

**AGENDA SESSION**  
**RENO COUNTY COMMISSION**  
**COMMISSION CHAMBERS OF COURTHOUSE**  
**Tuesday, October 15, 2019**  
**9:00 A.M.**

1. Call to Order
2. Pledge of Allegiance to the American Flag and Prayer
3. Public Comment on Items not on the Agenda. Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.
4. Commission and County Administrator Comments
5. Determine Additions to the Agenda. (Restricted to subject matters that were not known at the time of the agenda publication and to subject matters that require immediate Board discussion and/or action and which cannot be deferred to a later date.)
6. Consent Agenda (items considered routine for approval. If any commissioner or person in the audience would like further discussions or explanation of any item they may ask that it be removed from the consent agenda for additional consideration).
  - a. Vouchers (bills or payments owed by the county or related taxing units).
  - b. Letter of verification of funding for Department of Public Transportation to be used as match for U.S.C 49-5411 grant funding for State FY 2021 (July 1, 2020 – June 30, 2021).
  - c. Letter of authorization of Barbara Lilyhorn, Director of Public Transportation Department, as signatory for documents and certifications in regard to U.S.C. 49-5411 grant funding for State FY2021 and administered by Kansas Department of Transportation (July 1, 2020 – June 30, 2021).

**Action** – Motion to **approve** the Consent Agenda

\_\_\_\_\_Hirst      \_\_\_\_\_Sellers      \_\_\_\_\_Bush

7. Action Items
  - a. Proposal from Circle C Paving and Construction to mill, overlay and restripe the parking lots at the courthouse, Health Department, and the staff parking lot west of Youth Services for \$85,000.  
**Action** – Motion to **approve/not approve** a proposal from Circle C Paving and Construction to mill, overlay and restripe the parking lots at the courthouse, Health Department, and the staff parking lot west of Youth Services for \$85,000.

\_\_\_\_\_Hirst      \_\_\_\_\_Sellers      \_\_\_\_\_Bush

8. Additions to the agenda
9. Department Updates
  - a. Aging/Public Transportation
10. Adjournment



## AGENDA REQUEST

**AGENDA ITEM:**

Letter of verification of funding for Department of Public Transportation to be used as match for U.S.C 49-5411 grant funding FY 2021 ( July 1, 2010 - June 30, 2021)

**PRESENTED BY:**

Barbara Lilyhorn, Director of the Department of Aging & Public Transportation

**RECOMMENDED ACTION:**

Approve

**AGENDA DATE:**

October 15, 2019

**EXECUTIVE SUMMARY** *(Title or Description, Impact or Goal, Dollar Amount and Funding Source, and Timeframe). Please limit to four (4) sentences.*

Reno County Area Transportation is operated under a U.S.C. 49-5311 grant through the Federal Transportation Administration and administered by KDOT. Each year the grant application requires a letter of verification of the local match. The Reno County match monies are proportionally budgeted (based upon ridership) from the General Fund and the Elderly Mill Levy. This is a reimbursable grant that requires a verification of 50% match from the local partner.



RENO COUNTY COMMISSION  
206 West First Avenue  
Hutchinson, Kansas 67501  
620-694-2929

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Kansas Department of Transportation  
Dwight D. Eisenhower State Office Building  
700 S.W. Harrison Street  
Topeka, KS 66603-3754

October 15, 2019

To Whom It May Concern:

The Board of Reno County Commissioners has allocated \$145,000 from the dedicated mill levy for elderly services, \$355,000 from the County General Fund and \$195,000 from the County Employee Taxes & Benefit Fund to use as local match for the capital, administration and operating assistance budgets for the Kansas Department of Transportation application for Financial Assistance of Public Transportation Programs SFY 2021. These funds will be available to the 2020 Reno County Department of Aging and Public Transportation budget on and after January 1, 2020.

Sincerely,

Ron Hirst, Vice Chairman  
Reno County Board of Commissioners

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Ron Sellers  
District 1

Ron Hirst  
District 2

Bob Bush  
District 3



## AGENDA REQUEST

**AGENDA ITEM:** Letter of authorization of Barbara Lilyhorn, Director of the Public Transportation Department as signatory for documents and certifications in regard to U.S.C 49-5411 grant funding FY 2021 administered by KDOT ( July 1, 2010 - June 30, 2021).

