful Bidder shall be entitled to receive compensation for any satisfactory work completed, prepared documents or materials as furnished. Notwithstanding the above, the successful Bidder shall not be relieved of liability to the City for damage sustained by the City by virtue of breach of the award by the successful Bidder. The City may withhold any payments to the successful Bidder for the purpose of set-off until such time as the exact amount of damages due the City from the successful Bidder is determined.

TERMINATION OF AWARD FOR CONVENIENCE – The City may terminate the award at any time by giving written notice to the successful Bidder of such termination and specifying the effective date thereof, at least sixty (60) working days before the effective date of such termination. In that event, all finished or unfinished services, reports, materials(s) prepared or furnished by the successful Bidder or under the award shall, at the option of the City, become its property. If the award is terminated due to the fault of the successful Bidder, termination of award for cause relative to termination shall apply. If the award is terminated by the City as provided herein, the successful Bidder will be paid an amount as of the time notice is given by the City which bears the same ratio to the total compensation as the services actually performed bear to the total services the successful Bidder covered by the award, less payments of compensation previously made.

FORCE MAJEURE – For the purpose hereof, force majeure shall be any of the following events: acts of God or the public enemy; compliance with any order, rule, regulation, decree, or request of any governmental authority or agency or person purporting to act therefore; acts of war, public disorder, rebellion, terrorism, or sabotage; floods, hurricanes, or other storms; strikes or

labor disputes; or any other cause whether or not of the class or kind specifically named or referred to herein not within the reasonable control of the party affected.

A delay in or failure of performance of either party shall not constitute a default hereunder nor be the basis for, or give rise to, any claim for damages, if and to the extent such delay or failure is caused by force majeure.

The party who is prevented from performing by force majeure (i) shall be obligated, within a period not to exceed fourteen (14) days after the occurrence or detection of any such event to give notice to the other party setting forth in reasonable detail the nature thereof and the anticipated extent of the delay, and (ii) shall remedy such cause as soon as reasonably possible.

ASSIGNMENT – Bidder shall not assign this order or any monies to become due hereunder without the prior written consent of the City. Any assignment or attempt at assignment made without such consent of the City shall be void.

EQUAL OPPORTUNITY – The successful firm agrees not to refuse to hire, discharge, promote, demote, or to otherwise discriminate in matters of compensation against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry or physical handicap.

TITLE VI – City of Grinnell, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

TIME PERIOD – Prices are to be honored for the time period stated in your response on the Signature Page.

EXTENSION – Any or all of the awards made as a result of this Request for Bid may be extended for an additional period of time, up to one year, if mutually agreed between the parties.

FOB POINT – In terms of loss or damage, as well as where title to the goods is passed, please quote FOB – Destination.

METHOD OF AWARDING/QUOTING – The City reserves the right to make awards based on the entire bid or on an individual basis. However, if you offer your bid based on an “all or none” condition, the City may consider your bid non-responsive and reject the entire bid.

TAXES – The City of Grinnell is exempt from sales tax and certain other use taxes. Any charges for taxes from which the City is exempt will be deducted from invoices before payment is made.

BID INFORMATION IS PUBLIC – All documents submitted with any bid or proposal shall become public documents and subject to Iowa Code Chapter 22, which is otherwise known as the “Iowa Open Records Law.” By submitting any document to the City of Grinnell in connection with a bid or proposal, the submitting party recognized this and waives any claim against the City of Grinnell and any of its officers and employees relating to the release of any document or information submitted. Each submitting party shall hold the City of Grinnell and its officers and employees harmless from any claims arising from the release of any document or information made available to the City of Grinnell arising from any bid opportunity.

NO GIFT STANDARD – The City of Grinnell is committed to upholding the highest ethical standards in all of our business practices. This standard recognizes the need to avoid even the perception of improper gifts or favors to employees. Therefore, we ask all vendors to abide by our “No Gift” standard. The “No Gift” standard also applies to all offers of discounts or free items at any place of business targeted toward a City employee and not available to the general public, regardless of the value.

ACCURACY OF BID – It is the bidder’s responsibility to determine the bid price based on the bidder’s own evaluation of the space to be covered and the work to be done. Accuracy is the bidder’s responsibility.

MINIMUM INSURANCE REQUIREMENTS

- A. At all times during the contract/agreement the outside party will carry and maintain, at the outside party's expense, the following insurance:
1. Commercial General Liability Insurance Policy, including but not limited to, insurance for premises construction operations (when applicable), contractual liability, completed operations with respect to liability arising out of the ownership, use, occupancy, or maintenance of the premises and all areas appurtenant, thereto, to afford protection with respect to bodily injury, personal injury, death or property damage of not less than One Million Dollars (\$1,000,000) per occurrence combined single limit/Two Million Dollars (\$2,000,000) general aggregate.
 2. Umbrella Liability Policy – The City requires liability limits of \$1,000,000 as determined through collaboration with the City Attorney and the Risk Assessment Manager.
 3. Automobile Liability Insurance Policy with limits for each occurrence of not less than One Million Dollars (\$1,000,000) Combined Single Limit with respect to bodily injury, property damage or death.
 4. Workers Compensation Insurance Policy or similar insurance in form and amounts required by law.
- B. Should the bid require professional service elements (e.g. architectural, engineering, technology, software, health care, legal or professional system designs), the outside party may be required to carry professional errors and omissions coverage with a limit for each claim of not less than One Million Dollars (\$1,000,000).
- C. Coverage must be maintained by a financially stable carrier with a minimum AM Best rating of A-. It will be the outside party's responsibility to provide proof of its carrier's rating.
- D. The outside party shall agree to the following:
1. City of Grinnell will be named as an additional insured, on a primary and non-contributory basis, with respect to all general and automobile insurance policies and each such carrier will provide a waiver or subrogation in favor of City of Grinnell.
 2. Should the project require electronic communications, storage, records, or record-keeping (including, but not limited to, email, web-based interface usage, electronically stored records or designs, or other electronic or online communications), City of Grinnell will require a Cyber Liability Insurance Policy

with limits not less than One Million Dollars (\$1,000,000) per occurrence and City of Grinnell will be listed as additional insured.

