



**Board of Riley County
Commissioners
Regular Meeting
Agenda
October 10, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Closing Upon Transfer of Property for New University Park Fire Station
4. Fire Station 110 , University Park, Construction Contract with Riley Construction
5. Riley County Health Department Custom Data Processing Agreement
6. 2025 Pawnee Mental Health Contract Approval
7. Retail Dealer's 2025 Cereal Malt Beverages License for Stagg Hill Golf Club
8. Sign a Tax Roll Correction
9. Sign Riley County Employee Action Form(s)
10. Discuss Joint City/County/County Meeting Agenda
11. Approve payroll/accounts payables for Friday, October 18th

Review Minutes

12. Board of Riley County Commissioners - Special Meeting - Oct 4, 2024 9:00 AM
13. Board of Riley County Commissioners - Regular Meeting - Oct 7, 2024 8:30 AM

Review Tentative Agenda

14. Tentative Agenda

Press Conference Topics

15. Discuss Press Conference

9:00 AM

Executive Session

16. Executive session to discuss a performance matter involving non-elected personnel

10:00 AM

Executive Session

17. Executive session to discuss a performance matter involving non-elected personnel

10:55 AM

Clancy Holeman, Counselor/Director of Administrative Services

18. Executive session to discuss a performance matter involving non-elected personnel

Adjournment

Announcements

Riley County Offices will be closed Monday, October 14th due to Employee Day.

The Board of County Commissioners will not be in session on Monday, October 14th.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Agreement

Clancy Holeman
Counselor/Director of
Administrative Services
115 North 4th Street
Manhattan, KS 66502
Phone: 785-565-6844

COMMISSION AGENDA REPORT

FROM: Bryant Parker, Deputy County Counselor

MEETING: October 10, 2024

SUBJECT: Closing Upon Transfer of Property for New University Park Fire Station

PRESENTER: Bryant Parker, Deputy County Counselor

BACKGROUND

Riley County Fire District # 1 (“Fire District”) has undertaken a facilities modernization program to construct new and enhance existing facilities (where feasible) to provide the Fire District with adequate and safe storage for firefighting vehicles and equipment. The current fire station serving University Park and the surrounding area, located at 7412 Redbud Dr. Manhattan, KS 66503, has been identified by the Fire District and the Board of County Commissioners of Riley County, Kansas (“County”) as one of the Fire District’s facilities that require replacement.

The Fire District has worked with the University Park Improvement District (“UPID” or “Seller”) to identify a site for a new fire station to serve residents of UPID and the surrounding area. A site has been identified, and County and UPID entered into a Real Estate Purchase Agreement with an effective date of July 25, 2024 (“Agreement”) for the acquisition of the identified site for the new fire station (“New Fire Station Property”). Under the terms of the Agreement, UPID has agreed to transfer the New Fire Station Property to the County and, in turn, upon completion of the new fire station, the County has agreed to transfer all of the County’s interest in the present fire station serving University Park to the UPID.

All conditions for the transfer of the New Fire Station Property to occur under the Agreement have been complied with by the County and UPID. This includes approval of a Special Use Permit authorizing construction of a new fire station upon the New Fire Station Property, as well as the approval and acceptance of a plat subdividing the New Fire Station Property from the larger parcel surrounding it to remain owned by UPID. The name of the New Fire Station Property plat is The Riley County Fire District # 1 Fire Station 110, a subdivision in Riley

County, Kansas, and this plat and the Special Use Permit were approved and accepted by the Board of County Commissioners during its regularly scheduled meeting on October 7, 2024.

DISCUSSION

Because the primary compensation provided to UPID under the Agreement is nonmonetary, Charlson & Wilson is not serving as a traditional escrow agent and no settlement statement needs to be approved and executed by the Board of County Commissioners. However, the Board of County Commissioners still must approve and execute a Sales Validation Questionnaire as required by Kansas law. Furthermore, it is appropriate for the Board of County Commissioners to memorialize its acceptance of the transfer of the New Fire Station Property from the UPID, and to authorize the Chairperson of the Board of County Commissioners to execute any additional documentation required for the deed of the New Fire Station Property to be recorded by Charlson & Wilson and for Charlson & Wilson to issue to the county a title insurance policy insuring the County's ownership of the New Fire Station Property.

FISCAL IMPACT

None. All costs associated with the title insurance policy and deed recording fees are to be paid from project funds dedicated to construction of the new fire station.

RECOMMENDATION(S)

I recommend you accept the transfer of the New Fire Station Property by UPID to the County via special warranty deed and authorize the Chair of the Riley County Board of County Commissioners to execute the Sales Validation Questionnaire and all other documents that may be required by Charlson & Wilson to close the transaction and record the special warranty deed.

