CITY OF GREENSBURG
REGULAR CITY COUNCIL MEETING
300 SOUTH MAIN GREENSBURG, KANSAS
MONDAY, MARCH 1, 2021
6:00 PM

The meeting is available online via the City of Greensburg Facebook page.

A) CALL TO ORDER

B) PLEDGE OF ALLEGIANCE AND INVOCATION

C) ROLL CALL & APPROVAL OF THE AGENDA

D) CITIZEN COMMENTS
   All comments are limited to a maximum of three minutes for each speaker. In accordance with the Open Meetings Act, City Council members may not discuss or take action on any item that is not on the Agenda.

E) CONSENT AGENDA
   These items are routine and enacted by one motion. There will be no separate discussion of these items unless a Council member so requests. Any consent agenda item can be removed and placed on the agenda as an item of business.
   1. Approval of Minutes
      a. Regular Meeting – February 16, 2021
   2. Appropriation Ordinance
      a. Ordinance #1191

F) ITEMS OF BUSINESS
   1. Convene as Land Bank Board: Consider Application to Purchase 502 S. Elm
   2. AB Creative Playground Contract
   3. Business Park Spec Building RFP Clarifications
   4. Office Solutions IT Service Contract

G) CITY STAFF REPORTS

H) GOVERNING BODY COMMENTS

I) ADJOURNMENT

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 5:30 and 6:00 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

To be placed on future agendas please contact City Administrator Stacy Barnes at administrator@greensburgks.org or call City Offices at 620-723-2751.
Greensburg City Council
February 16, 2021
City Hall

A) CALL TO ORDER
Mayor Matt Christenson called the February 16, 2021 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said. Invocation was given by Jon Harrison.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Mark Trummel, Pam Reves, and Chance Little. Mike McBeath and Haley Kern were absent. Staff present: Administrator Stacy Barnes, Police Chief Aaron Web, and City Clerk Christy Pyatt.

Reves made a motion to approve the agenda as presented. Trummel seconded. Motion passed 3-0.

D) CITIZEN COMMENTS
There were no comments submitted in advance.

E) CONSENT AGENDA
Trummel made a motion, seconded by Reves, to approve the Consent Agenda as presented. Motion passed 3-0.

F) ITEMS OF BUSINESS
1. Kerri Ulrich, Kiowa County Public Health Officer, for COVID-19 Updates
Public Health Officer Kerri Ulrich gave an update on COVID-19 vaccine administration. The number of doses currently being received in Kiowa County is adequate for the demand. They have been receiving 100 prime doses and 100 booster doses weekly, directly from Moderna. There are still a few who citizens interested in receiving that vaccine that will be on the list for a while, due to having a positive COVID test, having been exposed to a known positive case, or having received the antibodies within the last 90 days. County Health has been approached by out-of-county residents about receiving their vaccinations here. This practice is approved and encouraged by KDHE. Kiowa County residents will always have first priority. When visited by someone from out of county, Ulrich is providing the patient tourism brochures for area businesses. The number of positive cases in county continues to trend downward. Since the first of the year, there has been a significant decrease in the number of people being tested, and fewer of those are testing positive. Diagnostic testing continues to be encouraged. Kansas has seen second case of South African strain. These cases can only be identified if people are tested. This also helps officials determine if the vaccine is effective again the various strains that are appearing.

Ulrich also mentioned the Community Health Needs Assessment that citizens are asked to complete. This effort is in partnership with the hospital, and it is available on Survey Monkey, through email, and in paper format. This study helps to set community healthcare objectives and goals. It also helps steer future grant applications.

County Health is hiring. The position is being advertised as a full-time opening.

2. Convene as Land Bank: Consider Application to Purchase 503 S. Sycamore
Christenson recessed regular session of the Council and convened them as the Land Bank. Brandon and Tara Roenbaugh have submitted an application to purchase 503 S. Sycamore from the Greensburg Land
Bank. They wish to park their RV on the property, allowing Tara a place to stay while she is on call at the hospital. Brandon has spoken to Pyatt regarding temporary RV parking permits. Staff may issue a 30-day permit for the temporary placement of an RV on an individual lot in the R-1A zoning district. Those with a permit must have the unit hooked to city utilities. The Roenbaughs do not intend to permanently park the RV on the lot, they will utilize it off-site for travel as well.

Trummel asked if the 30-day permits can be renewed. Pyatt relayed that the code does not state that the $35 permits cannot be renewed. Barnes noted that the cost of the lot to Roenbaughs would be $600, as it would be used for non-building purposes. The City would also collect utility fees for the RV.

Trummel made a motion, seconded by Little, to approve the application and begin the policy advertising requirements. The motion passed 3-0. The meeting of the Greensburg Land Bank was adjourned.

3. AB Creative Playground Contract
Christenson reconvened open session of the City Council, to review a contract with AB Creative to construct a playground at the Swimming Pool Park. Previously, Council asked Barnes to gather information on options for a zip line and swings for those of all abilities. The estimates provided for each of the options included the additional fall material that would be required. Barnes provided videos clips of the additional options. She also advised that long-time community supporter Charles Wise has advised that he is sending additional donation funds, which could be utilized to purchase items outside of the $50,000 budget.

Christenson asked what the terms of the KDHE grant application were? Barnes stated that, if awarded, the grant would pay for 50% of the fall zone material for the original playground design. Additional items fall material would be the cities’ responsibility. With the options provided, this would leave $6,500 on the City. Christenson asked about amending the application to include the additional material. Unfortunately, the grant application had to be submitted already.

Reves stated that she likes the additional options, but she does not like the price. She pointed out that there are still sidewalks to add to the development. Trummel voiced that he would rather see a focus on the sidewalks, and he asked if there would be any insurance issues with the installation of a zipline. Discussion was had on potentially adding park items in the future, but focusing on sidewalks first. Additional items such as a basketball court or skate park will be revisited once the playground is underway. Little mentioned not moving forward with park equipment, but focusing on a skate park. Others voiced concern that a skate park would not be something utilized by all ages.

Consensus was to table the discussion, allowing Kern and McBeath to comment in a future meeting.

4. Resolution #2021-02 Stop Signs
At the last meeting, Council expressed interest in exploring additional speed reducing option, besides 4-way stops, at the intersections surrounding the swimming pool block. Noting that tonight’s proposal was a suggestion from McBeath, Barnes provided a map identifying 2-way stops at each intersection. This would cause drivers from each direction to only have to stop as they approach the area, but not as they are exiting. Barnes believes the proposal would achieve the goals of slowing traffic and raising awareness of potential pedestrian traffic. After discussing several options, she and Webb believe this is the best option.

Little made a motion, seconded by Trummel, to approve Resolution 2021-02 as presented. The motion passed 3-0. A timeline for installation will be discussed tomorrow in the Department Head meeting.
5. Business Park Spec Building RFP Review
Provided in the meeting packet was a draft RFP for a spec building in the Business Park, as previously discussed. The deadline for proposals is March 10th. Council will review all proposals at the March 15th meeting.

Trummel had questions regarding the size and placement of the overhead door, asking if there should be one on each end to create a drive-through. Upon discussion, a second door was added, and the doors were enlarged to 16’ x 16’. Barnes has confirmed with Public Works Superintendent Mick Kendall that the proposed electrical services is adequate, depending on what the building is used for. Little concurred that the service listed was standard.

Consensus was to release the RFP with suggested changes. Council was asked to advise Barnes if there is anyone specific they would like her to notify of the opportunity. Barnes intends on personally advising local contractors.

6. Consider Police Department Durango Purchase
Council previously indicated that they would like to purchase a new Dodge Durango, in 2021, for police use. Webb provided an order to delivery time frame of 90-120 days from Davis Moore (the dealership that holds the state contract for Dodge). Webb would like to add a center console from Dodge to the sale price as it is cheaper than obtaining one from a 3rd party. Total asking price for the vehicle with the specs provided is $31,111.80. Council had also stated they would like to make the purchase from the amendment fund. The current fund balance is $27,909, with steady income of approximately $4,000-$5,000/month. Webb is confident that adequate funds will be available when the vehicle is ready for pickup. Payment is due upon delivery.

Little made a motion to approve the purchase of the 2021 Durango Pursuit Vehicle from Davis Moore at a total purchase price of $31,111.80. Reves seconded. The motion passed 3-0. Upfitting of the vehicle will be done by Ray Stegman for a labor charge of $2,000. Equipment for the upfitting will be purchased by Webb closer to time of the vehicle’s arrival, and as items go on sale. This will allow time for amendment fund growth. Total upfit cost is estimated at $12,000-$15,000.