3. Should the project require removal, cleanup, installation, or other disturbance of hazardous substances, City of Grinnell will require an Environmental/Pollution Insurance Policy with limits not less than One Million Dollars (\$1,000,000) per occurrence and City of Grinnell will be listed as additional insured.
4. Certificate of insurance will be submitted to the Board of Supervisors' Office prior to commencement of the contract/agreement and shall include the thirty-day notice of cancellation provision. If the outside party fails to perform any of its obligations under the City's Insurance and Policy Requirements, City of Grinnell reserves the right to either purchase the required insurance coverage and assess the cost directly to the outside party, or to declare the outside party's bid invalid.
5. Hold Harmless Agreement – The outside party shall indemnify and hold harmless City of Grinnell, its agents, and employees from and against all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from the performance of work, provided that any such claim, damage, loss or expense:
 - a. is attributable to bodily injury, sickness, disease or death, or to the damage to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and
 - b. is caused in whole or in part by any negligent act or omission of the outside party or its subConsultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable regardless of whether or not it is caused in part by a party indemnified hereunder.

PROPOSAL SELECTION CRITERIA

Name of Firm: _____

Selection Criteria Used to Guide the Ranking Process

1. Firm and Individual Qualifications

Services to be provided

Qualifications and experience of principals and key personnel

2. Experience Considerations

Specific project type experience

Similar project types (complexity, size, etc.)

References from similar projects

3. Ability to Perform Work

Availability of staff

Other Considerations

Services to be provided by other Consultants

4. Quality and Thoroughness of Proposal

5. Cost Estimate

Note: The Cost Estimate to perform the services is considered with evaluation criteria 1 through 4 in the ranking process. The selected firm will be engaged in negotiations for a formal agreement of services and contract after the final scope of services has been developed. The final contract amount should not vary by more than 10% from what is proposed in this proposal. In the event a formal agreement and contract cannot be negotiated with the selected firm, BHCC reserves the right to negotiate with another qualified firm associated with this RFP or reject all proposals.



**GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MAY 19, 2025, AT 6:15 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY
HALL AND VIA ZOOM**

Join Zoom Meeting

<https://zoom.us/j/93280630537?pwd=y8JTfJ7jFwf7kaAOTnu8MZRm6BVOaa.1>

Meeting ID: 932 8063 0537

Passcode: 883118

Find your local number: <https://zoom.us/u/acx4W6EAi1>

TENTATIVE AGENDA

ROLL CALL: Bly (Chair), Wray, Hart.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider approval of a resolution approving the sale of certain real property located at 313 East Street. (See Resolution No. 2025-77)

INQUIRIES:

ADJOURNMENT:

RESOLUTION NO. 2025-77

A RESOLUTION APPROVING THE SALE OF CERTAIN REAL PROPERTY

WHEREAS, the City Council scheduled a hearing for the 19th day of May 2025, to make its final determination on the proposal to sell certain real property; and

WHEREAS, said public hearing was held and all comments and objections were duly considered; and

WHEREAS, the City Council determined that the city's best interests would be served by selling such real property; and

NOW, THEREFORE, upon a motion duly made by Council member_____, seconded by Council member_____, and properly carried, it is hereby **RESOLVED**:

1. That the City of Grinnell, Iowa proposes to sell the following described property, to-wit: (313 East Street):

313 EAST ST., GRINNELL IA 50112, ANDREWS LOT 7 & N 15' LOT 8 BLOCK 1

2. That such property shall be sold to Rick and Heather Maas for \$3,000.00 and the buyer's other obligations under the proposed terms of a real estate purchase agreement.

3. That the proposed real estate purchase agreement is hereby accepted and the Mayor and City Clerk are hereby authorized to execute the purchase agreement and other documents related to completing the conveyance of the real estate.

4. That the City Attorney will be directed to prepare all necessary documents to complete the contemplated sale.

Dated this 19th day of May 2025.

DAN F. AGNEW, MAYOR

ATTEST:

ALYSSA DEVIG, CITY CLERK

From: Rick & Heather Maas
629 Highway 6
Grinnell, IA 50112

To: Grinnell City Council
520 4th Avenue
Grinnell, IA 52211



Honorable Members of the City Council of Grinnell,

We are very interested in purchasing the vacant lot at 313 East Street in Grinnell. Our plan is to build a condominium-style twin home with a shared interior wall. East Street is a major travel corridor in Grinnell, and we believe this new style build will be suited perfectly for this lot and its dimensions. The alley access behind the building will allow garage access from the rear with the front of the home facing East Street.

The proposed home build features two 1200-1400 square foot units with 3 bedrooms, 1 $\frac{3}{4}$ baths and a 2-stall garage for each unit. These units will require applying for a city subdivision of parcel approval and a survey to divide the lot. We feel this plan maximizes the use of the property and will potentially double the value and tax contribution of the property.

This property is close to the Grinnell Garden Cottage subdivision, Lake Nyanza and the Grinnell Middle School. We feel that a property like this will fit perfectly in that area. These proposed twin homes will be zero entry and will be accessible for any buyer that has a need for easy access to move about the home.

We have financing in place and will have materials ready when needed. We believe this will be a 6-month project. Our goal is to start the project in September 2025 and have the homes completed and ready to sell in March 2026.