POSSIBLE MOTION(S)

- A. "I move that the Board accept the transfer of the New Fire Station Property by UPID to the County via special warranty deed and authorize the Chair of the Riley County Board of County Commissioners to execute the Sales Validation Questionnaire and all other documents that may be required by Charlson & Wilson to close the transaction and record the special warranty deed."
- B. "I move that the Board accept the transfer of the New Fire Station Property by UPID to the County via special warranty deed and authorize the Chair of the Riley County Board of County Commissioners to execute the Sales Validation Questionnaire and all other documents that may be required by Charlson & Wilson to close the transaction and record the special warranty deed, subject to the following conditions"

The Board agreed by consensus to

Enclosures:

- Real Estate Purchase Agreement - Fire Station 110 - FULLY EXECUTED (PDF)
- UP Fire Station - Sales Validation Questionnaire (PDF)

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (the "Agreement") is made and entered into this 25th day of July, 2024 (the "Effective Date"), by and between **RILEY COUNTY, KANSAS** acting by and through the Board of County Commissioners of Riley County, Kansas ("Buyer" or "BOCC"), and **THE UNIVERSITY PARK IMPROVEMENT DISTRICT**, an Improvement District within Riley County, Kansas created and operating under Kansas law ("Seller").

WHEREAS, Seller and Buyer desire to support and facilitate the construction of a new fire station ("Fire Station Project") housing equipment and personnel of Riley County Fire District # 1 ("RCFD"); and

WHEREAS, the Fire Station Project requires acquisition by the Buyer of a suitable site for construction of the structure; and

WHEREAS, Seller owns suitable property for location of the Fire Station Project and desires to hasten and support construction of the Fire Station Project by dedicating land for the Fire Station Project; and

WHEREAS, Buyer, as the governing body of RCFD, is funding all of the costs of construction of the Fire Station Project and construction of the Fire Station Project is contingent upon receiving without cash remuneration a proper site from Seller; and

WHEREAS, upon completion of the Fire Station Project, Buyer will no longer need to own or use the existing fire station building with a common address of 7412 Redbud Dr., Manhattan, Kansas 66503 ("Existing Fire Station Building"), and Buyer desires to transfer ownership of the Existing Fire Station Building to Seller at that time; and

WHEREAS, Seller agrees and acknowledges that Buyer's transfer of ownership of the Existing Fire Station Building to Seller upon completion and opening of the Fire Station Project, as well as Buyer's funding and construction of the Fire Station Project which serves Seller and Seller's residents, is more than adequate consideration/compensation to support Seller's transfer of property for the location of the Fire Station Project to Buyer hereunder;

WITNESSETH:

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Property. Seller agrees to sell and convey to Buyer, and Buyer agrees to purchase from Seller, the real estate located southeast of the intersection of Redbud Dr. and Lakeview Dr. in Riley County, Kansas, which is described in Exhibit A attached hereto, together with all improvements located thereon and rights and appurtenances thereto (the "Property"). Notwithstanding anything to the contrary, all equipment, furniture and fixtures currently located

on the Property are not included in the sale of the Property and shall remain the property of Seller.

2. **Title Transfer by Special Warranty Deed.** Seller agrees to convey and Buyer agrees to accept marketable title by use of a special warranty deed (the "Deed") conveying marketable title to the Property, subject to easements, covenants and restrictions of record covering the Property, in the form attached hereto as Exhibit B.

3. **Purchase Price.** Buyer and Seller agree that their mutual compliance with the terms of this Agreement constitute the Purchase Price for the Property and are adequate compensation therefore.

4. **Due Diligence.** Seller agrees to allow Buyer reasonable access to the Property to inspect the Property. Buyer will have until 5 PM CST on the 90th day after the Effective Date (the "Inspection Period") in which to inspect the Property (including but not limited to: structural, mechanical, engineering, geological, ecological, environmental, soil, and survey inspections), and otherwise conduct diligence in Buyer's sole discretion to verify if Buyer desires to acquire the Property. All such inspections and testing will be conducted at Buyer's sole cost and expense. Buyer agrees to repair any damage caused to the Property while completing said inspections and testing. If Buyer is not satisfied for any reason with the Property or otherwise elects to not acquire the Property, then Buyer will have the right to terminate this Agreement by delivering to Seller written notice of the termination prior to the aforementioned date and the parties shall be relieved of their respective rights and obligations set forth in this Agreement.

5. **Title Insurance; Closing Costs.** Not later than ten (10) days from the date of this Agreement, Buyer shall cause Charlson & Wilson located in Manhattan, Kansas (the "Title Company") to issue to Buyer a title insurance commitment (the "Commitment") for an owner's policy of title insurance providing for ALTA extended coverage in an amount reasonably fixed by Buyer. Buyer shall pay all escrow and/or closing fees and the cost of the Commitment and title policy to insure the Property, showing merchantable title vested in Seller as of the Closing. If Buyer elects to obtain special coverage or endorsements, Buyer shall pay the cost thereof. Those items listed on the Commitment as to which Buyer shall not object in writing to Seller no later than the earlier to occur of the expiration of twenty (20) days following Buyer's receipt of the Commitment or Closing, or as to which Buyer waives its objections, shall be permitted exceptions. Should Buyer timely object to any matters disclosed on the Commitment as rendering Seller's title unmarketable, Seller shall have the right, but not the obligation, to cure such matters and have the exceptions removed from the Commitment. Seller shall not be required to expend any sum of money or bring any action or proceeding or otherwise incur any expense whatsoever in order to render title marketable. Should Seller fail or refuse to complete such corrective action within ten (10) days after receipt of Buyer's title objections (herein the "Cure Period"), then Buyer may, at Buyer's option, terminate this Agreement by giving Seller written notice of termination. In such event, and except as otherwise provided herein, the parties shall be relieved of their respective rights and obligations set forth in this Agreement. In the alternative, Buyer may (i) waive such objections and close as herein provided without any reduction in the Purchase Price, or (ii) obtain the removal of such items at Buyer's expense.