G) CITY STAFF REPORTS
Barnes reported to Council on the following topics:
  • Extreme Cold Weather Issues: Over the last couple of days, the region has faced potential electrical outages due to demand on the system with the very cold temperatures. The Southwest Power Pool, the 14-state pool the City is part of, has issued warnings varying from Level 1 to Level 3 emergencies. They are asking for conservation of power and anticipating rolling outages of 30-120 minutes to serve the load. At this time, SPP is at Level 1, but Staff has been told to be prepared over the next 48 hours as that can change and outages be implemented again. Outages may occur with little to no warning. Staff is trying to keep customers informed and prepared. Kendall and Barnes have been in contact with Kansas Power Pool and Southern Pioneer over the last 2 days, monitoring the situation. Residents are encouraged to conserve power, if possible, until temperatures warm in a couple of days and the load on the system decreases. Staff has also been preparing City equipment for outages, should they occur. City generators are ready for use, preventing citizens from losing water service. Public Works has also been dealing with some frozen water meters throughout the community. Monthly meter reading has been delayed until later in the week due to the cold.
  • Annual Wind Energy Attestation: Included in the meeting packet was the annual wind energy certification, certifying that City electricity in 2020 was wind energy from the Greensburg Wind Farm.
• **KSU-National Science Foundation Solar Grant Project:** Last fall the Mayor and Barnes were contacted by a Professor at Kansas State University who is applying for a grant from the National Science Foundation to study and suggest an implementation plan for solar production in rural communities. He asked if the City would participate as the test community if they are awarded the grant. There will be no implementation with this project, they would use community surveys and information from the City to determine a suggested plan of how solar could be deployed in rural communities. They will submit the grant application and will be notified this summer if they have been awarded the grant. If awarded, the project will begin in the fall.

• **KPP Electric Rate Study:** Last week Brooke from KPP visited with Staff, discussing the electric rate study she recently completed. A rate change is not recommended at this time, and the electric fund is healthy. The City has 112 days of cash on hand and more than the suggested $395,870 in cash on hand in the electric fund. Annual transfers are being made to the electric reserve fund. The only suggested possible change to implement is to look at maybe increasing the reserve fund transfer. Anyone interested in reviewing the rate study can contact Barnes.

• **Kansas Legislative Updates:** Barnes and the League have been following Senate Bill 87 regarding sales tax disbursements. The bill would shift countywide general sales tax dollars, currently collected and dispersed directly to cities, to counties. Disbursement of the funds to cities would be at the discretion of each county. The proposed legislative change has come about due to a dispute in one county. Barnes has emailed our Senator regarding the impact to the City. In 2020 revenues to the City from countywide sales tax collections were $75,730. SB 13 is the Truth in Taxation bill that would repeal the tax lid starting this year and would require budget publication to include the tax neutral rate. Individual notice to tax payers would also be required, beginning in 2022 for the 2023 budget. This bill will be headed to the House Floor in the coming weeks, but the League expects more changes before it is finalized.

• **Community Health Needs Assessment:** Kiowa County Memorial Hospital is partnering with other community health providers to update the Kiowa County Community Health Needs Assessment. The goal of this assessment update is to understand progress in addressing health needs cited in the 2015 and 2018 CHNA reports and to collect up-to-date community health perceptions. VVV Consultants LLC, an independent healthcare consulting firm from Olathe, KS, has been retained to conduct this countywide research. All responses will be confidential. To gather community feedback, a short and confidential online survey has been developed. It can be accessed through the link: https://www.surveymonkey.com/r/CHNA2021_Kiowa

• **Pet Registration Clinic:** The City’s annual pet vaccination and registration clinic with Greensburg Veterinary Clinic is scheduled for Thursday, February 25th, 10am-3pm.

• **Sanitation Services:** Trash pick-up and recycling for east of Main Street is still on Wednesday this week.

Webb reported on the following topics:

• **January stats:** January stats were provided in the meeting packet. Traffic citations were down due to weather and Webb training newly appointing Officer Erickson. Erickson is doing well in his academy classes.

• **EMT Class:** Webb is continuing his EMT training on Monday evenings, every-other Thursday evening, and one Saturday a month.

• **Full Time Officer (FTO) course:** This April, Webb will attend an FTO course where he will receive formal curriculum for training officers.

• **CPR certifications:** The Police Department, in conjunction with Kiowa County EMS, recently offered a CPR certification class.

• **COVID Vaccination Clinic:** Webb has been assisting County Health with their community COVID vaccination clinics.
• **DigiTicket and S.O.**: Sheriff Lothman is reviewing the MOU between City and Sheriff’s Office for the shared use of DigiTicket. Lothman is getting laptops for S.O. patrol vehicles and would prefer to use those, rather than the hand-held devices, as originally planned. Webb stated this will be an easy change in the DigiTicket contract.

• **Friends of Education**: The annual Friends of Education Silent Auction was cancelled due to COVID restrictions. They are asking for donations from citizens and other entities instead. Webb donated $500 from the amendment fund. The payment was part of tonight’s approved appropriation ordinance.

### H) GOVERNING BODY COMMENTS

There were no further comments from the Governing Body.

### I) ADJOURNMENT

With nothing further to discuss, Christenson declared the meeting adjourned at 6:50 p.m.

Matt Christenson, Mayor  
Christy Pyatt, City Clerk
**APPROPRIATION ORD. 1191**

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To: Mayor and City Council
From: Stacy Barnes, City Administrator
Subject: Agenda items F. 1-4

Agenda Item F. 1    Convene as Land Bank: Consider Application to Purchase 502 S. Elm
At the February 1, 2021 meeting, 502 S. Elm was approved for purchase by Abbey Rudd for $700. Land Bank Policy Procedure (attached) states:

“The City staff, 30 days prior to the sale or transfer of any property owned by the Land Bank, will publish in the official City newspaper a notice announcing such sale. At the time of publishing such notice, the Land Bank staff will notify adjacent property owners of the pending property available for sale.”

We notified the adjacent property owner, Adam and Tanya Mason, of the sale of the property and they have applied to purchase the property. That application is included.

Land Bank policy states:
“Process for Purchasing Buildable Residential Land Bank Properties.
If multiple proposals are received for a specific property, all applicants will be asked to make a best and final offer on the property. No new applications will be allowed after the best and final offer letter is sent out. In addition to the bid price, proposals will be evaluated on their ability to finance the project, the quality of the building, the compatibility of the building with existing neighborhoods, individual experiences with building, and if the proposal is for homeownership.”

Staff has asked both parties to submit sealed offers for the property in time for the meeting.

Agenda Item F.2    AB Creative Playground Contract
This item was tabled at the last meeting to get feedback from all the governing body members as two were absent. At a previous meeting AB Creative was selected for the playground construction at Swimming Pool Park. There was also discussion about looking at some possible additions that were suggested in community feedback such as a zipline and inclusive swings.

Included in the packet is an agreement with AB Creative for the original proposed playset and agreements for each of 3 additional pieces (Brava Universal Swing, ZipVenture and Konnection Swing.) These additional contracts include the original playset but add in each of the individual pieces and the additional fall surface material that would be needed to increase the footprint of the play area. Any or none of these pieces could be added. I asked for pricing for these items after community feedback and the direction of the council at a previous meeting.
One question raised at the last meeting was regarding insurance coverage for specifically the ZipVenture. I have checked with Jeanine she is awaiting a response from the EMC underwriter.

Current Fund balances: Donation $129,437, Sanitation Reserve $57,970. We have also been contacted by Charles Wise, a consistent donor to Greensburg since the tornado, that he is sending another donation for $45,000 towards community projects.

There is funding available for any of these features but the Council has indicated the desire to add sidewalks and discuss future amenity development.

**Agenda Item F.3  Business Park Building RFP Clarifications**

At the last meeting, Council approved the RFP for release to a building in the business park. We published it on our website, in the Merchant’s Directory, Kiowa County Signal and shared with local general contractors that are registered with the City. Since then, we received several questions for clarification regarding the project so that they can accurately bid the project and that comparison between bids will be apples to apples. Questions received included lighting, if there are windows and doors other than the roll up doors, if there are to be gutters and downspouts, what R value for insulation, how far will utilities be run, any façade masonry, where are the doors and windows located? The challenge that has become apparent since releasing this RFP is that City staff are not architects, engineers, or builders.

I have made adjustments to the specs of the attached RFP and also included a basic layout of the building. From previous conservations of the Council, the desire has been to just construct a shell of a building, so some of these items have been simplified, such as interior lighting. It also gives better specifics on windows, doors and insulation that we are asking. I would like to open this to council discussion to see if you would like any additional modifications to the RFP specs and if you feel this meets the project goal.

Some history, in September 2015, the City hired an architecture firm to design a building for the business park. At the time there was a prospective tenant but that did not materialize, the PBC could not be utilized for financing and it seems that is where the project died. The building specs at that time were for a 12,000 sq. ft. building and had much more build out than we are looking for now.