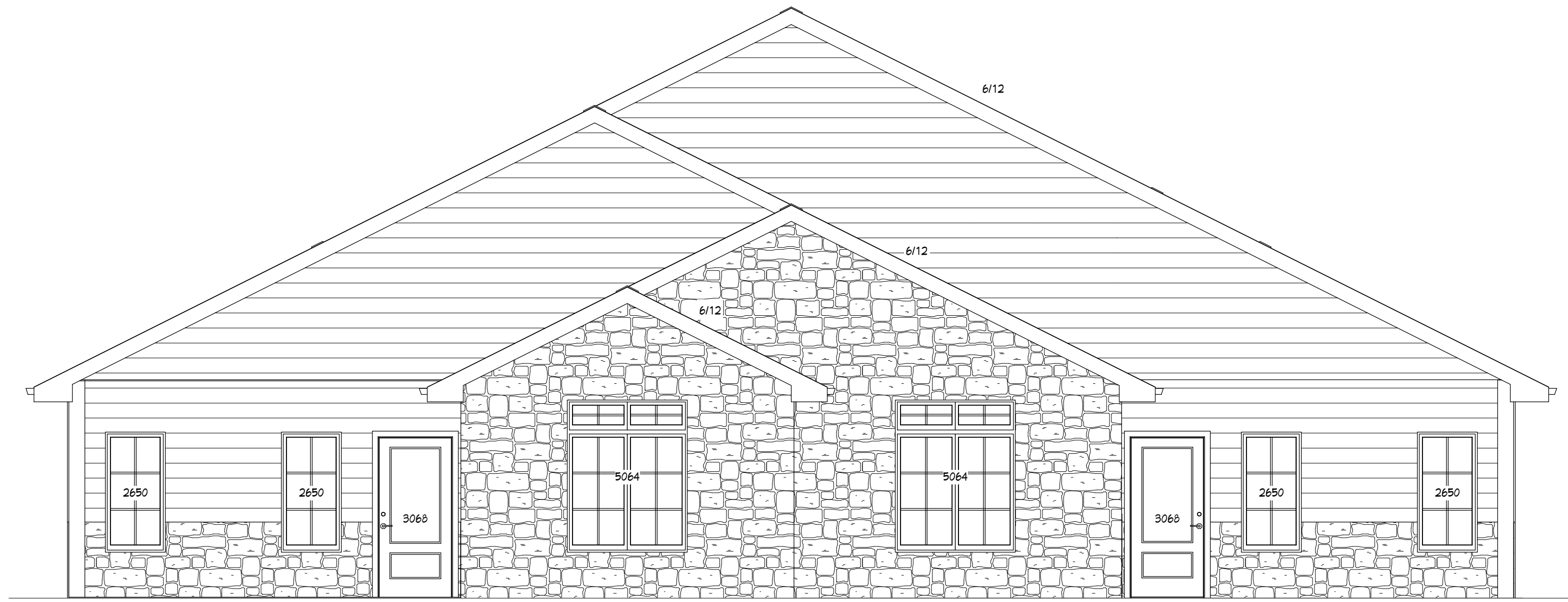
We have attached a plan that we feel will be best suited for this lot. This plan may change a bit but will be close to what we want to build.

We are offering the City of Grinnell \$3000.00 for the vacant lot at 313 East Street.