Should Buyer fail to give notice of termination, Buyer shall be deemed to have waived its title objections.

6. Condition of Property. Buyer acknowledges and agrees that Buyer is acquiring the Property "as is/where is" and that Seller has not made any representation or warranty, express or implied, with respect to the Property, (i) specifically, the Property's compliance with any laws and any other matter concerning the Property, specifically, Seller has not made, does not make, and disclaims any representations or warranties regarding the Property's compliance with environmental protection, pollution, or land use laws, or the disposal or existence in, on, or under the Property of any hazardous substance or (ii) otherwise in connection with the transaction contemplated hereby or with respect to the size, value or condition of the Property or its feasibility or suitability for Buyer's intended use, except as may be specifically set forth herein.

7. Closing. The Closing shall take place within ten (10) days after completion of the time periods set forth in Sections 4 and 5, at a time and location as the parties may agree (the "**Closing Date**"). The Closing Date shall be extended as necessary to provide sufficient time for completing any corrective actions required or permitted to be made under this Agreement. The risk of loss shall be on the Seller until Seller transfers title to Buyer at the Closing.

- (a) As conditions to Buyer's obligation to close, Seller shall provide to Buyer at or before the Closing (1) the Deed and (2) all keys, passcodes and access devices to the Property;
- (b) The Closing shall be contingent upon Buyer's commitment of funds to construct the Fire Station Project (the "Financing Contingency"). Notwithstanding anything to the contrary, should Buyer not close this transaction due to the Financing Contingency, Buyer shall reimburse Seller for all of Seller's actual out-of-pocket expenses incurred in connection with this Agreement. The Financing Contingency shall expire upon Closing.
- (c) Seller shall have consented to and/or granted to Buyer via binding resolution or other action taken by Seller's governing body the following rights, entitlements, benefits and privileges:
 - a. Waiver of all connection charges and fees for the Property, including the Fire Station Project, to receive sanitary sewer and all other sewer services from the University Park Sewer Benefit District and to connect to said District's service infrastructure, including but not limited to connecting lateral lines serving the Fire Station Project and Property improvements to the District's main infrastructure.
 - b. Waiver of all recurring and other charges and fees for the Property, including the Fire Station Project, to receive sanitary sewer and all other sewer services from the University Park Sewer Benefit District in perpetuity so long as the Property is devoted to public use.
 - c. Waiver of all connection charges and fees for the Property, including the Fire Station Project, to receive public water services from the University Park Water Benefit District and to connect to said District's service infrastructure, including

but not limited to connecting lateral lines serving the Fire Station Project and Property improvements to the District's main infrastructure.

- d. Waiver of all recurring and other charges and fees for the Property, including the Fire Station Project, to receive public water services from the University Park Water Benefit District in perpetuity so long as the Property is devoted to public use.
- e. Seller has agreed to dedicate any and all required easements and rights of way for emergency services vehicles to utilize the Property (if any), as requested prior to Closing by Buyer.

8. Real Estate Taxes. All taxes ("Taxes"), if any, due in the year of Closing shall be adjusted and prorated as of the date of Closing. Taxes shall be prorated for the tax year on the basis of taxes levied, or if the taxes for the year of Closing are not known, as of the date of Closing, then such taxes shall be prorated based upon taxes for the previous year.

9. Risk of Loss. The Property shall be held at the risk of Seller until legal title has passed and possession has been given to Buyer.

10. Broker/Agency. Sarah Dahl, Treasurer of Seller University Park Improvement District's Board, is a licensed appraiser and real estate broker within the state of Kansas (Real Estate License # SP-002436047; Appraisers License # G-5134). Notwithstanding the foregoing, Ms. Dahl has neither served as a broker or appraiser in connection with this transaction, and Seller and Buyer each represent and warrant to each other that they have not had any dealings with any real estate brokers, finders or agents in connection with this transaction. If any individual or entity shall assert a claim to a finder's fee, commission or similar fee against either Buyer or Seller, then the party who is alleged to have retained such individual or entity shall and does hereby agree to indemnify and hold harmless the other party from and against any such claim and all costs, expenses or liabilities and damages incurred in connection with such claim or any action or proceeding brought thereon. Notwithstanding any other provision of this Agreement to the contrary, the indemnity and hold harmless provisions contained in this paragraph shall survive the Closing and, if this Agreement is terminated, termination of this Agreement.

11. Default. In the event Buyer fails to fulfill its obligation hereunder, Seller may, at its option, cancel this Agreement. In the event Seller is unable to furnish merchantable title, this Agreement will be null and void and have no further force and effect. If Seller defaults on this Agreement, or if any representation or warranty made by Seller herein fails to be true and such default or failure continues for five (5) business days after Seller receives written notice from Buyer identifying such failure, Buyer shall have the option of terminating this agreement in its entirety.

12. Special Assessments. The following is Seller's best information as of the Effective Date regarding special assessments or fees regarding the Property, or location of the Property in an improvement district: **NONE** per year. Buyer acknowledges that the above information has been provided to Buyer and that Buyer is aware of such special assessments or fees regarding the Property or location of the Property in an improvement district. Buyer shall be solely responsible for all costs of construction and installation of utility extension

improvements to serve the Fire Station Project, including but not limited to all water, sewer, electrical and any gas laterals, and such construction and installation costs shall not be assessed against properties within the University Park Improvement District.