**PRESENTED BY:** Barbara Lilyhorn, Director of the Department of Aging & Public Transportation

**RECOMMENDED ACTION:** Approve

**AGENDA DATE:** October 15, 2019

**EXECUTIVE SUMMARY** *(Title or Description, Impact or Goal, Dollar Amount and Funding Source, and Timeframe). Please limit to four (4) sentences.*

Reno County Area Transportation is operated under a U.S.C. 49-5311 grant through the Federal Transportation Administration and administered by KDOT. Each year the grant application requires a letter of authorization naming a designated signatory for certifications and documents required to follow federal grant guidelines, rules and policies.



RENO COUNTY COMMISSION  
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Kansas Department of Transportation  
Dwight D. Eisenhower State Office Building  
700 S.W. Harrison Street  
Topeka, KS 66603-3754

October 15, 2019

To Whom It May Concern:

The Reno County Board of Commissioners has authorized Barbara Lilyhorn, Director of the Reno County Public Transportation Department as signatory for documentations/certifications with the Kansas Department of Transportation regarding U.S.C 49-5311 grant operations.

Sincerely

Ron Hirst, Vice Chairperson  
Reno County Board of Commissioners

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Ron Sellers  
District 1

Ron Hirst  
District 2

Bob Bush  
District 3



## AGENDA REQUEST

**AGENDA ITEM:** Consider for approval a proposal from Circle C Paving and Construction

**PRESENTED BY:** Harlen Depew, Maintenance & Purchasing Director

**RECOMMENDED ACTION:** Award this bid to Circle C Paving and Construction LLC, Goddard, KS, for an amount of \$85,000.00.

**AGENDA DATE:** October 15, 2019

**EXECUTIVE SUMMARY** *(Title or Description, Impact or Goal, Dollar Amount and Funding Source, and Timeframe). Please limit to four (4) sentences.*

This proposal is to complete a two inch mill & overlay and restripe the parking lots at the courthouse, Health Department, and the staff parking lot west of Youth Services. Two bids were recieved for this work, with Circle C Paving and Construction, LLC being the low bidder at \$85,000.00. The courthouse parking lot will be restriped with minor modifications per architectural review to include three reserved spaces for the Sheriff's Dept. and meeting ADA and other current requirements.



September 26, 2019

### **INVITATION TO BID**

Reno County is accepting bids to mill and overlay three parking lots around the Reno County Courthouse. See diagram attached.

### **BID RECEIVING**

Please complete and mail or hand deliver this form to the Reno County Administration Office, Attn: Harlen Depew, 206 W. 1<sup>st</sup> Ave. Hutchinson, KS, 67501, by noon on Friday, October 4<sup>th</sup>, 2019.

### **PROJECT SCOPE**

Winning bidder will provide all materials, equipment and labor to:

Attend a pre-construction meeting to be arranged in advance of work beginning.

Complete a full 2" mill and overlay with BM-1 asphalt per KDOT spec.

Take possession of, and haul off all millings

Remove all parking blocks and replace with new, concrete parking blocks (lot #1 only)

Reuse existing parking blocks on lot #3.

Install new (white color) striping per supplied drawing on lot #1.

Install new (white color) striping to match existing layout in lots #2 and #3.

### **ADDITIONAL DETAILS**

1. Lot #1 must be completed prior to work beginning on lots #2 and #3. Work may be done simultaneously on lots #2 and #3 if this works best for the contractor.
2. All millings become property of the contractor, as well as parking blocks from lot #1, and shall be hauled off.
3. The contractor will notify owner when milling is complete on each lot. Reno County will then inspect the condition of the remaining surface and provide direction regarding any patching that needs to be done before overlay begins.
4. Base bid will include ten (10) square yards of patching. Bidders will list their price for additional patching on a per square yard basis. All additional patching shall be approved in advance by Reno County.

5. Bidder will submit a current certificate of insurance coverage prior to the start of work on the project.
6. Contractor will obtain any permits required from the City of Hutchinson.
7. Contractor shall provide a list of a minimum of three references from recent projects of similar or larger size for consideration by owner
8. Payment will be made in full upon satisfactory completion of work, subject to Reno County's accounts payables process.
9. Reno County reserves the right to reject any or all bids, or to accept any bid.

**BID FORM**

The undersigned, having examined the site of the proposed work, hereby propose to furnish all materials, supplies, labor, overhead, profit supervision, permits, taxes, insurance, etc. necessary to provide the work described.