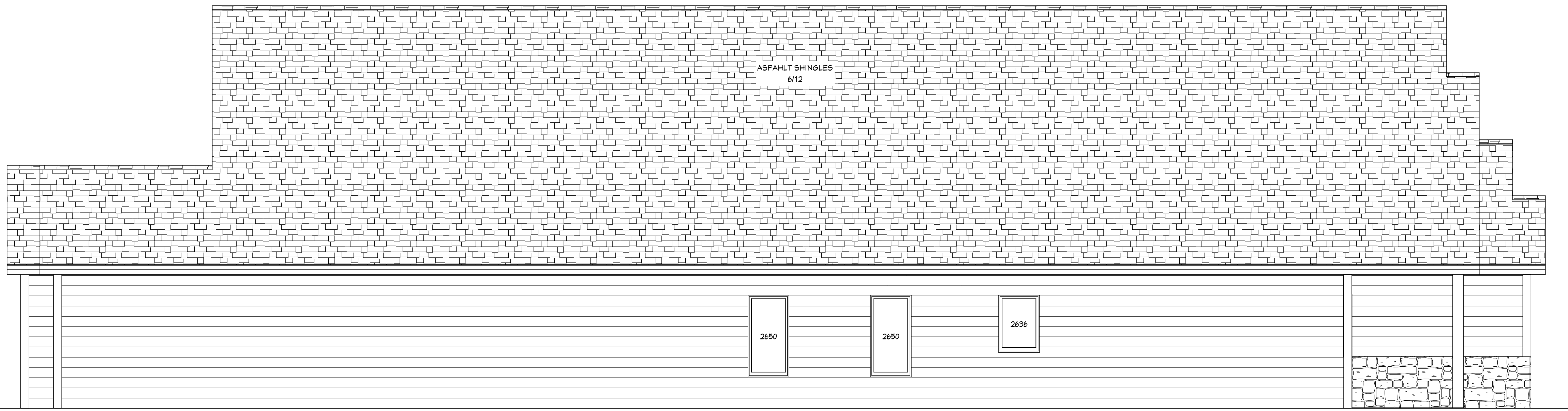
Thank you for your consideration,

Rick & Heather Maas

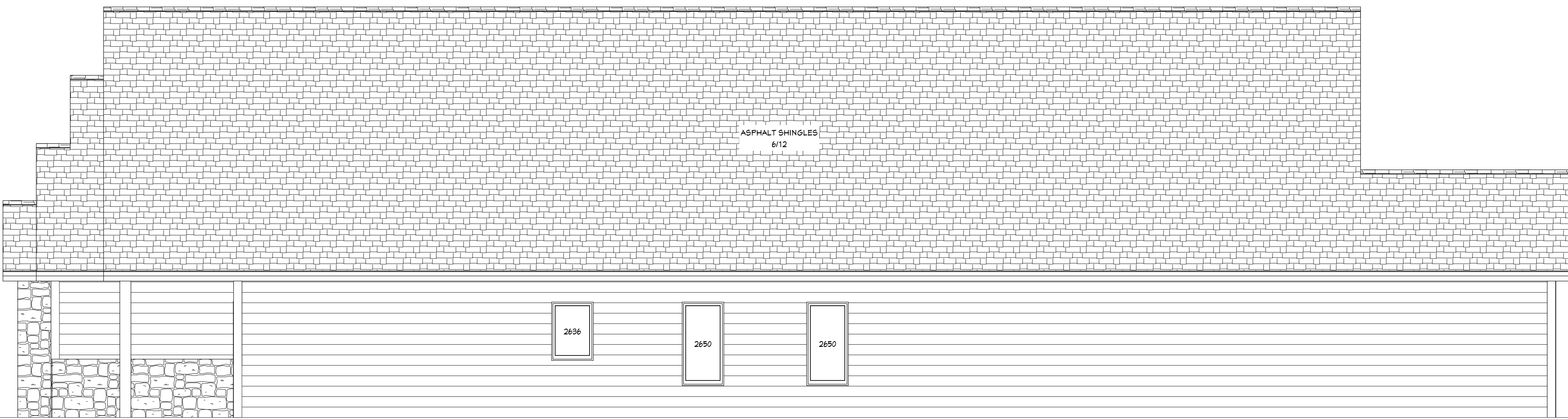
Up Top Construction



FRONT ELEVATION
1/4"=1/0



LEFT ELEVATION
1/4"=1/0



RIGHT ELEVATION
1/4"=1/0



REAR ELEVATION
1/4"=1/0

PRELIMINARY PLAN NOT FOR CONSTRUCTION

A UNIT
1780 SQ. FT.

B UNIT
1780 SQ. FT.



PROJECT:
EAST STREET DUPLEX

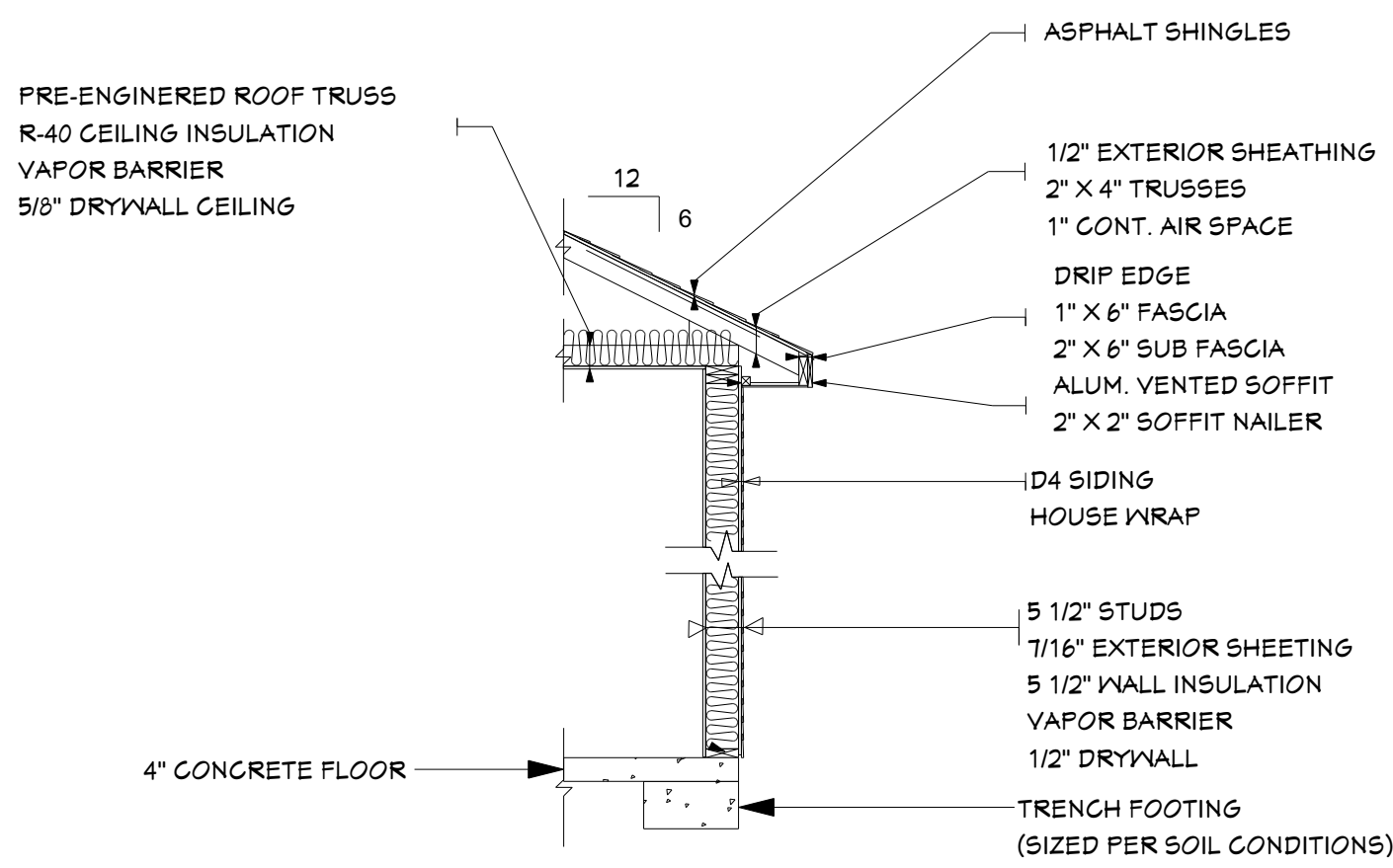
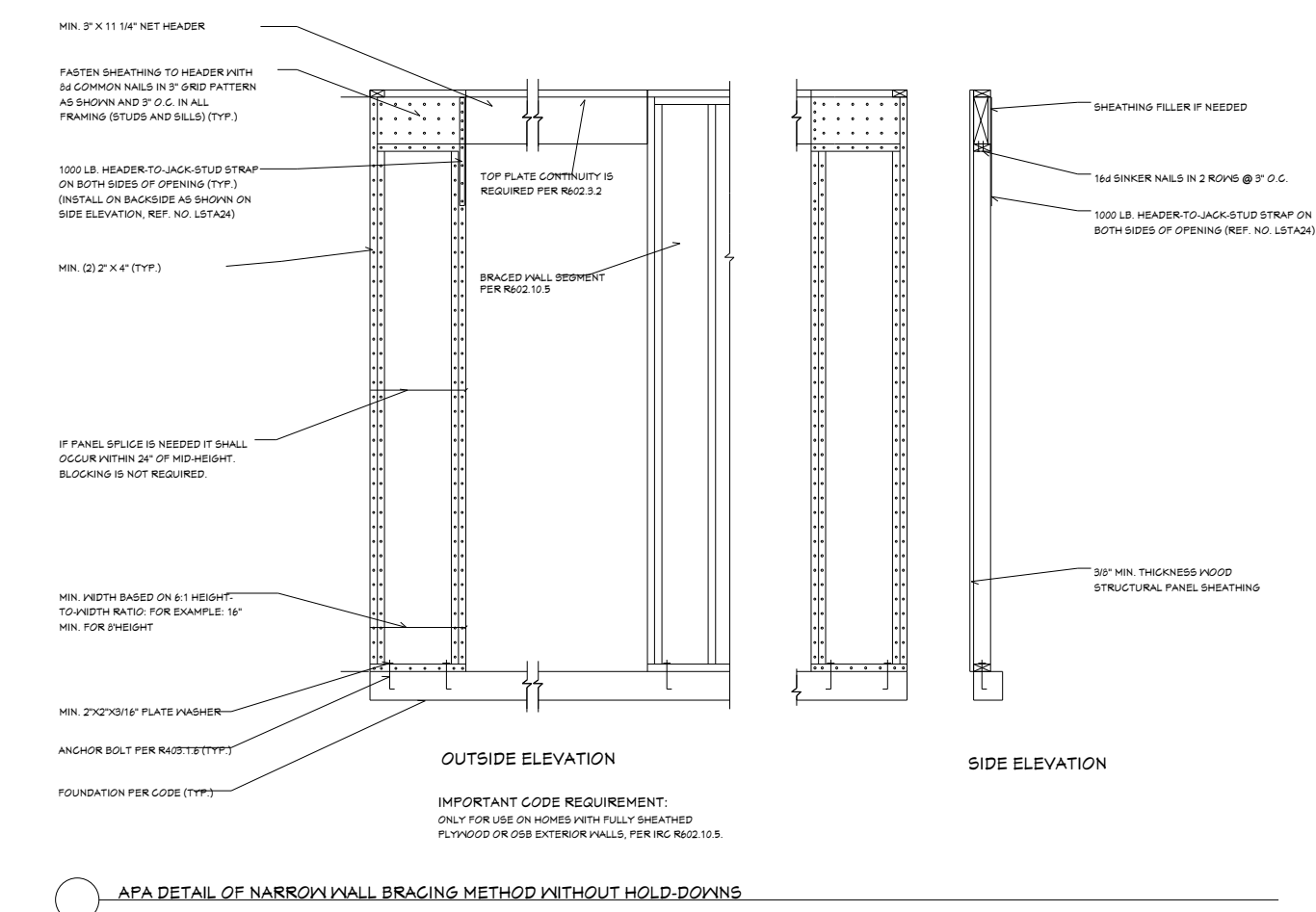
BUILDER:
BROOKLYN LUMBER