**Agenda Item F.4  Office Solutions IT Service Contract**

Included for consideration is a 1-year service contract for $910 per month with Office Solutions for continued IT services for City computer equipment. Office Solutions is improving their services through service tickets and better tracking our equipment inventory. This price is based off a monthly charge of $65 per piece of equipment. We currently have 14 units. Hardware is not included in this contract. This is a remote service contract that includes system maintenance and monitoring. All of the equipment on this plan are Windows 10, as required to be supported.
This agreement is for one year and is renewed automatically annually. It is recommended that this be reviewed on an annual basis to make sure our needs are being met and pricing is competitive.
Land Bank
City of Greensburg
300 S. Main
Greensburg, KS 67054

Section 1: Personal Information.
1. Applicant’s Name: Adam Masen

Spouse (if applicable): Janya Masen

2. Name of Corporation (if applicable): 

3. Street Address: 508 S. Elm St

4. City, State, Zip: Greensburg, KS 67054

5. Home Phone #: 316-992-2330 Work phone #:

6. E-Mail Address: amason34@hotmail.com

7. List Properties you own in the City of Greensburg: 508 S. Elm St

8. Do you (or your spouse) have any Code Enforcement violations?
   Yes ___ No X

9. Are you (or your spouse) delinquent on any licenses or taxes in Kiowa County?
   Yes ___ No X

Section 2: Proposed Land Bank Purchase.
1. Address of Property: 502 S. Elm

   Vacant Land Structure

2. Proposed use of Property:
   * Yard Extension. Go to Section 4.
   * Parking. (Must comply with City regulations). Go to Section 4.
   * Garage. Requires building permit. Go to Section 4.
   * Home Addition. Requires building permit. Go to Section 3.
   * New Home Construction. Requires building permit. Go to Section 3.
   * Commercial Construction. Requires building permit. Go to Section 3.
   * Rehabilitation of existing structure. Requires building permit. Go to Section 3.
   * Other:

Section 3: Construction Project Information.
1. Does the project comply with current zoning? Yes ___ No ___
   (Call City Clerk's Office 620-723-2751)

2. Type of Ownership:
   * Individual
   * Corporation
   * Non-Profit
   * Other:
3. Must attach a letter of credit or pre-approval letter from your bank.
4. Must attach drawings for your proposed project.
5. Proposed Use of Property:
   • Home Ownership
   • Rental Home
   • Business/Commercial
   • Apartments
   • Other, specify. ____________________________

Will you seek Tax Increment Financing or other public tax exemptions? Yes___  No___

Will you seek Neighborhood Revitalization Tax Rebates? Yes___  No___

Starting project date: ___________  Completion Date: ___________

Comments: ____________________________

Section 4: Additional Comments & Terms of Proposal.

N/A

Incomplete applications will not be considered and will be returned to the sender. As the applicant I attest that the information in this proposal is accurate. I attest that I have read the City of Greensburg Land Bank policy and agree to the terms and conditions of it. I understand that the Land Bank and the City of Greensburg serve the rights to reject any proposal.

Applicant’s Signature: Adam Mason

Print your Name: Adam Mason  Date: 2-24-21

Return Completed Application to: Land Bank, City Hall, 300 S. Main, Greensburg, KS 67054
Fax (620) 723-2644  Phone: (620)723-2751
Land Bank Policy

Mission Statement:

The Goal of the Greensburg Land Bank is to return tax delinquent property to productive use that benefits the community. When considering proposals to the Land Bank, preference will be given to projects that support home ownership, improve neighborhoods and otherwise advance the economic and social interests of the City of Greensburg, Kansas, and its residents.

Conditions set on Land Bank Properties

The Governing Body of the City of Greensburg serves in the capacity of the Land Bank Board of Trustees and makes all final decisions on Land Bank property conveyances.

The Land Bank Board of Trustees will annually, and as needed, identify development areas which are actively being developed. Any Land Bank properties in these particular geographical areas will be held for the developer(s) for that area. Any Land Bank parcels in actively developed areas will be marked as “not available for purchase” in the Land Bank published inventory list.

Land is conveyed with no guarantee as to quality or content, subject to covenants stated in the Land Bank Deed. Any parcel failing to meet requirements listed in the Deed may be subject to reversion to the Land Bank. Applicants will forfeit any funds spent on the property.

The Land Bank Board of Trustees may set a different minimum price on any Land Bank Property and may set a minimum price on commercial/industrial zoned properties and those containing structures.

Except as herein provided, donations of real property to the Land Bank will only be accepted if the donors own 100% of the property and have marketable title. Assurance of ownership and title shall be done through title insurance, attorney title opinion or such other means approved by the Land Bank upon recommendation of the City Administrator after consultation with the City Attorney. The donor shall pay all costs of the proof of title and any title clearance cost unless waived by the land Bank on recommendation of City Staff. Less than 100% ownership or defection marketable title may be
accepted by the Land Bank if the Land Bank, in its sole discretion, determines doing so is in the best interest of the Land Bank and the City.

Persons gifting property to the Land Bank may request confirmation or receipt from the Land Bank as to the property value for tax deductible contribution purposes. Such value statement shall use the County Fair Market Value Appraisal. If desired, a third party, independent appraisal can be obtained at the applicant’s expense subject to Land Bank approval.

All Land Bank fees may be waived for Community Development Corporations (CDC) or Community Housing Development Organizations (CHDO).

The Land Bank Board of Trustees reserves the right to accept or reject any or all proposals without cause.

The Land Bank may aggregate and sell land for use as community parking. If an applicant wishes to purchase property for mixed uses business parking, it must state that intent on the application. Only parking that is for the benefit of community improvement will be considered by the Land Bank. Once the Land Bank parcel is conveyed for community parking, the owner will be responsible for the upkeep of the improved paved surface.

When completed proposals are accepted by the Land Bank, a review and recommendations of the proposal is completed by City staff.

Applicant’s proposals are forwarded with recommendations to the Land Bank Board of Trustees.

The City staff, 30 days prior to the sale or transfer of any property owned by the Land Bank, will publish in the official City newspaper a notice announcing such sale. At the time of publishing such notice, the Land Bank staff will notify adjacent property owners of the pending property available for sale.

Except as herein provided, Buyer is purchasing the Property in "as is" condition without warranty, express or implied, as to condition. Buyer acknowledges prior to execution of a contract of sale that they had adequate time to inspect the Property and agree it was in satisfactory condition or Buyer agrees to accept it with existing defects. Buyer takes the Property subject to the terms, conditions and limitations set forth in the Land Bank Policy of the City of Greensburg, Kansas.

**CDC/CHDO Emergency Economic Recovery Program**

1. Land Bank accepts the return of properties from CDC/CHDO per their written request.
2. At CDC/CHDO discretion, Land Bank and CDC/CHDO execute a written contract whereby CDC/CHDO has the exclusive option to repurchase the property for expenses incurred by Land Bank.
   a) Option is for a one year period, subject to two additional, mutually agreed,
one year renewals.
b) Whether the Land Bank will renew the option will be considered as part of the annual review of areas of actively developed properties.
c) Consideration for the option is that the CDC/CHDO maintain the property, at its expense, in compliance with all codes and ordinances.
d) CDC/CHDO has 10 days after written notice from Land Bank to cure any code or ordinance violations. Failure to timely do so terminates the option.

3. CDC/CHDO may exercise the option to repurchase at any time during an option period.

4. All other Land Bank Policies apply to these properties.

Conditions for Applicants Prior to Purchase of Land Bank Property:

Applicant must not be delinquent on any licenses or taxes in Kiowa County. (For these purposes, participation with the City of Greensburg or Kiowa County Payment Plan(s) constitutes delinquency).

Applicant must not have a history of code enforcement violations at properties they own or not have any outstanding violations. A history of 3 notices to appear in court for code violations in the previous calendar year or 5 notices to appear in court for code violations in the past 3 calendar years will make an individual ineligible to apply.

Conditions for Applicants After Purchase of Land Bank Property:

All applicants’ property must be properly maintained with no notices to appear in court for code violations.

Applicant must not be delinquent on any licenses or taxes in Kiowa County.

Failure to comply with the above requirements will render the land owner ineligible for future Land Bank opportunities or Economic Incentives from the City of Greensburg.

Land Bank Procedures

- Non-buildable lots will generally be sold for $100.
- Buildable lots/parcels will be generally sold for $300. Buildable residential properties are generally those with over 70 foot frontage.
- Buildable lots for non-buildable purposes (yard expansion, parking, play ground area etc...) are sold for $10.00 per front footage. For example, 70 foot frontage lots will cost $700.
- The City staff will notify the Land Bank Trustees of Non-buildable and Buildable lots that contain razing assessments. Non-buildable and Buildable lots razing assessments will be abated. Commercial/Industrial lots are subject to special assessments.
- The Land Bank may set a minimum price on commercial/industrial zoned properties and those containing structures.
A confirmation letter will be mailed to applicants that submit applications to the City staff within 30 days of receipt. Please contact the City staff if you do not receive a confirmation letter for your application.

Process for Purchasing Non-Buildable Land Bank Properties.