Base Bid

Submitted by Chad Alexander

Company Name Circle C Paving and Construction, LLC

Address P.O. Box 361 Goddard, KS 67052


Phone Number 316 644 1554

The sum of (Written) Eighty-Five thousand Dollars +  $\frac{00}{100}$

(Numbers) \$ 85,000.00

Estimated start date 10/21/19 Estimated completion date 10/31/19

Cost per square yard for additional patching in excess of the 10 sq. yd. base amount \$ 250<sup>00</sup>

Signature  Date 10/4/19

References:

City of Goddard	316-794-2441	Brian Silcot
City of Rose Hill	316-201-8026	Rick Cooper
Venture Corporation	620-786-7039	Rocky Seibert





September 26, 2019

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2. All millings become property of the contractor, as well as parking blocks from lot #1, and shall be hauled off.
3. The contractor will notify owner when milling is complete on each lot. Reno County will then inspect the condition of the remaining surface and provide direction regarding any patching that needs to be done before overlay begins.
4. Base bid will include ten (10) square yards of patching. Bidders will list their price for additional patching on a per square yard basis. All additional patching shall be approved in advance by Reno County.

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9. Reno County reserves the right to reject any or all bids, or to accept any bid.

**BID FORM**

The undersigned, having examined he site of the proposed work, hereby propose to furnish all materials, supplies, labor, overhead, profit supervision, permits, taxes, insurance, etc. necessary to provide the work described.

Base Bid

Submitted by Derek Feess

Company Name APAC-Kansas, Inc., Shears Division

Address PO Box 1605, Hutchinson, KS 67504-1605

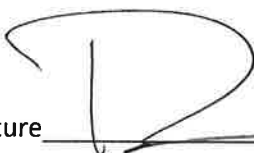
Phone Number 620-662-2112

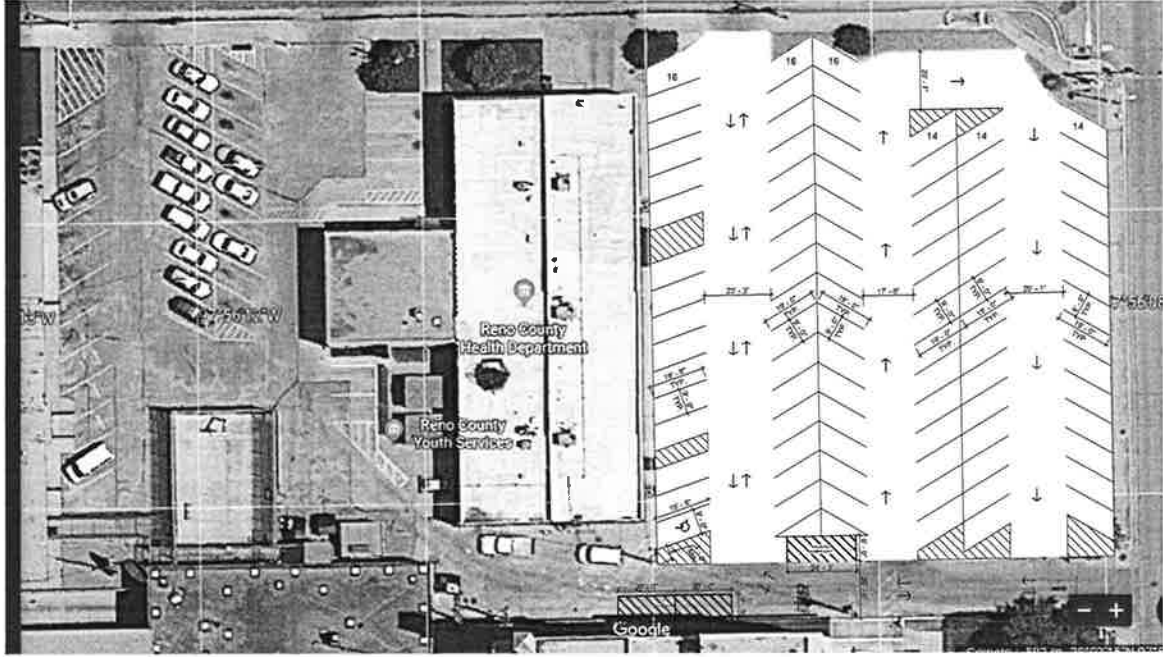


The sum of (Written) Eighty Nine Thousand Four Hundred Twenty Six Dollars and  
 (Numbers) \$ 89,426.65 Sixty Five Cents

Estimated start date 10-28-19 Estimated completion date 11-12-19

Cost per square yard for additional patching in excess of the 10 sq. yd. base amount \$ 50.70