DISCLAIMER
THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES ARE NOT ARCHITECTS OR ENGINEERS AND CONSTRUCTION FROM THESE PLANS SHOULD NOT BE UNDERTAKEN WITHOUT THE ASSISTANCE OF A CONSTRUCTION PROFESSIONAL. THE PURCHASER AND BUILDER OF THIS PLAN RELEASES THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES FROM ANY CLAIMS OR LAWSUITS THAT MAY ARISE DURING THE CONSTRUCTION OF THIS STRUCTURE OR ANY THEREAFTER. ADDITIONALLY, THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES ARE UNABLE TO ACCEPT ANY LIABILITY FOR THE ACCURACY OR OVERALL INTENSITY OF THESE DRAWINGS. THEREFORE THE BUILDER MUST CAREFULLY INSPECT ALL DIMENSIONS AND DETAILS IN THESE DRAWINGS AND ASSUME RESPONSIBILITY FOR THE SAME.
THIS DRAWING IS THE PROPERTY OF THOMPSON DRAFTING. YOU HEREBY AGREE AND UNDERSTAND THAT YOU WILL IN ANY WAY UTILIZE, COPY, REPRODUCE OR TAKE ADVANTAGE OF THE DRAWINGS OR ANY PART OF THEM PRIOR TO OUR WRITTEN CONSENT. SHOULD ANY CONTRAVENTION OCCUR, THE ONUS SHALL BE ON YOU TO PROVE THAT YOU HAVE NOT BE IN BREACH.