- Applicant must agree with Conditions set forth above in Land Bank Policy.
- Non-buildable are lots with a frontage that is generally less than 25 foot frontage.
- The adjacent land owner will have priority for right of first refusal. Adjacent is defined as immediately touching the applicant’s property on the right or left.
- Applicant must completely fill out the Land Bank Application. Application assistance from the City staff is available prior to formal submittal of the application. However, incomplete applications will not be accepted for consideration but will be returned to the applicant with an explanation of what needs to be completed for a possible future submittal.
- If multiple proposals are received for a specific property, all applicants will be asked to make a best and final offer on the property. No new applications will be allowed after the best and final offer letter is sent out. In addition to the bid price proposals will also be evaluated on their ability to finance the project.
- If the adjacent land owner wants to purchase the Land Bank Lot for parking or for building a garage, they understand that the City of Greensburg has certain requirements and minimum standards for both the parking area and for the garage. If your proposal identifies the use as for parking or a garage, the City staff will send contact information to the applicant. Transferal of lot does not guarantee a building permit or use for parking.
- The City Administrator will have the authority to transfer non-buildable lots to qualified adjacent land owners only (if not located in an identified development area). The items that the City Administrator has the authority to transfer will be reported to the Land Bank Trustees. All other proposals will require further review.
- If no qualified adjacent owner shows interest in the vacant property, consideration may be given for community development efforts such as community gardens, neighborhood play areas, and community green areas.

Process for Purchasing Buildable Residential Land Bank Properties.

- Applicant must agree with Conditions set forth above in Land Bank Policy.
- Buildable residential properties are generally those with over 70 foot frontage.
- The priority is for homeownership.
- If only one property is under consideration and is not in a targeted
development area, the applicant must completely fill out the Land Bank Application. Application assistance from the City staff is available prior to formal submittal of the application. However, incomplete applications will not be accepted for consideration but will be returned to the applicant with an explanation of what needs to be completed for a possible future submittal.

- If the zoning is not appropriate, the applicant will need to get approval of zoning changes prior to any building.
- If the property under consideration is not in a targeted development area, the applicant must exhibit the financial ability of completing the project by submitting a letter of credit or a pre-approval letter from his/her bank.
- If the property under consideration is not in a targeted development area, the applicant must attach drawings of the proposed structure for City staff to review. At a minimum, the drawings should consist of the following: (1) The location of the building or structure; (2) The building work proposed; (3) The outside dimensions of the building by floors and dimensions of the basement (if any); (4) Building Plans for New Construction of Buildings; (5) Such other information as may be pertinent to the issuance of the application. The structure should be compatible with the existing neighborhood.
- If multiple proposals are received for a specific property, all applicants will be asked to make a best and final offer on the property. No new applications will be allowed after the best and final offer letter is sent out. In addition to the bid price, proposals will be evaluated on their ability to finance the project, the quality of the building, the compatibility of the building with existing neighborhoods, individual experiences with building, and if the proposal is for homeownership.
- Proposals that are accepted will need to submit all their plans to the City staff prior to the building commencement. City Staff can send this information to successful applicants.
- The successful applicant should begin construction and shall substantially complete the same, within 12 months after the purchase of the Land Bank property.
- Community Development Corporations/Community Housing Development Organizations applicants should begin construction and shall substantially complete the same, within 24 months after the purchase of the Land Bank property. In the event that construction is not completed within 24 months, the successful CDC/CHDO must notify the City Administrator in writing to request an extension.
- If Buyer fails or refuses to comply with the conditions assumed by Buyer, or to perform all Buyer’s obligations hereunder, Land Bank Board may at its option: (a) rescind and terminate the Contract, whereupon all rights and obligations hereunder shall cease and determine; or (b) enforce this Contract by appropriate action, including an action for specific performance, or for damages for breach, and retain all monies paid or deposited by Buyer pending the determination of such action. The Land Bank Board shall give Buyer written notice of election with respect to their exercise of either of these options.
Process for Purchasing Buildable Commercial/Industrial Land Bank Properties.

- Applicant must agree with Conditions set forth above in Land Bank Policy.
- A minimum price will be established for each commercial/industrial parcel. The Land Bank Board of Trustees reserves the right to set an alternative price.
  - If only one property is under consideration and is not in a targeted development area, the applicant must completely fill out the Land Bank Application. Application assistance from the City staff is available prior to formal submittal of the application. However, incomplete applications will not be accepted for consideration but will be returned to the applicant with an explanation of what needs to be completed for a possible future submittal.
- If the zoning is not appropriate, the applicant will need to get approval of zoning changes prior to any building.
- If the property under consideration is not in a targeted development area, the applicant must exhibit the financial ability of completing the project by submitting a letter of credit or a pre-approval letter from his/her bank.
  - If the property under consideration is not in a targeted development area, the applicant must attach drawings of the proposed structure for City staff to review. At a minimum, the drawings should consist of the following: (1) The location of the building or structure; (2) The building work proposed; (3) The outside dimensions of the building by floors and dimensions of the basement (if any); (4) Building Plans for New Construction of Buildings; (5) Such other information as may be pertinent to the issuance of the application. The structure should be compatible with the existing neighborhood.
- If multiple proposals are received for a specific property, all applicants will be asked to make a best and final offer on the property. No new applications will be allowed after the best and final offer letter is sent out. In addition to the bid price, proposals will be evaluated on their ability to finance the project, the quality of the building, the compatibility of the building with existing neighborhoods, and individual experiences with building.
  - Proposals that are accepted will need to submit all their plans to the City staff prior to construction. City staff can send this information to successful applicants.
- The successful applicant should begin construction and shall substantially complete the same, within 12 months after the purchase of the Land Bank property. In the event that construction is not completed within 12 months, the successful applicant must notify the City Administrator in writing to request an extension.
- Community Development Corporations/Community Housing Development Organizations applicants should begin construction and shall substantially complete the same, within 24 months after the purchase of the Land Bank property. In the event that construction is not completed within 24 months, the successful CDC/CHDO must notify the Land Bank staff in writing to request an extension.
• If Buyer fails or refuses to comply with the conditions assumed by Buyer, or to perform all Buyer's obligations hereunder, Land Bank Board may at its option: (a) rescind and terminate the Contract, whereupon all rights and obligations hereunder shall cease and determine; or (b) enforce this Contract by appropriate action, including an action for specific performance, or for damages for breach, and retain all monies paid or deposited by Buyer pending the determination of such action. The Land Bank Board shall give Buyer written notice of election with respect to their exercise of either of these options.

Process for Purchasing Land Bank Properties with Structures.

- Applicant must agree with Conditions set forth above in Land Bank Policy.
- Existing structures must be brought up to minimum prevailing building codes.
- A minimum bid will be placed on each land bank property with a structure on it. The Land Bank Board of Trustees reserves the right to set an alternative price.
- If only one property is under consideration and is not in a targeted development area, the applicant must completely fill out the Land Bank Application. Application assistance from the City staff is available prior to formal submittal of the application. However, incomplete applications will not be accepted for consideration but will be returned to the applicant with an explanation of what needs to be completed for a possible future submittal.
- If the zoning is not appropriate, the applicant will need to get approval of zoning changes prior to any building.
- If the property under consideration is not in a targeted development area, the applicant must exhibit the financial ability of completing the project by submitting a letter of credit or a pre-approval letter from their bank.
- If the property under consideration is not in a targeted development area, the applicant must attach a comprehensive scope of work proposed for the rehabilitation of the proposed structure for the City staff review. The structure should be compatible with the existing neighborhood.
- If multiple proposals are received for a specific property, all applicants will be asked to make a best and final offer on the property. No new applications will be allowed after the best and final offer letter is sent out. In addition to the bid price, proposals will be evaluated on their ability to finance the project, the quality of the building, the compatibility of the building with existing neighborhoods, individual experiences with building, and homeownership if residential.
- Proposals that are accepted will need to submit all their plans to the City staff to the commencement of construction or demolition. The City staff can send this information to successful applicants.
- The successful applicant should begin construction and shall substantially complete the same, within 12 months after the purchase of the Land Bank property. In the event that construction is not completed
within 12 months, the successful applicant must notify the City Administrator in writing to request an extension.

- Community Development Corporations/Community Housing Development Organizations applicants should begin construction and shall substantially complete the same, within 24 months after the purchase of the Land Bank property. In the event that construction is not completed within 24 months, the successful CDC/CHDO must notify the Land Bank staff in writing to request an extension.