Signature  Date 10-04-19




**Proposed Courthouse North Parking**  
 71' x 20' - 30 SPACES • 1 RESERVED SHERIFF DEPT. SERGEANT SPACE AND  
 2 RESERVED SPACES ADJACENT TO NORTH SIDE OF BUILDING  
 (MAINTAIN TWO-WAY TRAFFIC FROM 2ND AVE)

1. 10/11/11 10:00 AM 2. 10/11/11 10:00 AM



**LANDMARK**  
 ARCHITECTS  
 1020 NORTH MAIN, HUTCHINSON, KANSAS 67501  
 920-683-5431  
 www.landmarkarchitects.net

**COURTHOUSE PARKING LOT STUDY for**  
**RENO COUNTY**  
**201 w. 1st AVENUE, HUTCHINSON, KANSAS 67501**

COMM. NO. / REV.  
 DRW BY: Lifer  
 UPDATED:  
 ISS: 08/21/11

**SHT**  
**A1.1**

**Reno County Department of Aging and Public Transportation**  
**Director's Update – October 15, 2019**  
**Reno County Board of Commissioners**

**Aging**

The South-Central Kansas Area Agency on Aging who works in collaboration with the Kansas Department of Aging to utilize and oversee Older Americans Act funding for the 10-county region consisting of Barber, Elk, Chautauqua, Cowley, Harper, Kingman, McPherson, Reno, Rice and Sumner. Recently released Reno County's partial work contract for the federal fiscal year October 1 – September 30.

Reno County performs work under several Older Americans Act Title programs:

**Title IIIB – Information and Assistance:** we will receive \$4,670 during the FY 2020 funding cycle to reach a projected 261 units. In the FY 2019 cycle the department received \$4,670 and reached 1,644 units.

**Title IIIE- Information-** funding will be \$2,500 for 5 units. In FY 2019 we had originally contracted to perform 5 units for \$2,500 but received a mid-year increase due to unspent funds so ended the year receiving \$4,000 and performed 10 units of work. **Title IIIE- Assistance:** we are contracted to receive \$4,860 for a projected 243 units of work. In FY 2019 the department received \$4,860 for 3292 units of work. The **Title III D- Educational Programs on the Availability, Benefits and Appropriate use of Preventive Health Services – Home Injury Control Educational Services** contract has not been released for FY2020 and we did not receive any funding for that program in FY2019 as the classes failed to fill.

Medicare Part D Open Enrollment October 15 – December 7 will soon be underway. Counseling will again be held in the large conference room of the Rcat Transfer Station. The department is again partnering with the Reno County Volunteer Center and 10 trained volunteers will be providing individual counseling by appointment. The Volunteer Center is also loaning 8 laptop computers for the volunteers to use. Currently we have 175 appointments scheduled. The Department will again partner with the K-State Research and Extension Office to travel to the communities of Turon, Buhler, Haven and Pretty Prairie for a day of Medicare Part D counseling.

**Transportation**

Each Rcat vehicle undergoes an annual mechanical inspection by a KDOT District 5 mechanic. This took place the last week in August and there were no findings on any vehicle.

Rcat Fixed Route bus #13 (2017 Ford E450 with 116,848 miles) had a valve spring break causing the valve spring keeper to come loose. The valve fell into the cylinder and ruined the engine. KDOT must approve any repair over \$1,500. The program manager was consulted and has given permission to repair the bus.

Rcat will again provide transportation to those participating in Disability Mentoring Day through the Prairie Independent Living Center. The event will be held on October 16.

## Ridership Demographic FY 2020

1<sup>st</sup> Quarter July 1, 2019 – September 30, 2019

### Composite Demographics for Fixed Route, Paratransit & On Demand

FY 2020 July 1, 2019 - June 30, 2020

	Seniors	Disabled	Gen Public	Total	Para Lifts	Route Lift
July	3464	2975	3778	10217	190	203
August	2907	3167	4733	10807	192	158
September	2730	2882	4186	9798	170	153

### Demographics by Service Category

	Paratransit & On Demand					Fixed Route				
	Seniors	Disabled	Gen Public	Total	Lifts	Seniors	Disabled	Gen Public	Total	Lifts
July	743	626	186	1555	190	2721	2349	3592	8662	203
August	693	690	188	1571	192	2214	2477	4545	9236	158
September	604	638	163	1405	170	2126	2244	4023	8393	153
Total	2040	1954	537	4531	552	7061	7070	12160	26291	514