13. Notices. All notices required or permitted under this Agreement shall be in writing and shall be deemed effective: (i) upon delivery to Federal Express or other similar courier service, marked for next day delivery, addressed as set forth below or (ii) upon receipt or refusal if sent by registered or certified mail, return receipt requested, addressed as set forth below. The notice addresses of the parties are as follows:

If to Buyer: Riley County Counselor's Office
Attn: County Counselor
115 N. 4th St., 3rd Floor West
Manhattan, KS 66502

If to Seller: University Park Improvement District
Attn: Board President
7321 Hi-view Drive
Manhattan, KS 66503

14. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors, and assigns.

15. Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of Kansas.

16. Modification and Non-Waiver. This Agreement may not be modified or amended, except by an agreement in writing signed by Seller and Buyer. The parties may waive any of the conditions contained herein or any of the obligations of the other party hereunder, but any such waiver shall be effective only if in writing and signed by the party waiving such conditions or obligations.

17. Entire Agreement. This Agreement (including any exhibits hereto) embodies the entire agreement between the parties concerning the subject matter hereof and replaces and supersedes any prior and contemporaneous negotiations, agreements or understandings among the parties hereto.

18. Headings. The headings of paragraphs herein are for convenience of reference only, do not constitute a part of this Agreement, and shall not be deemed to limit or alter any of the provisions hereof.

19. Counterparts. This Agreement may be executed in one or more counterparts (including execution by facsimile and electronic signatures which shall be binding upon the parties hereto), each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

20. **Severability.** In the event any one or more of the provisions contained in this Agreement shall for any reason be judicially declared to be invalid, illegal, unenforceable or void in any respect, such declaration shall not have the effect of invalidating or voiding the remainder of this Agreement, and the parties hereto agree that the part or parts of this Agreement so held to be invalid, illegal, unenforceable or void will be deemed to have been stricken herefrom and the remainder will have the same force and effectiveness as if such part had never been included herein.

21. **Further Acts.** Each party shall, at any time and from time to time, execute, acknowledge where appropriate and deliver such further instruments and documents and take such other action as may be reasonably requested by the other in order to carry out the intent and purpose of this Agreement. The provisions of this paragraph shall survive Closing.

22. **Transfer of Existing Fire Station Building Upon Completion of Fire Station Project.** Upon completion and opening of the Fire Station Project, Buyer will transfer ownership of the Existing Fire Station Building to Seller. Seller shall receive ownership of the Existing Fire Station Building as-is, and Buyer hereby disclaims all warranties of any kind, be they express or implied, concerning the Existing Fire Station Building both upon the Effective Date of this Agreement and at the time of transfer of ownership to Seller.

23. **Seller Cooperation with Governmental Applications and Platting.** Seller agrees to execute, as owner of the Property prior to Closing, all applications for zoning and development approvals required for the Fire Station project, including but not limited to all special use permit applications, building permit applications, and preliminary and final plat application and filing documents (collectively "Development Approval Documents"). Seller hereby consents to and empowers Buyer to serve as the applicant and authorized agent for execution of all such Development Approval Documents. While Seller agrees to execute the Development Approval Documents, Buyer is solely responsible for preparation of all Development Approval Documents, including all costs associated therewith. No plat or survey of the Fire Station Project shall be submitted by Buyer for final approval unless such plat or survey has been approved by the Seller. Buyer shall be responsible, at Buyer's sole cost, to make or cause to be installed all necessary extensions of utility services to serve the Development Approval Documents, and Seller agrees to grant Buyer any easement without requiring monetary compensation that may be required for Buyer to make connection to such utilities and/or receive emergency services. Buyer shall use best efforts to avoid the need for any such easements, and their location must be mutually agreed upon between Buyer and Seller.

24. **Seller Authorizes Seller President to Execute Documents.** By approval of this Agreement, Seller hereby authorizes the President of Seller's University Park Improvement District Board to execute any and all documents that may be required to implement the terms of this Contract, including all Development Approval Documents and the Deed.

25. **Survival of Closing.** Except as expressly stated otherwise, all terms and conditions of this Agreement shall survive any closing contemplated herein.

[Signatures on following page]

IN WITNESS WHEREOF, Seller and Buyer have executed this Agreement to be effective as of the Effective Date first above written.

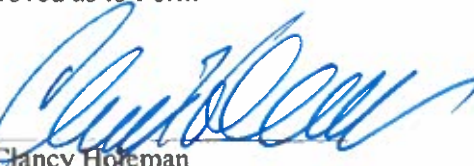
BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS


John Ford, Chair


Greg McKinley, Vice Chair


Kathryn Focke, Member

Approved as to Form

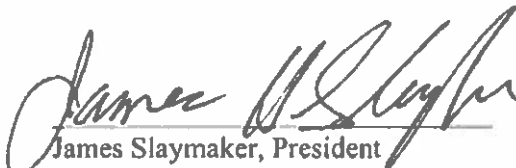
By: 
Clancy Holman
Riley County Counselor

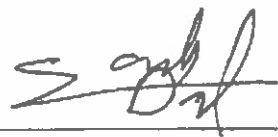
ATTEST:


Rich Vargo, County Clerk



UNIVERSITY PARK IMPROVEMENT DISTRICT


James Slaymaker, President


Sarah Dahl, Treasurer


JoAnn Zahner, Secretary

EXHIBIT A**Property****Tract Description:**

A tract of land in the Southwest Quarter (SW 1/4) of Section 12, Township 8 South, Range 6 East, of the 6th P.M., in Riley County, Kansas, being more fully described as follows:

COMMENCING at the intersection of Lakeview Drive & Redbud Drive in the Subdivision of "University Park" dated 1959, said corner being monumented with a 1/2 rebar; THENCE South 35°42'05" East for a distance of 400.00 feet; THENCE South 54°17'55" West for a distance of 30.00 to the apparent west right of way line of Lakeview Drive, said point also being the POINT OF BEGINNING; THENCE continuing South 54°17'55" West for a distance of 100.00 feet; THENCE North 35°42'05" West for a distance of 100.00 feet; THENCE North 54°17'55" East for a distance of 100.00 feet to the apparent west right of way line of Lakeview Drive; THENCE South 35°42'05" East along said west right of way line for a distance of 100.00 feet to the POINT OF BEGINNING. Containing 0.22 acres more or less. Subject to all easements, restrictions and right-of-way both visible and of record.

Said Tract of Land is depicted on the "Plat of Survey" document dated 01-19-21 attached hereto as Exhibit C.

KANSAS REAL ESTATE SALES VALIDATION QUESTIONNAIRE

FOR COUNTY USE ONLY:		COV # _____	CO. NO. _____	MAP _____	SEC _____	SHEET _____	QTR. _____	BLOCK _____	PARCEL _____	OWN _____
DEED BOOK _____	PAGE _____									
RECORDING DATE _____ / _____ / _____	TYPE OF INSTRUMENT _____	SPLIT ☐	MO _____ YR _____ TY _____ AMOUNT _____ S _____ V _____							
CR _____ RA _____ DE _____		MULTI ☐								

SELLER (Grantor) NAME University Park Improvement District BUYER (Grantee) NAME Board of County Commissioners of Riley County, Kansas

MAILING 7321 Hi-view Drive MAILING 110 Courthouse Plaza

CITY/ST/ZIP Manhattan/KS/66503 CITY/ST/ZIP Manhattan/KS/66502

PHONE NO. () _____ PHONE NO. (785) 565-6200

email (optional) _____ email (optional) _____

IF AN AGENT SIGNS THIS FORM, BOTH BUYER AND SELLER TELEPHONE NUMBERS MUST BE ENTERED.

BRIEF LEGAL DESCRIPTION

Lot 1, RILEY COUNTY FIRE DISTRICT # 1
FIRE STATION 110, Riley County, KS

Property / Situs Address:

Name and Mailing Address for Tax Statements
Board of County Commissioners of Riley County, Kansas
110 Courthouse Plaza
Manhattan/KS/66502

1. Check any special factors that apply:

- ☐ Sale between immediate family members:
Specify the relationship _____
- ☐ Sale involved corporate affiliates or related entities
- ☐ Auction sale (absolute auction ☐ Yes ☐ No)
- ☐ Short sale (amount of lien(s) exceeds sale proceeds)
- ☐ Transfer in lieu of foreclosure or repossession
- ☐ Sale involved a build-to-suit or leaseback arrangement
- ☐ Sale by judicial order (by a guardian, executor, conservator, administrator, or trustee of an estate)
- ☒ Sale involved a government agency or public utility
- ☐ Buyer (new owner) is a religious, charitable, or benevolent organization, school or educational association
- ☐ Buyer (new owner) is a financial institution, insurance company, pension fund, or mortgage corporation
- ☐ Sale of only a partial interest in the real estate
- ☒ Sale involved a trade or exchange of properties
- ☐ None of the above

2. Check use of property at the time of sale:

- ☐ Single family residence ☐ Agricultural land
- ☐ Farm/Ranch with residence ☐ Mineral rights included?
- ☐ Condominium unit ☐ Yes ☐ No
- ☒ Vacant land ☐ Apartment building
- ☐ Other: (Specify) _____ ☐ Commercial/Industrial bldg.

3. Was the property rented or leased at the time of sale?

- ☐ Yes (number of years remaining on lease _____)
- ☐ Tenant is buyer ☒ No

4. Did the sale price include an operating business?

- ☐ Yes (estimated value \$ _____) ☒ No

5. Was any personal property included in the sale price (such as furniture, equipment, inventory, machinery, crops, etc.)?