- If Buyer fails or refuses to comply with the conditions assumed by Buyer, or to perform all Buyer's obligations hereunder, Land Bank Board may at its option: (a) rescind and terminate the Contract, whereupon all rights and obligations hereunder shall cease and determine; or (b) enforce this Contract by appropriate action, including an action for specific performance, or for damages for breach, and retain all monies paid or deposited by Buyer pending the determination of such action. The Land Bank Board shall give Buyer written notice of election with respect to their exercise of either of these options.
Brava Universal Swing
The protective surfacing for this design must accommodate the critical fall height.
**Greensburg Park**

ABcreative

33160 W. 83rd Street
De Soto, KS 66018
www.abcreative.net
Main Office: 913-583-3332

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**PROPOSAL:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burke Playground Equipment and Volito Inclusive Swing and Zipventure per drawing 120-136836-1</td>
<td>1</td>
<td>$39,704.00</td>
<td>$39,704.00</td>
</tr>
<tr>
<td>Freight to the location</td>
<td>1</td>
<td>$3,440.00</td>
<td>$3,440.00</td>
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<tr>
<td>Installation of all Burke equipment listed above</td>
<td>1</td>
<td>$14,100.00</td>
<td>$14,100.00</td>
</tr>
<tr>
<td>5,120 sf of GroundSmart rubber mulch delivered to the location</td>
<td>1</td>
<td>$22,530.00</td>
<td>$22,530.00</td>
</tr>
<tr>
<td>Installation of all GroundSmart rubber mulch listed above to a 6&quot; depth. Includes filter fabric.</td>
<td>1</td>
<td>$6,350.00</td>
<td>$6,350.00</td>
</tr>
<tr>
<td>333 lineal feet of Childforms Borders and ADA ramp delivered to the location</td>
<td>1</td>
<td>$3,775.00</td>
<td>$3,775.00</td>
</tr>
<tr>
<td>Installation of all Childforms items listed above</td>
<td>1</td>
<td>$680.00</td>
<td>$680.00</td>
</tr>
<tr>
<td>Site Prep for installation of playground equipment on level, compacted dirt pad. Spoils to be left on site or taken away by the City with their truck</td>
<td>1</td>
<td>$3,320.00</td>
<td>$3,320.00</td>
</tr>
</tbody>
</table>

Total: **$93,899.00**

---

**Pmt Terms: Net 30**

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**Thank you for this opportunity and we look forward to working with you!**

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(Acknowledge With Initials) Credit Cards: ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

(Acknowledge With Initials) Deposits: Manufacturers that require a Material Deposit must be paid at the time of order or Executed Contract. Deposits are NOT subject to retainage. Non-payment of Deposit Invoices will not result in penalty to ABcreative. The Material Deposit required for this order is: **$0.00**
ABcreative General Terms & Special Conditions

________ (Acknowledge With Initials) The terms and conditions set forth in this agreement, and the Customer purchase order accepted by us, shall in all respects govern the sale. To the extent any other agreements exist between the Customer and ABcreative, the terms stated herein shall control. On all ABcreative proposals, the Customer is responsible for completeness, accuracy and conformity to their plans and specifications. ABcreative will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.

________ (Acknowledge With Initials) Pricing: Product prices for the referenced Proposal/Quote are firm for 30 days. Freight estimates are assumed to be a single shipment and are firm for 10 days from Proposal/Quote date. Any applicable taxes not shown will be applied at the time of order. Tax Exemption Certificates verifying tax exempt must be submitted prior to authorizing a product order.

________ (Acknowledge With Initials) Shipping: Shipping Schedules/Lead-times are specific to the manufactures ABcreative represents and can vary based on the time of year product orders are placed. At the time an order is placed, ABcreative will provide an Order Acknowledgment that includes an estimated shipping and delivery schedule. Shipping and delivery dates are not guaranteed.

________ (Acknowledge With Initials) Delivery & Acceptance: It is the responsibility of the Customer to designate a Customer Representative to accept, unload and take title and possession of the goods. A Customer Representative’s name, delivery address and a direct contact phone number is required at time of order. For truckload type deliveries where equipment is packaged in crates or wrapped on pallets, Customers are required to have access to and the capability to operate the appropriate machinery required for safe product offloading. Offloading product is at the sole expense and risk of the Customer. When accepting deliveries, it is the Customer’s responsibility to visually inspect packages for correct package labeling, signs of damage, and verify the number of packages delivered as per the Bill of Lading issued by the delivery agent. Any shortage, discrepancy or content damages must be noted (and photographed, for record) on the delivery ticket and acknowledged by the delivery driver. It is the Customer’s responsibility to open and inspect accepted deliveries to verify contents within five (5) days of delivery. Concealed damage must be reported within ten (10) calendar days of the receiving date or be subject to potential additional charges for new/replacement equipment orders, re-shipping fees and ancillary handling and administrative fees.

________ (Acknowledge With Initials) Returns: Returns are subject to the manufacturers’ restocking fee terms. Returns must be processed within 45 days of the Bill of Lading ticket date for delivery. All returnable products must include original packaging, have never been installed and have been securely stored in an indoor facility until a return is processed. Please contact your ABcreative Project Manager to request a Return Authorization Ticket.

________ (Acknowledge With Initials) Warranty: All claims for warranty should be called into your ABcreative Project Manager. Safekeeping of Owner’s Manuals, product specifications and related purchasing documents is critical for referencing component parts required for future repairs and maintenance. Manufacturer’s warranties are varied and will be provided at the time of delivery. Replacement of vandalized or stolen parts is not covered by warranty. All product warranties originate with the product manufacturer and ABcreative does not provide any separate warranty, whether expressed or implied.

________ (Acknowledge With Initials) Insurance Requirements: ABcreative maintains Worker’s Compensation and Commercial General Liability insurance coverages.

________ (Acknowledge With Initials) Installation Services & Site Access: ABcreative Proposals/Quotes that include an Installation price assume normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals/Quotes do not include rock excavation (See Rock Clause Above), hand digging or grading to level. Rock excavation, hand digging and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer’s responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.

________ (Acknowledge With Initials) Rescheduling: A $1,500 remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project sites to perform work on an approved, scheduled installation date. Rescheduling of lost work days will be at the discretion of ABcreative based on the availability of personnel and without penalty.

________ (Acknowledge With Initials) Rock Clause: ABCreative Proposals/Quotes that include an installation price are subject to a “Rock Clause” whereby when underground rock encountered during installation in excess of 12-inches square by 2-inches thick will incur additional charges as follows: $750 first hour (one hour minimum) and $195 for each additional hour - Reg Rate (Does NOT include Prevailing Wage). Work onsite will NOT stop or be delayed for authorization to proceed.

(Name/Ph. Number of Customer Representative Accepting Delivery)

Shipping Address

To accept this quote, please print name, sign, date and return to ABcreative.

After signature, this form becomes contract for purchase of item(s) mentioned above. Credit card payments accepted on condition.

Print Name  Signature  Date

Page 2 of 2
## Greensburg Park

**ABcreative**

33160 W. 83rd Street  
De Soto, KS 66018  
www.abcreative.net  
Main Office: 913-583-3332

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Burke Playground Equipment and Volito Inclusive Swing per drawing 120-134597-2</td>
<td>$31,856.00</td>
<td>$31,856.00</td>
</tr>
<tr>
<td>1</td>
<td>Freight to the location</td>
<td>$3,360.00</td>
<td>$3,360.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all Burke equipment listed above</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>1</td>
<td>2,570 sf of GroundSmart rubber mulch delivered to the location</td>
<td>$11,270.00</td>
<td>$11,270.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all GroundSmart rubber mulch listed above to a 6&quot; depth. Includes filter fabric.</td>
<td>$3,180.00</td>
<td>$3,180.00</td>
</tr>
<tr>
<td>1</td>
<td>204 lineal feet of Childforms Borders and ADA ramp delivered to the location</td>
<td>$2,750.00</td>
<td>$2,750.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all Childforms items listed above</td>
<td>$550.00</td>
<td>$550.00</td>
</tr>
<tr>
<td>1</td>
<td>Site Prep for installation of playground equipment on level, compacted dirt pad. Spoils to be left on site or taken away by the City with their truck</td>
<td>$2,820.00</td>
<td>$2,820.00</td>
</tr>
</tbody>
</table>

Total $65,786.00

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This Quote does **NOT** include Sales Tax. Applicable Sales Tax will be charged and collected at time of Invoice unless a Tax Exemption Certificate is provided.

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(Acknowledge With Initials) **Credit Cards:** ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

(Acknowledge With Initials) **Deposits:** Manufacturers that require a Material Deposit must be paid at the time of order or Executed Contract. Deposits are **NOT** subject to retainage. Non-payment of Deposit Invoices will not result in penalty to ABcreative.

The Material Deposit required for this order is: **$0.00**

---

Thank you for this opportunity and we look forward to working with you!
ABcreative General Terms & Special Conditions

__________ (Acknowledge With Initials) The terms and conditions set forth in this agreement, and the Customer purchase order accepted by us, shall in all respects govern the sale. To the extent any other agreements exist between the Customer and ABcreative, the terms stated herein shall control. On all ABcreative proposals, the Customer is responsible for completeness, accuracy and conformity to their plans and specifications. ABcreative will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.

__________ (Acknowledge With Initials) Pricing: Product prices for the referenced Proposal/Quote are firm for 30 days. Freight estimates are assumed to be a single shipment and are firm for 10 days from Proposal/Quote date. Any applicable taxes not shown will be applied at the time of order. Tax Exemption Certificates verifying tax exempt must be submitted prior to authorizing a product order.

__________ (Acknowledge With Initials) Shipping: Shipping Schedules/Lead-times are specific to the manufactures ABcreative represents and can vary based on the availability of personnel and without penalty.