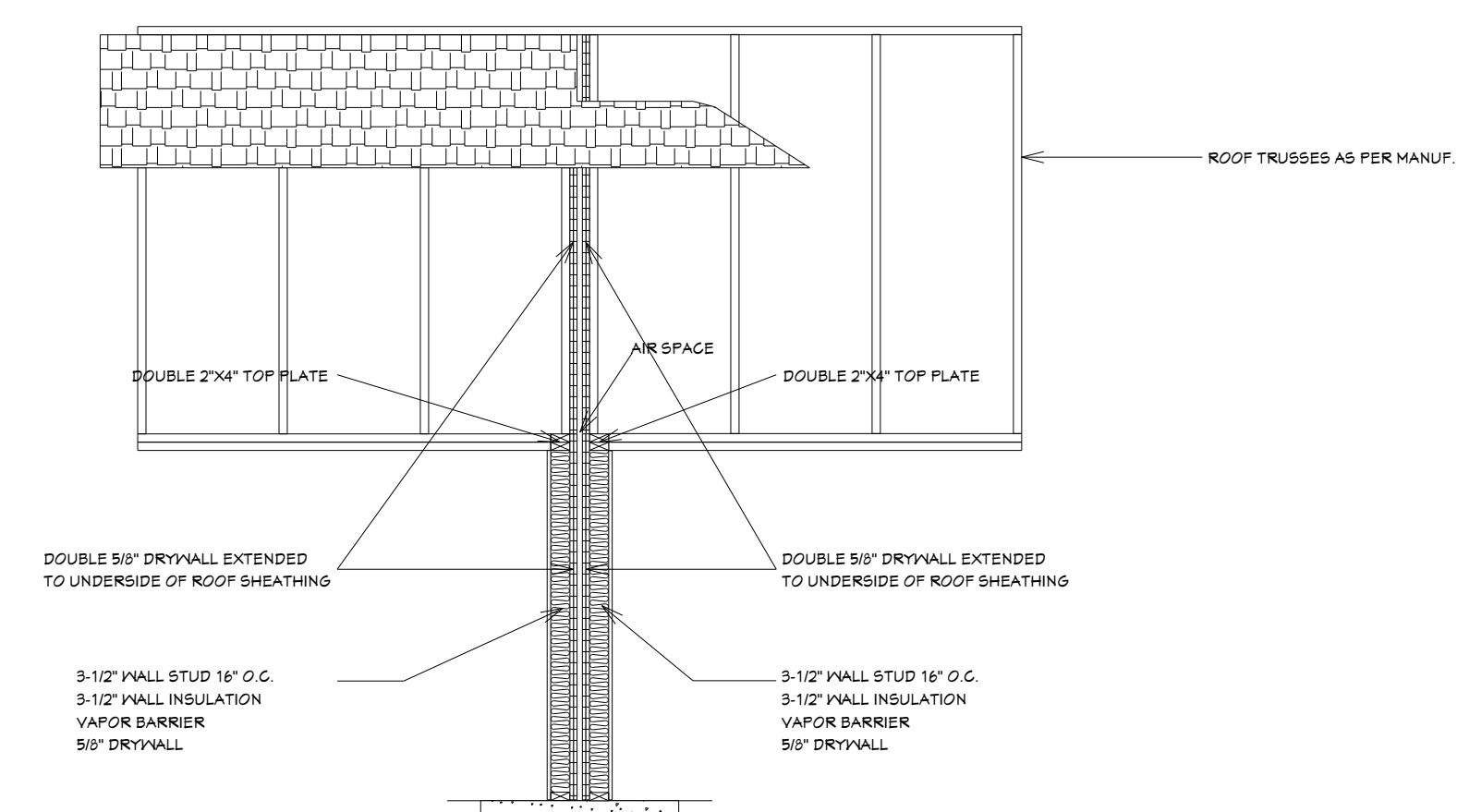
DATE: 4/17/2025

PAGE
1 OF 2

REVISION DATE
4/20/2025



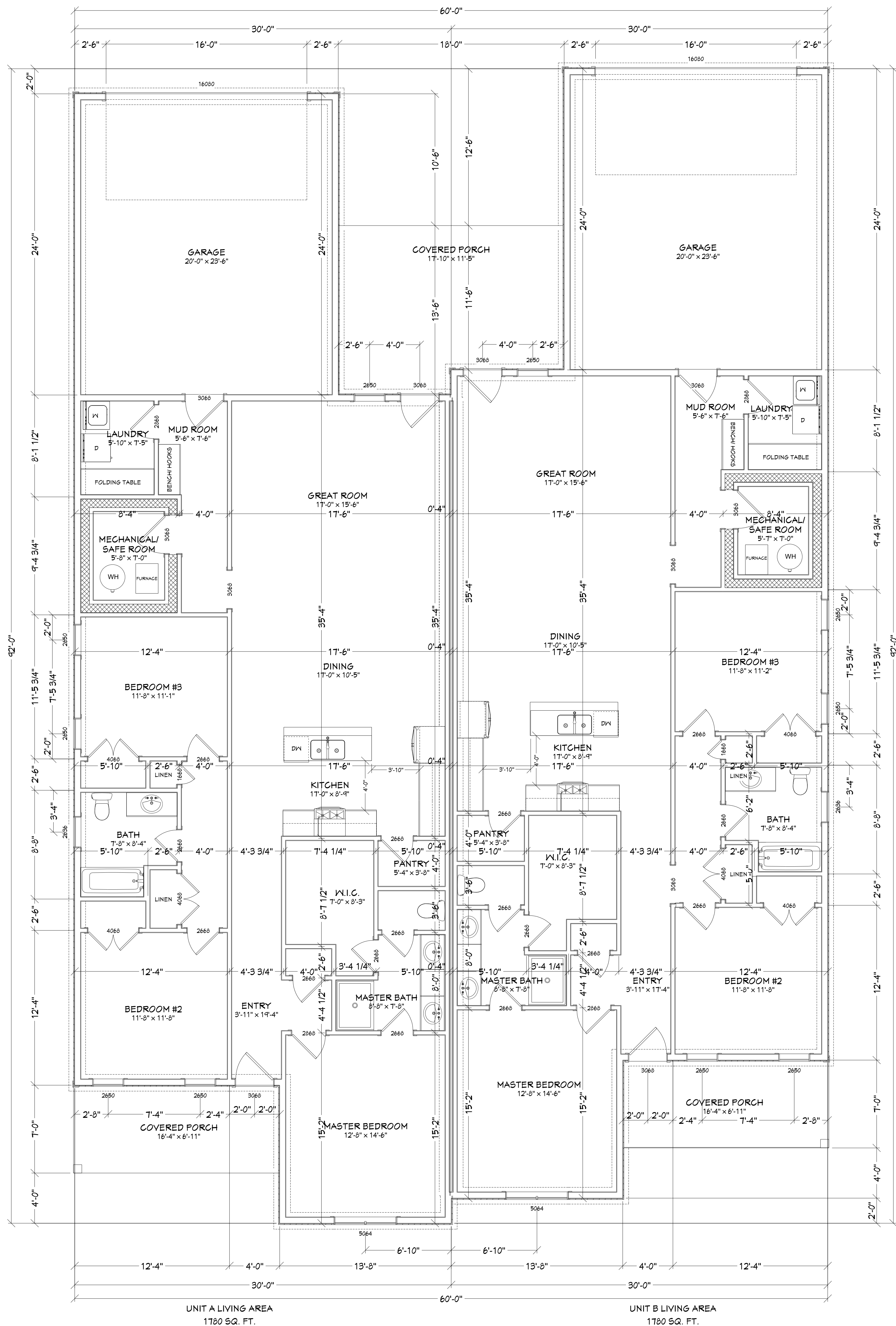
1-Story on Slab Section



1 HOUR COMMON WALL DETAIL

NOTES:

- *TEMPERED GLASS WHERE REQUIRED.
- *EXHAUST FANS IN ALL BATH AND LAUNDRY AREAS UNLESS WINDOW IN ROOM.
- *SMOKE DETECTORS ON ALL FLOORS WIRED TOGETHER.
- *FOOTINGS MIN. 42" BELOW GRADE.
- *VENTILATION:15QST. OF VENTILATION FOR EVERY 300 SQFT. OF ATTIC SPACE.
1/2 INTAKE-1/2 EXHAUST.
- *DOUBLE 2X10 DOUGLES FIR ON ALL HEADERS.



PRELIMINARY PLAN NOT FOR CONSTRUCTION

A UNIT
1780 SQ. FT.

B UNIT
1780 SQ. FT.



PROJECT:
EAST STREET DUPLEX

BUILDER:
BROOKLYN LUMBER

DISCLAIMER

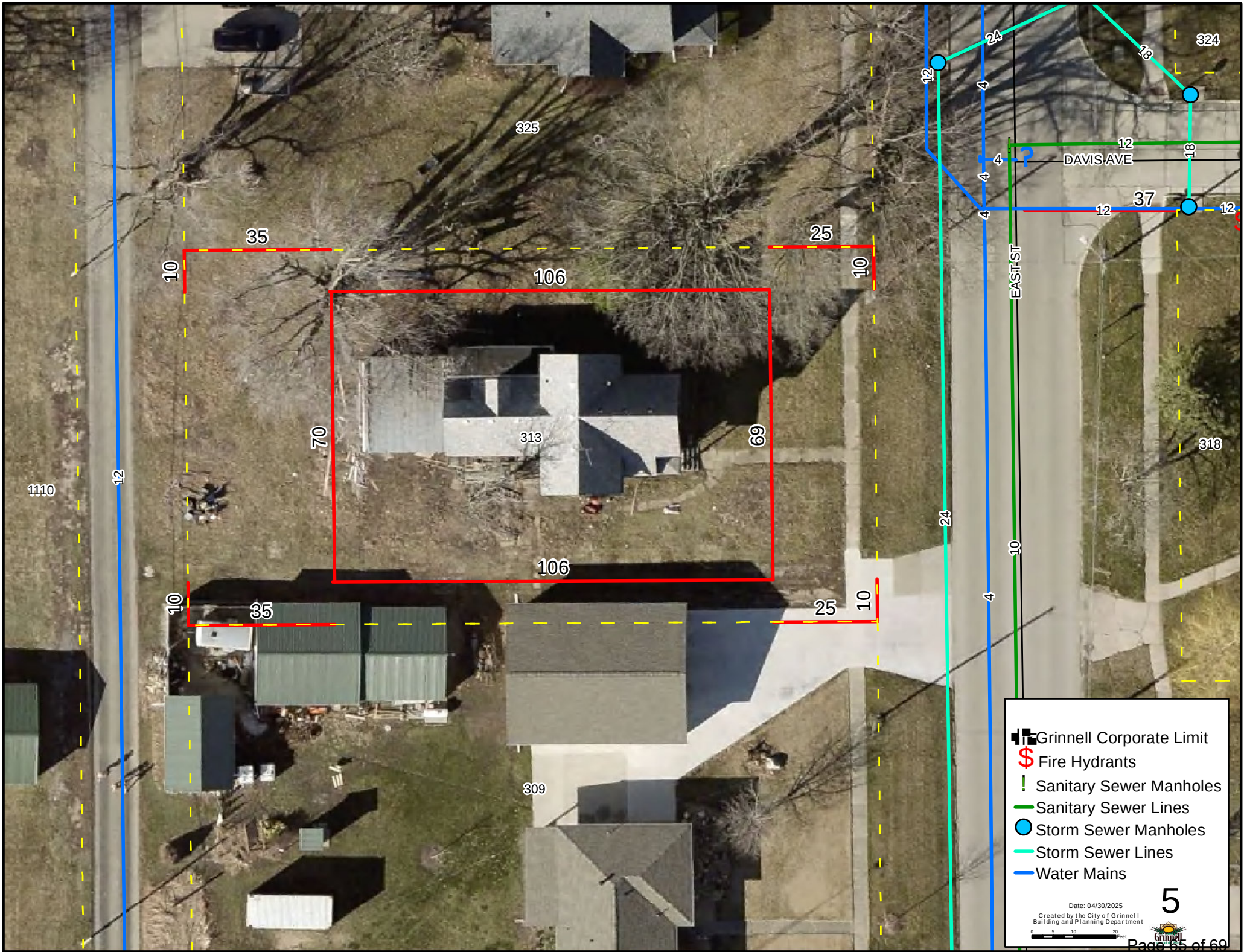
THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES ARE NOT ARCHITECTS OR ENGINEERS AND CONSTRUCTION FROM THESE PLANS SHOULD NOT BE UNDERTAKEN WITHOUT THE ASSISTANCE OF A REGISTERED PROFESSIONAL. THE ARCHITECT AND BUILDER OF THIS PLAN RELEASES THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES FROM ANY CLAIMS OR LAWSUITS THAT MAY ARISE DURING THE CONSTRUCTION OF THIS STRUCTURE OR ANY THEREAFTER. ADDITIONALLY, THOMPSON DRAFTING, ITS OFFICERS, OWNERS, & EMPLOYEES ARE UNABLE TO ACCEPT ANY LIABILITY FOR THE ACCURACY OR OVERALL INTENSITY OF THESE DRAWINGS. THEREFORE THE BUILDER MUST CAREFULLY INSPECT ALL DIMENSIONS AND DETAILS IN THESE DRAWINGS AND ASSUME RESPONSIBILITY FOR THE SAME.