- ☐ Yes ☒ No If yes, please describe _____

Estimated value of all personal property items included in the sale price \$ N/A

If Mobile Home: Year _____ Model _____

6. Were any changes made to the property since January 1st?

- ☐ Yes ☒ No
- ☐ Demolition ☐ New construction ☐ Remodeling ☐ Additions
- Date completed _____ Amount \$ _____

7. Were any delinquent property taxes paid by the buyer? Amt. \$ _____

- ☐ Yes AND the amount was included in the total sale price
- ☐ Yes but the amount was not included in the total sale price
- ☒ No delinquent property taxes were included in the sale

8. Method of financing (check all that apply):

- ☐ New loan(s) from a financial institution ☐ IRS 1031 Exchange
- ☐ Seller financing ☐ Assumption of an existing loan(s)
- ☐ All cash ☐ Trade of property ☒ Not applicable

9. Was the property offered to other potential buyers?

- ☐ Yes: Advertised (listed, Internet, yard sign, word-of-mouth, etc.)
- ☒ No: Private purchase (not offered on the open market)

10. Does the buyer hold title to any adjoining property?

- ☒ Yes ☐ No

11. Are there any additional facts that would cause this sale to be a distressed, forced, or non-arm's length exchange?

- ☒ Yes ☐ No If yes, please describe _____
- Property is deeded by Seller to Buyer for new Fire Station

K.S.A. 79-1437g. Same; penalty for violations. Any person who shall falsify the value of real estate transferred shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined not more than \$500.

12. TOTAL SALE PRICE \$ \$10.00DEED DATE 10 / 10 / 2024

13. I have read the instructions for completing this form and certify that the above information is true and accurate.

Riley County Board of County Commissioners
 Print name By: John Ford, Chairperson

Signature _____

- ☐ Grantor (Seller) ☒ Grantee (Buyer)
- ☐ Agent Daytime phone number (785) 565-6200

INSTRUCTIONS FOR COMPLETING THE SALES VALIDATION QUESTIONNAIRE
One Part Form

3.b

- ITEM 1** Please check all boxes which pertain to the sale.
- ITEM 2** Check the box which describes the current or most recent use of the property at the time of sale. Check all boxes which are applicable if the property has multiple uses.
- ITEM 3** Check yes if the buyer assumed any long term lease(s) (more than 3 years remaining) at the time of sale. Enter the years remaining if known. Check the box if a tenant (renter or lessee) purchased the property.
- ITEM 4** Check yes if the purchase price included an operating business that may include intangible personal property such as a franchise, trade license patent, trademark, stocks, bonds, and/or goodwill. Estimate the value of the intangibles if this was part of the purchase agreement and include the total sale price.
- ITEM 5** Check yes if any tangible items of property were included in the sale price. If possible, provide a brief description and your estimate of all personal property included in the total sale price.
- ITEM 6** Check yes if the property characteristics changed after January 1st of the sale year. Indicate what type of major change(s) (such as demolition, construction, remodeling, rehabilitation) took place by marking the appropriate box. Indicate the approximate date the changes took place and approximate cost.
- ITEM 7** Check yes if any delinquent property taxes were paid by the buyer and included as part of the sale price. Do not include the estimated real estate taxes prorated for the year the property sold included as part of the typical escrow closing cost.
- ITEM 8** Check the predominate method of financing used to acquire the property. Check "Not Applicable" if money did not exchange hands.
- ITEM 9** Check yes if the property was advertised on the open market, listed with a real estate agent or broker, displayed a for sale sign, advertised in a newspaper or other publication, listed on the internet, and/or offered by word of mouth. A private sale is an exchange that was not made available to the general public or the property was not exposed on the open market.
- ITEM 10** Check yes if the buyer owns or controls the property adjoining or adjacent to the property being purchased.
- ITEM 11** Provide a brief explanation if either the buyer or seller did not act prudently, was not fully informed about the property, did not have knowledge of the local market, was poorly advised, did not use good judgment in the negotiations, was acting under duress, or was compelled to sell or buy property out of necessity.
- ITEM 12** Provide the total sale price and date of sale. The date should be the date that either the deed or the contract for deed was signed, not the date the deed was recorded.
- ITEM 13** Please sign the questionnaire and list a daytime phone number. The county appraiser may need to make a follow up phone call to clarify unusual terms or conditions.

When a real estate sales validation questionnaire is not required due to one or more of the exemptions provided in 1-16 below, the exemption must be clearly stated on the document being filed. The Register of Deeds cannot add this information to the deed at filing.

TRANSFERS OF TITLE THAT DO NOT REQUIRE A SALES VALIDATION QUESTIONNAIRE:

- (1) Recorded prior to the effective date of this act, i.e., July 1, 1991;
- (2) made solely for the purpose of securing or releasing security for a debt or other obligation;
- (3) made for the purpose of confirming, correcting, modifying or supplementing a deed previously recorded, and without additional consideration;
- (4) by way of gift, donation or contribution stated in the deed or other instruments;
- (5) to cemetery lots;
- (6) by leases and transfers of severed mineral interests;
- (7) to or from a trust, and without consideration;
- (8) resulting from a divorce settlement where one party transfers interest in property to the other;
- (9) made solely for the purpose of creating a joint tenancy or tenancy in common;
- (10) by way of a sheriff's deed;
- (11) by way of a deed which has been in escrow for longer than five years;
- (12) by way of a quit claim deed filed for the purpose of clearing title encumbrances;
- (13) when title is transferred to convey right-of-way or pursuant to eminent domain;
- (14) made by a guardian, executor, administrator, conservator or trustee of an estate pursuant to judicial order;
- (15) when title is transferred due to repossession; or
- (16) made for the purpose of releasing an equitable lien on a previously recorded affidavit of equitable interest, and without additional consideration.

- (b) When a real estate sales validation questionnaire is not required due to one or more of the exemptions provided in 1-16 above, the exemption shall be clearly stated on the document being filed.