__________ (Acknowledge With Initials) Delivery & Acceptance: It is the responsibility of the Customer to designate a Customer Representative to accept, unload and verify contents within five (5) days of delivery. Concealed damage must be reported within ten (10) calendar days of the receiving date or be subject to potential additional charges for new/replacement equipment orders, re-shipping fees and ancillary handling and administrative fees.

__________ (Acknowledge With Initials) Returns: Returns are subject to the manufactures’ restocking fee terms. Returns must be processed within 45 days of the Bill of Lading ticket date for delivery. All returnable products must include original packaging, have never been installed and have been securely stored in an indoor facility until a return is processed. Please contact your ABcreative Project Manager to request a Return Authorization Ticket.

__________ (Acknowledge With Initials) Warranty: All claims for warranty should be called into your ABcreative Project Manager. Safekeeping of Owner's Manuals, product specifications and related purchasing documents is critical for referencing component parts required for future repairs and maintenance. Manufacturer’s warranties are varied and will be provided at the time of delivery. Replacement of vandalized or stolen parts is not covered by warranty. All product warranties originate with the product manufacturer and ABcreative does not provide any separate warranty, whether expressed or implied.

__________ (Acknowledge With Initials) Insurance Requirements: ABcreative maintains Worker's Compensation and Commercial General Liability insurance coverages.

__________ (Acknowledge With Initials) Installation Services & Site Access: ABcreative Proposals/Quotes that include an Installation price assume normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals/Quotes do not include rock excavation (See Rock Clause Above), hand digging or grading to level. Rock excavation; hand digging; and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer’s responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.

__________ (Acknowledge With Initials) Rescheduling: A $1,500 remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project sites to perform work on an approved, scheduled installation date. Rescheduling of lost work days will be at the discretion of ABcreative based on the availability of personnel and without penalty.

__________ (Acknowledge With Initials) Rock Clause: ABCreative Proposals/Quotes that include an Installation price are subject to a “Rock Clause” whereby when underground rock encountered during installation in excess of 12-inches square by 2-inches thick will incur additional charges as follows: $750 first hour (one hour minimum) and $195 for each additional hour - Reg Rate (Does NOT include Prevailing Wage). Work onsite will NOT stop or be delayed for authorization to proceed.

(Name/Ph. Number of Customer Representative Accepting Delivery
Shipping Address

To accept this quote, please print name, sign, date and return to ABcreative.

After signature, this form becomes contract for purchase of item(s) mentioned above. Credit card payments accepted on condition.
SITE PLAN

AREA: 2,515 SQ. FT.
PERIMETER: 198 FT.

40" 0' x 72" 0'

STRACTION SIZE

6-23 MONTH OLDS
2-5 YEAR OLDS
5-12 YEAR OLDS
13+ YEAR OLDS

ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)

NUMBER OF PLAY EVENTS
NUMBER OF ELEVATED PLAY EVENTS
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMPS OR TRANSFER SYSTEM:
NUMBER OF GROUND LEVEL PLAY EVENTS:
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:

12
7
PROVIDED: 6
PROVIDED: 4
PROVIDED: 5
PROVIDED: 4
PROVIDED: 4
PROVIDED: 2
REQUIES: 6
REQUIES: 4
REQUIES: 4
REQUIES: 2

WARNING!

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.

FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC'S HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.

PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.
### PROPOSAL:

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
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<td>1</td>
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<td>$28,759.00</td>
<td>$28,759.00</td>
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<tr>
<td>1</td>
<td>Freight to the location</td>
<td>$3,250.00</td>
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<td>1</td>
<td>Installation of all Burke equipment listed above</td>
<td>$9,800.00</td>
<td>$9,800.00</td>
</tr>
<tr>
<td>1</td>
<td>2,515 sf of GroundSmart rubber mulch delivered to the location</td>
<td>$11,270.00</td>
<td>$11,270.00</td>
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<tr>
<td>1</td>
<td>Installation of all GroundSmart rubber mulch listed above to a 6” depth. Includes filter fabric.</td>
<td>$3,180.00</td>
<td>$3,180.00</td>
</tr>
<tr>
<td>1</td>
<td>198 lineal feet of Childforms Borders and ADA ramp delivered to the location</td>
<td>$2,750.00</td>
<td>$2,750.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all Childforms items listed above</td>
<td>$550.00</td>
<td>$550.00</td>
</tr>
<tr>
<td>1</td>
<td>Site Prep for installation of playground equipment on level, compacted dirt pad. Spoils to be left on site or taken away by the City with their truck</td>
<td>$2,820.00</td>
<td>$2,820.00</td>
</tr>
</tbody>
</table>

This Quote does NOT include Sales Tax. Applicable Sales Tax will be charged and collected at time of Invoice unless a Tax Exemption Certificate is provided.

**Total**: $62,379.00

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**Credit Cards**: ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

**Deposits**: Manufacturers that require a Material Deposit must be paid at the time of order or Executed Contract. Deposits are NOT subject to retainage. Non-payment of Deposit Invoices will not result in penalty to ABcreative. 

The Material Deposit required for this order is: $0.00

---

Greensburg Park

ABcreative
33160 W. 83rd Street
De Soto, KS 66018
www.abcreative.net
Main Office: 913-583-3332

Bill To:

<table>
<thead>
<tr>
<th>Name</th>
<th>TBD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>TBD</td>
</tr>
<tr>
<td>Phone</td>
<td>TBD</td>
</tr>
<tr>
<td>Email</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Ship To:

<table>
<thead>
<tr>
<th>Name</th>
<th>TBD</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>Phone</td>
<td>TBD</td>
</tr>
<tr>
<td>Email</td>
<td>TBD</td>
</tr>
</tbody>
</table>

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Thank you for this opportunity and we look forward to working with you!

Page 1 of 2
ABcreative General Terms & Special Conditions

[Signature] [Date] [Print Name]

The terms and conditions set forth in this agreement, and the customer purchase order accepted by us, shall in all respects govern the sale. To the extent any other agreements exist between the Customer and ABcreative, the terms stated herein shall control. On all ABcreative proposals, the Customer is responsible for completeness, accuracy and conformity to their plans and specifications. ABcreative will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.

[Signature] [Date] [Print Name]

Pricing: Product prices for the referenced Proposal/Quote are firm for 30 days. Freight estimates are assumed to be a single shipment and are firm for 10 days from Proposal/Quote date. Any applicable taxes not shown will be applied at the time of order. Tax Exemption Certificates verifying tax exempt must be submitted prior to authorizing a product order.

[Signature] [Date] [Print Name]

Shipping: Shipping Schedules/Lead-times are specific to the manufactures ABcreative represents and can vary based on the time of year product orders are placed. At the time an order is placed, ABcreative will provide an Order Acknowledgment that includes an estimated shipping and delivery schedule. Shipping and delivery dates are not guaranteed.

[Signature] [Date] [Print Name]

Installation Services & Site Access: ABcreative Proposals/Quotes that include an Installation price assume normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals/Quotes do not include rock excavation (See Rock Clause Above), hand digging or grading to level. Rock excavation; hand digging; and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer’s responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.

[Signature] [Date] [Print Name]

Rescheduling: A $1,500 remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project sites to perform work on an approved, scheduled installation date. Rescheduling of lost work days will be at the discretion of ABcreative based on the availability of personnel and without penalty.

[Signature] [Date] [Print Name]

Rock Clause: ABcreative Proposals/Quotes that include an Installation price are subject to a “Rock Clause” whereby when underground rock encountered during installation in excess of 12-inches square by 2-inches thick will incur additional charges as follows: $750 first hour (one hour minimum) and $195 for each additional hour - Reg Rate (Does NOT include Prevailing Wage). Work onsite will NOT stop or be delayed for authorization to proceed.

| [Name/Ph. Number of Customer Representative Accepting Delivery] | [Shipping Address] |

To accept this quote, please print name, sign, date and return to ABcreative.

After signature, this form becomes contract for purchase of item(s) mentioned above. Credit card payments accepted on condition.

Print Name __________________________ Signature __________________________ Date __________
## PROPOSAL:

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Burke Playground Equipment and Volito Inclusive Swing per drawing 120-134597-2</td>
<td>$24,054.00</td>
<td>$24,054.00</td>
</tr>
<tr>
<td>1</td>
<td>Freight to the location</td>
<td>$2,870.00</td>
<td>$2,870.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all Burke equipment listed above</td>
<td>$8,800.00</td>
<td>$8,800.00</td>
</tr>
<tr>
<td>1</td>
<td>2,000 sf of GroundSmart rubber mulch delivered to the location</td>
<td>$9,700.00</td>
<td>$9,700.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all GroundSmart rubber mulch listed above to a 6&quot; depth.</td>
<td>$2,700.00</td>
<td>$2,700.00</td>
</tr>
<tr>
<td>1</td>
<td>166 lineal feet of Childforms Borders and ADA ramp delivered to the location</td>
<td>$2,770.00</td>
<td>$2,770.00</td>
</tr>
<tr>
<td>1</td>
<td>Installation of all Childforms items listed above</td>
<td>$420.00</td>
<td>$420.00</td>
</tr>
<tr>
<td>1</td>
<td>Site Prep for installation of playground equipment on level, compacted dirt pad. Spoils to be left on site or taken away by the City with their truck</td>
<td>$2,320.00</td>
<td>$2,320.00</td>
</tr>
</tbody>
</table>

Thank you for this opportunity and we look forward to working with you!