THIS DRAWING IS THE PROPERTY OF THOMPSON DRAFTING. YOU HEREBY AGREE AND UNDERSTAND THAT YOU WILL IN ANY WAY UTILITY, COPY, REPRODUCE OR TAKE ADVANTAGE OF THE DRAWINGS OR ANY PART THEREOF PRIOR TO OUR WRITTEN CONSENT. SHOULD ANY CONTRAVENTION OCCUR, THE DUE SHALL BE ON YOU TO PROVE THAT YOU HAVE NOT BEEN IN BREACH.

DATE: 4/17/2025

PAGE
2 OF 2

REVISION DATE
4/20/2025



Grinnell Corporate Limit

Fire Hydrants

Sanitary Sewer Manholes

Sanitary Sewer Lines

Storm Sewer Manholes

Storm Sewer Lines

Water Mains

Date: 04/30/2025

Created by the City of Grinnell
Building and Planning Department

5

Page 65 of 69

ORDINANCE NO. 1562

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO SEWER USER CHARGES

BE IT ENACTED by the City Council of the City of Grinnell, Iowa:

SECTION 1. SECTION MODIFIED. Section 99.05 of the Code of Ordinances of the City of Grinnell, Iowa is repealed, and the following adopted in lieu thereof:

99.05 RATES FOR SERVICE. Sewer services shall be furnished at the following monthly rates within the City:

Sewer Usage in Cubic Feet	Effective Dates		
	July 1, 2025 To June 30, 2026	July 1, 2026 To June 30, 2027	July 1, 2027 To June 30, 2028
Minimum Bill	\$5.48	\$5.64	\$5.81
>0 to 1,700	\$7.50 per 100 Cubic Feet	\$7.73 per 100 Cubic Feet	\$7.96 per 100 Cubic Feet
All Over 1,700	\$5.42 per 100 Cubic Feet	\$5.58 per 100 Cubic Feet	\$5.75 per 100 Cubic Feet

All meters will be converted to gallons and the following rate table will be used:

Sewer Usage in Gallons	Effective Dates		
	July 1, 2025 To June 30, 2026	July 1, 2026 To June 30, 2027	July 1, 2027 To June 30, 2028
Minimum Bill	\$5.48	\$5.64	\$5.81
>0 to 12,750	\$7.50 per 750 Gallons	\$7.73 per 750 Gallons	\$7.96 per 750 Gallons
All Over 12,750	\$5.42 per 750 Gallons	\$5.58 per 750 Gallons	\$5.75 per 750 Gallons

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the 2nd day of June 2025, and approved this 2nd day of June, 2025.

Dan F. Agnew, Mayor

ATTEST:

Alyssa Devig, City Clerk/Finance Director

1st Reading –
2nd Reading –
3rd Reading –

I certify that the foregoing was published as Ordinance No. 1562 on the 2nd day of June 2025.

Alyssa Devig, City Clerk/Finance Director

ORDINANCE NO. 1563

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA, BY AMENDING PROVISIONS PERTAINING TO CHAPTER 37.

Be It Enacted by the City Council of the City of Grinnell, Iowa:

37.14 EMERGENCY MEDICAL AND RESCUE SERVICE.

The department is authorized to provide emergency medical services, ambulance transportation, or rescue services, and the accidental injury and liability insurance provided for herein shall include such operation.

37.17 RATE ESTABLISHMENT.

Fees and charges for ambulance transportation and medical services shall be established by resolution of the City Council.

37.18 MEDICAL BILLING AND COLLECTIONS.

The use of emergency medical services will result in fees for treatment and/or transportation to the hospitalⁱ. Fees will be assessed based on rates and policiesⁱⁱ established by resolution of the Grinnell City Council. All fees and charges reasonably related to emergency medical services and ambulance transportation shall be payable upon presentation of a statement for said fees and charges to the user and/or recipient of the service, and shall be paid as directed by the City according to policies established by the City Council.

37.19 TRANSPORT SERVICE AGREEMENTSⁱⁱⁱ.

The fire department may enter into transport service agreements, or memorandums of understanding, with other authorized Emergency Medical Services, with the approval of City Council.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the 2nd day of June 2025, and approved this 2nd day of June 2025.

Mayor

ATTEST:

City Clerk

First Reading:

Second Reading:

Third Reading:

I certify that the foregoing was published as Ordinance No. 1563 on the 2nd day of June 2025.

City Clerk

ⁱ The phrasing of “treatment and/or transportation” is meant to provide options for high volume users who do not elect transport to the hospital. Our current department policy is to only assess fees for those who are transported to the hospital.

ⁱⁱ A collection policy, or payment plan policy can be drafted to provide further guidance.

ⁱⁱⁱ Transport agreements and MOUs are separate from 37.12 “Mutual Aid”, transport agreements are a part of the state code Chapter 132 Emergency Medical Services – Service Program Authorization as a way for EMS agencies to ensure they are able to provide coverage 24/7 for their district. MOUs are kept separate from both mutual aid and transport agreements as they are being used between GFD and other agencies to provide billing details for paramedic assistance.