If you have any questions or need assistance completing this form, please call the county appraiser's office.



**EMERGENCY
MANAGEMENT/FIRE**
Contract > \$10K

Russel Stukey
Emergency Management
Director
115 North 4th Street
Manhattan, KS 66502
Phone: 785-537-6333

COMMISSION AGENDA REPORT

FROM: Russel Stukey & Bryant Parker

MEETING: October 10, 2024

SUBJECT: Fire Station 110 , University Park, Construction Contract with Riley Construction

PRESENTER: Russel Stukey & Bryant Parker

BACKGROUND

Riley County Fire Dist.#1 has been in the process of replacing antiquated fire stations for several years. Station 110 (University Park) is the last of the old cinder block fire stations to be replaced.

DISCUSSION

This process was put into place several years ago. The replacement of Station 110 in UP is the final step in completing the fire station replacement project.

FISCAL IMPACT

The builders contract project cost will be \$230,135.

Additional costs associated with the project but not included in the builder's contract are:

1. Dirt work/building pad which was previously bid at \$17,170
2. Electrical including Generator \$25,000
3. HVAC \$4,800
3. Architect fees \$1,000
4. Title Company fees and Title Insurance \$1,481
5. Riley County deed filing fee \$32.00

Total \$ 279,618

Plus

6. Water line relocation which Riley Co. Public Works has estimated at \$20,360

Grand Total: \$299,978

Use of ARPA funds, as indicated by BOCC members, will lessen the fiscal impact on the local taxpayer and allow Fire District Funds to be used for fire truck replacement/upgrades.

RECOMMENDATION(S)

Staff recommends approval of construction contract with Riley Construction. This is the same contractor that built Fire Station 102 in Ashland.

POSSIBLE MOTION(S)

Move to approve contract with Riley Construction to build Fire Station 110 (University Park) for the amount not to exceed \$230,135, to be paid for with ARPA funds.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- Fire Station 110 University Park construction contract (PDF)



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the day of September in the year two thousand twenty four (2024)

(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

Board of County Commissioners of Riley County, Kansas
110 Courthouse Plaza
Manhattan, Kansas 66502

and the Contractor:

(Name, legal status, address and other information)

Riley Construction Company, Inc.
201 6th Street
Wamego, Kansas 66547

for the following Project:

(Name, location and detailed description)

Riley County Fire District #1
University Park Station 110

The Architect:

(Name, legal status, address and other information)

Anderson Knight Architects, LLC
2505 Anderson Avenue, Suite 201
Manhattan, KS 66502

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

Init.

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User Notes:

(1984776521)

TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
2	THE WORK OF THIS CONTRACT
3	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4	CONTRACT SUM
5	PAYMENTS
6	DISPUTE RESOLUTION
7	TERMINATION OR SUSPENSION
8	MISCELLANEOUS PROVISIONS
9	ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner via the Architect.
- ☐ Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

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☒ Not later than one hundred eighty (180) calendar days from the date of commencement of the Work.

☐ By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be two hundred thirtythousand one hundred thirty five dollars (\$ 230,135.00), subject to additions and deductions as provided in the Contract Documents. This Contract Sum includes the plumbing rough-in and utility scope as part of the base bid. Owner will provide Electrical, HVAC, Site Work, painting, propane tank/lines.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
N/A	

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

Five hundred dollars (\$500.00) per calendar day per Section 00800 – Supplementary Conditions

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the fifteenth (15th) day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the fifteenth (15th) day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Ten percent (10%)

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§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

N/A

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

%

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

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§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017

☒ Litigation in a court of competent jurisdiction

☐ Other (Specify)

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

Reference the "Contractual Provisions Attachment" for termination payment calculation.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Russel Stukey (rstukey@rileycountyks.gov)
EM Director / Fire Chief
Riley County
115 N. 4th
Manhattan, Kansas 66502
785-537-6333

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

Brian Thompson (thompson@rileybuilds.com)
201 6th Street
Wamego, Kansas 66547
785-539-6022

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§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Email to Owner's representative: Russel Stuke; rstukey@rileycountyks.gov

Email to Contractor's representative; thompson@rileybuilds.com

(Paragraphs deleted)

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A201™-2017, General Conditions of the Contract for Construction

(Paragraphs deleted)

.5 Drawings

Number	Title	Date
See attached Exhibit A for Drawing List		

.6 Specifications

Section	Title	Date	Pages
See attached Exhibit B for Table of Contents			

.7 Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Paragraphs deleted)

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X] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Exhibit C	Contractual Provisions Attachment	N/A	8

(Paragraphs deleted)

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Contractor's Bid Form (attached)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Board of Riley County Commissioners of Riley
County, Kansas
John Ford, Chairman
(Printed name and title)

Bryan Newell

CONTRACTOR (Signature)

Riley Construction Company, Inc.
Bryan Newell, Vice President
(Printed name and title)

Digitaly signed by Bryan Newell
DN: cn=US, E=bryan@rileybuilds.com, O="Riley
Construction Company, Inc", OU=Vice President,
CN=Bryan Newell
Date: 2024.09.26 07:24:48-0500

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Additions and Deletions Report for AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 16:57:19 ET on 09/24/2024.

PAGE 1

AGREEMENT made as of the day of September in the year two thousand twenty four (2024)

...