**Pmt Terms: Net 30**

**Total** $53,634.00

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(Acknowledge With Initials) **Credit Cards:** ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

(Acknowledge With Initials) **Deposits:** Manufacturers that require a Material Deposit must be paid at the time of order or Executed Contract. Deposits are NOT subject to retainage. Non-payment of Deposit Invoices will not result in penalty to ABcreative. **The Material Deposit required for this order is:** $0.00

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This Quote does **NOT** include Sales Tax. Applicable Sales Tax will be charged and collected at time of Invoice unless a Tax Exemption Certificate is provided.
ABcreative General Terms & Special Conditions

(ACKNOWLEDGE WITH INITIALS) The terms and conditions set forth in this agreement, and the Customer purchase order accepted by us, shall in all respects govern the sale. To the extent any other agreements exist between the Customer and ABcreative, the terms stated herein shall control. On all ABcreative proposals, the Customer is responsible for completeness, accuracy and conformity to their plans and specifications. ABcreative will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.

(ACKNOWLEDGE WITH INITIALS) PRICING: Product prices for the referenced Proposal/Quote are firm for 30 days. Freight estimates are assumed to be a single shipment and are firm for 10 days from Proposal/Quote date. Any applicable taxes not shown will be applied at the time of order. Tax Exemption Certificates verifying tax exempt must be submitted prior to authorizing a product order.

(ACKNOWLEDGE WITH INITIALS) SHIPMENT: Shipping Schedules/Lead-times are specific to the manufactures ABcreative represents and can vary based on the time of year product orders are placed. At the time an order is placed, ABcreative will provide an Order Acknowledgment that includes an estimated shipping and delivery schedule. Shipping and delivery dates are not guaranteed.

(ACKNOWLEDGE WITH INITIALS) DELIVERY & ACCEPTANCE: It is the responsibility of the Customer to designate a Customer Representative to accept, offload and securely store product. A Customer Representative’s name, delivery address and a direct contact phone number is required at time of any order. For truckload type deliveries where equipment is packaged in crates or wrapped on pallets, Customers are required to have access to and the capability to operate the appropriate machinery required for safe product offloading. Offloading product is at the sole expense and risk of the Customer. When accepting deliveries, it is the Customer’s responsibility to visually inspect packages for correct package labeling, signs of damage, and verify the number of packages delivered as per the Bill of Lading issued by the delivery agent. Any shortage, discrepancy or content damages must be noted (and photographed, for record) on the delivery ticket and acknowledged by the delivery driver. It is the Customer’s responsibility to open and inspect accepted deliveries to verify contents within five (5) days of delivery. Concealed damage must be reported within ten (10) calendar days of the receiving date or be subject to potential additional charges for new/replacement equipment orders, re-shipping fees and ancillary handling and administrative fees.

(ACKNOWLEDGE WITH INITIALS) RETURNS: Returns are subject to the manufactures’ restocking fee terms. Returns must be processed within 45 days of the Bill of Lading ticket date for delivery. All returnable products must include original packaging, have never been installed and have been securely stored in an indoor facility until a return is processed. Please contact your ABcreative Project Manager to request a Return Authorization Ticket.

(ACKNOWLEDGE WITH INITIALS) WARRANTY: All claims for warranty should be called into your ABcreative Project Manager. Safekeeping of Owner’s Manuals, product specifications and related purchasing documents is critical for referencing component parts required for future repairs and maintenance. Manufacturer’s warranties are varied and will be provided at the time of delivery. Replacement of vandalized or stolen parts is not covered by warranty. All product warranties originate with the product manufacturer and ABcreative does not provide any separate warranty, whether expressed or implied.

(ACKNOWLEDGE WITH INITIALS) INSURANCE REQUIREMENTS: ABcreative maintains Worker’s Compensation and Commercial General Liability insurance coverages.

(ACKNOWLEDGE WITH INITIALS) INSTALLATION SERVICES & SITE ACCESS: ABcreative Proposals/Quotes that include an installation price assume normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals/Quotes do not include rock excavation (See Rock Clause Above), hand digging or grading to level. Rock excavation; hand digging; and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer’s responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.

(ACKNOWLEDGE WITH INITIALS) RESCHEDULING: A $1,500 remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project sites to perform work on an approved, scheduled installation date. Rescheduling of lost work days will be at the discretion of ABcreative based on the availability of personnel and without penalty.

(ACKNOWLEDGE WITH INITIALS) ROCK CLAUSE: ABCreative Proposals/Quotes that include an Installation price are subject to a “Rock Clause” whereby when underground rock encountered during installation in excess of 12-inches square by 2-inches thick will incur additional charges as follows: $750 first hour (one hour minimum) and $195 for each additional hour - Reg Rate (Does NOT include Prevailing Wage). Work onsite will NOT stop or be delayed for authorization to proceed.

To accept this quote, please print name, sign, date and return to ABcreative.

After signature, this form becomes contract for purchase of item(s) mentioned above. Credit card payments accepted on condition.

(Name/Ph. Number of Customer Representative Accepting Delivery)

Shipping Address

Page 2 of 2
Network/computer agreement customers:

With the year 2020 behind us, we uncovered many issues that we will be addressing as we move into 2021. For years, we have provided IT services at the lowest cost possible to the consumer. The global pandemic and mass switch to remote networking has fundamentally changed the landscape of IT work. With that in mind, we are changing our IT practices to provide better service to the end-user.

We will be introducing a revised Service Agreement for our IT customer. This year will require upgrades to operating systems, any network hardware/software, and network firewalls. New requirements include the change to making sure all software is vendor-supported. Computers running Microsoft Windows must be running the current version of the operating system. Many have not made the upgrade to Windows 10, putting both the computer and network at risk, keeping us from providing necessary support. The new Service Agreements require a currently licensed, vendor-supported backup solution that can be monitored and provide automatic reports. Covered networks must have a currently licensed, vendor-supported firewall with gateway security services enabled.

While some of these changes may seem daunting, they are being made in the best interest of keeping your business current, protected, and moving. We look forward to continuing to serve you.

Rick Dirks
President Office Solutions, Inc.
City of Greensburg
300 South Main
Greensburg, KS  67054

City of Greensburg,

Your current IT service agreement will expire 2-28-2021. We've included the new agreement with this letter. Please sign where indicated and return via email or mail within 10 days of receipt.

Pricing for 2021.
If any computer listed is not working and needs to be removed please let us know, that will positively affect your contract. All computers on your network must be on the agreement.

14 @ $65.00 per month.  One year. $910.00 per month.

If your business plan is to not have IT support with Office Solutions, Inc. please let us know immediately.

Thank you,

Rick Dirks
rick.dirks@officesi.com
President Office Solutions, Inc.
OFFICE SOLUTIONS, INC.
Remote Service Agreement

In accordance with the terms and conditions here set forth, Office Solutions, Inc. (OSI) hereby agrees as follows:

Bill to:  City of Greensburg  
Ship to:  Same

Customer: City of Greensburg  Customer: Same
Address: 300 South Main  
Address: 
City: Greensburg  State: KS  Zip: 67054  City:  State:  Zip: 
Backup Contact: Christy Pyatt  clerk@greensburgks.org
(Please provide a contact name and email address)

Contract Start Date: 3-1-2021

COVERED EQUIPMENT
The equipment to be covered under this agreement is as listed herein:

ID# 3646 Big Well Office  ID# 5910 Server 2016  ID# 5897 Public Works
ID# 6148 Main Bld  ID# 5337 Server 2012  ID# 5905 Big Well Rec.
ID# 5860 Chief Police  ID# 6131 Main Bld laptop  ID# Location
ID# 5992 Main Bld Stacy  ID# 6064 Chief Police #2  ID# Location
ID# 5923 Main Bld Christy  ID# 5826 Chief Police #1  ID# Location
ID# 5924 Main Bld Rec.  ID# 5896 Public Works  ID# Location

Terms of Agreement
The RSA agreement shall remain in force for a period of one year unless either party provides ninety (90) days written notification of its intent to not renew this agreement. This agreement may be reviewed annually to address any necessary adjustments or modifications. This RSA automatically renews for a subsequent one-year term beginning on the day immediately following the end of the initial term.

Fees & Payment Schedule
Fees will be $910.00 per month, invoiced to client on a monthly basis and will become due and payable on the first day of each month. Services will be suspended if payment is not received following the due date. It is understood that all services requested by Client that fall outside of the terms of the RSA will be considered billable as separate services. The applicable service rate outside the scope of the contract is $125.00 per hour plus mileage.

Coverage
Remote helpdesk along with vendor management of Clients IT networks will be provided to the Client by Office Solutions, Inc. through remote means between the hours of 8:00 AM to 5:00 PM Central time, Monday – Friday, excluding designated Federal holidays. Network monitoring Services will be provided 24/7/365. Hardware cost of any kind are not covered under the terms of this RSA.
Support & Escalation
Office Solutions, Inc. will respond to Clients service request within four business hours bases on above coverage
description. Service request must be opened by email or phone to our helpdesk. Each call will be assigned a service ticket
number for tracking. Escalation of service tickets will be based on the level of support and service needed to resolve the
issues.

Service Outside of Normal Hours
Emergency services performed outside of the hours of 8:00 AM-5:00 PM Monday through Friday, excluding designated
Federal holidays, shall be provided only on an as-available basis, and invoiced as billable. Service calls where no trouble
is found: Client shall be billed at the current applicable rate.

Additional Maintenance Services
Office Solution, Inc. shall provide support of all hardware and systems specified in this contract provided that all hardware
is covered under a currently active vendor support contract or replaceable parts be readily available, and all software be
genuine, currently licensed and vendor-supported. Should any hardware or systems fail to meet these provisions, they will
be excluded from the RSA. Office Solutions, Inc. does not provide support for operation of line-of business software but
may facilitate communication between vendor support and Client after first receiving the client’s authorization to incur
them.
If it is determined that a computer reformate is needed to get to operational standards, the service time to complete those
services will be covered under this agreement, provided the hardware is under warranty. If, however, the hardware is no
longer under warranty, the service time required for the reformat will be billed at the then-current service rate.

Virus Recover for Current, Licensed Antivirus-Protected Systems
Attempted recover from damages caused by virus infection not detected and quarantined by the latest antivirus definitions
is covered under the terms of the RSA. This service is limited to those systems protected with the Office Solutions, Inc.
provided security measures as indicated in this agreement. If a breach occurs and the minimum standards were not in
place, Office Solutions, Inc. will assist as needed and invoice for the time according for the normal service rates outlined
in this agreement. If it is determined that a system needs to be reformatted, it must comply with the reformat parameters
contained within this RSA.

Monitoring Services
Office Solutions, Inc. will provide ongoing monitoring and security services of all critical devices as indicated in this
agreement. Office Solutions, Inc. will provide monthly reports, as well as documentation of critical alerts, scan and event
resolutions to client. Should a problem be discovered during monitoring, Office Solutions, Inc. shall make every attempt to
rectify the condition in a timely manner through remote means.

Suitability of existing environment – Minimum standard required for services
In order for the clients existing environment to qualify for Office Solutions, Inc. managed services, the following
requirements must be met:

A. All servers with Microsoft Windows operating systems must be running a version of the operating system under
current support by Microsoft and have the latest Microsoft service packs and critical updates installed.
B. All desktop PC’s and notebooks/laptops with Microsoft Windows operating systems must be running a version of
the operating system under current support by Microsoft and have the latest Microsoft serviced packs and critical
updates installed.
C. All server and desktop software must be genuine, licensed and vendor-supported.
D. The environment must have a currently licensed, up-to-date and vendor-supported antivirus solution protecting all
servers, desktop, notebooks/laptops and email (provided by Office Solutions, Inc. under the RSA).
E. The environment must have a currently licensed, vendor-supported backup solution that can be monitored, and
send notification on job failures and successes.
F. The environment must have a currently licensed, vendor-supported hardware firewall with gateway security
services enabled between all internal networks and the internet (Gateway services are provided under this RSA
given Client’s use of Office Solutions, Inc.-supported firewall device).
G. All Wireless data traffic in the environment must be securely encrypted, or sufficiently isolated from the internal
network for which monitoring and support is being provided.
H. Client must utilize an enterprise-level email hosting solution, including centralized administration, managed and configured spam filtering features, and antivirus filtering at a minimum.

I. Client end users will not have administrative privileges on any machines or other networked devices unless approved by Office Solutions, Inc.

Cost required to bring clients environment up to these minimum standards are not included in this RSA.

**Excluded Service**

Service rendered under the RSA does not include the following:

A. Services requiring an on-site visit by an engineer for resolution.
B. Parts, equipment or software not covered by vendor/manufactures warranty or support.
C. The cost of any parts, equipment, or shipping charges of any kind.
D. The additional cost of remote backup above 100 gigabytes per month.
E. The additional cost of local disaster recovery workstation images above quantity 1 workstation(s).
F. The additional cost of local disaster recover server images above quantity 3 server(s).
G. The additional cost of remote disaster recover servers images above quantity 3 server(s).
H. The additional cost of managed workstations over 18 and server over 5.
I. The cost of any software, licensing, or software renewal or upgrade fees of any kind, other than those specifically mentioned in this agreement.
J. The cost of any 3rd party vendor or manufacture support or incident fees of any kind.
K. The cost of bring clients environment up to minimum standards required for services.
L. Failure due to acts of God, building modifications, power failures or other adverse environmental conditions or factors.
M. Service and repair made necessary by the alteration or modification of equipment other than that authorized by Office Solutions, Inc. including alterations, software installations or modifications of equipment made by Office Solutions, Inc. employees or anyone other than Office Solutions, Inc.
N. Maintenance of applications software packages, where acquired from Office Solutions, Inc. or any other source.
O. Programming (modification of software code) and program (software) maintenance.
P. Training services of any kind.
Q. Service to install any new hardware whether it's being added to the environment or replacing current hardware.
R. If such hardware is purchased from Office Solutions, Inc. the then-current discounted service rate will apply. If the hardware was available for purchase through Office Solutions, Inc., but was purchased elsewhere, service time will be billed at the current non-discounted service rate.
S. All services related to regulatory compliance or audit functions, including but not limited to checklist and questionnaires not specially outline in this agreement.
T. Service to reformat a computer that is no longer under warranty.
U. Services to rectify damages or lingering issues resulting from malware, crypto locker infection, or similar, occurring prior to inception of this RSA.

**Acceptance of Remote Service Agreement (RSA)**

This RSA covers only those services and equipment in service at the signing of this RSA and referenced in this document under equipment ID#s. Office Solutions, Inc. must deem acceptable and any equipment services client may want to add to this RSA after the effective date for inclusion under this RSA. The addition of equipment or services not in service at the signing of this RSA, if acceptable to Office Solutions, Inc. shall result in an adjustment to the client’s monthly charges.

By agreeing to these terms, client agrees to receive alerts and notifications, including automated, from Office Solutions, Inc.

IN WITNESS WHEREOF, the parties have executed this agreement as of the dated indicated above.

Accepted for City of Greensburg

______________________________  Accepted for Office Solutions, Inc.
BY: Printed Name, Title and Date  BY: Printed Name, Title and Date

Signature

Signature

2021
REQUEST FOR PROPOSAL
6,000 SQUARE FOOT INDUSTRIAL BUILDING
GREENSBURG BUSINESS PARK

Overview

The City of Greensburg, KS desires to build a speculative commercial building in order to create new jobs and investment, all focused on improving the business climate and making the region more competitive. The City is seeking a builder to construct a 60 x 100 foot metal building for commercial use. The site for this project is located at the Greensburg Business Park at the east edge of the Greensburg City Limits. The proposed location is Block 1, Lot 5 on the west side of Cottonwood Street.
Building Requirements

- A building footprint of 6,000 square feet, 60 x 100 feet.
- Metal building and roof with sixteen-foot-high side walls.
- The site work required is what is needed for the building footprint prep to allow for proper drainage away from the building. There is no site paving or landscaping included in this project.
- Three metal exterior walk in doors, with no glass. One front entry walk in door to the south. Walk in doors (2) on the east and west sides.
- Five aluminum frame windows, approximately 48”x48” that can open. Three to be placed on the north, two on the south.
- The floor surface shall be a poured 6” concrete floor.
- R-30 Insulation in the ceiling and exterior walls.
- Sewer and water lines ran to the building and stubbed in the east end of the building. Building distance from Cottonwood Street and sewer/water access will be 150 feet. Two water lines to be ran, one 2-inch line and one 6-inch line for future fire suppression installation.
- Two 16’ W x 16’ H, at grade, insulated overhead doors to be installed into the east and west sides of the building.
- 400 AMP, 3 phase service to the west side of the building with an interior electrical panel. No further electric or lighting to be installed. 100 feet of underground electric to be ran from service pole to the building.
- Gutters and downspouts to be included.
- This will be a shell building, with no fire protection incorporated, or no interior build-out to occur until a tenant/purchaser is identified and the tenant’s build-out requirements are fully understood.
- Compliance with all local, state, and federal zoning, and building codes.
Submission Requirements:
Interested builders should submit the following:
• A proposed scope of work
• A proposed schedule
• A proposed project budget
• A proposed rendering of the building

Please send proposals by Wednesday, March 10, 2021 at 5pm to:

City of Greensburg
Stacy Barnes, City Administrator
300 S. Main Street
Greensburg, KS 67054
620-723-2751
administrator@greensburgks.org