Board of County Commissioners of Riley County, Kansas
110 Courthouse Plaza
Manhattan, Kansas 66502

...

Riley Construction Company, Inc.
201 6th Street
Wamego, Kansas 66547

...

Riley County Fire District #1
University Park Station 110

...

Anderson Knight Architects, LLC
2505 Anderson Avenue, Suite 201
Manhattan, KS 66502

PAGE 2

☒ A date set forth in a notice to proceed issued by ~~the Owner~~ the Owner via the Architect.

PAGE 3

☒ Not later than one hundred eighty (180) calendar days from the date of commencement of the Work.

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be two hundred thirtythousand one hundred thirty five dollars (\$ 230,135.00), subject to additions and deductions as provided in the Contract Documents. This Contract Sum includes the plumbing rough-in and utility scope as part of the base bid. Owner will provide Electrical, HVAC, Site Work, painting, propane tank/lines.

...

N/A

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N/A

...

Five hundred dollars (\$500.00) per calendar day per Section 00800 – Supplementary Conditions

...

N/A
PAGE 4

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows: month.

...

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the fifteenth (15th) day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the fifteenth (15th) day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.

...

Ten percent (10%)
PAGE 5N/A

...

N/A
PAGE 6

[☒] Litigation in a court of competent jurisdiction

...

Reference the "Contractual Provisions Attachment" for termination payment calculation.

...

Russel Stukey (rstukey@rileycountys.gov)
EM Director / Fire Chief
Riley County
115 N. 4th

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User Notes:

(1984776521)

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

Manhattan, Kansas 66502
785-537-6333

...

Brian Thompson (thompson@rileybuilds.com)
201 6th Street
Wamego, Kansas 66547
785-539-6022
PAGE 7

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with ~~a building information modeling exhibit, AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit~~, if completed, or as otherwise set forth below:

(If other than in accordance with ~~a building information modeling exhibit, AIA Document E203–2013~~, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Email to Owner's representative: Russel Stukey; rstukey@rileycountyks.gov
 Email to Contractor's representative: thompson@rileybuilds.com

...

§ ~~8.7~~ Other provisions:

...

- ~~2~~ AIA Document A101™–2017, Exhibit A, Insurance and Bonds
 - ~~3~~ AIA Document A201™–2017, General Conditions of the Contract for Construction
 - ~~4~~ Building information modeling exhibit, dated as indicated below:
- ~~(Insert the date of the building information modeling exhibit incorporated into this Agreement.)~~

...

See attached Exhibit A for Drawing List

...

See attached Exhibit B for Table of Contents

...

~~(Check all boxes that apply and include appropriate information identifying the exhibit where required.)~~

- ☐ ~~AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:~~
~~(Insert the date of the E204–2017 incorporated into this Agreement.)~~

☒ ~~The Sustainability Plan:~~ ☒ Supplementary and other Conditions of the Contract:

Title	Date	Pages
-------	------	-------

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User Notes:

(1984776521)

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

<u>Document</u>	<u>Title</u>	<u>Date</u>	<u>Pages</u>
<u>Exhibit C</u>	<u>Contractual Provisions Attachment</u>	<u>N/A</u>	<u>8</u>

[] ~~Supplementary and other Conditions of the Contract:~~

<u>Document</u>	<u>Title</u>	<u>Date</u>	<u>Pages</u>
-----------------	--------------	-------------	--------------

PAGE 8

Contractor's Bid Form (attached)

...

Board of Riley County Commissioners of Riley
County, Kansas
John Ford, Chairman

Bryan Newell
Riley Construction Company, Inc.
Bryan Newell, Vice President

Digitally signed by Bryan Newell
 DN: cn=US, e=bryan@rileybuilds.com, o="Riley
 Construction Company, Inc.", ou="Vice President,
 Bryan Newell
 Date: 2024.09.26 07:25:12-0500'

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Nick Whitney, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 16:57:19 ET on 09/24/2024 under Order No. 2114471388 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

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User Notes:

(1984776521)



Riley Construction Company, Inc.

201 6th STREET WAMEGO, KS. 66547. PH 785-539-6022.

Submitted To	Riley County	Project	University Park Fire Station
Contact	Russel Stukey	Project Address	10987 Lakeview Drive
Address		City/State	Manhattan, KS
City/State	Manhattan, KS	Email	rstukey@rileycountyks.gov
Phone		Cell	
Fax		Architect	Anderson Knight
Date	9-6-24	Plan Date	2-10-23

We hereby propose to furnish labor, material, and equipment for the following:

Fire Station Scope with updated pricing: **\$209,130**

Plumbing Rough in and utility scope ADD: **\$21,005**

Bathroom Finish ADD: **\$9,658**

Larger 30' Approach ADD: **\$7,966**

Exclusions: Applicable Sales Tax, Permits, Temporary Power, Rock Excavation, Material Storage facility & site safety, all items n specifically detailed above.

Scopes by owner: Electrical, HVAC, Site work, painting, propane tank/lines.

Proposal amount in accordance with specifications for job above	See Above
Payment terms as follows	AIA Monthly Progress Payments

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our worker fully covered by Workman's Compensation Ins.

Authorized
Signature:

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Signature: _____ Title: _____ Date: _____

Signature: _____ Title: _____ Date: _____

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

Exhibit A

DRAWING INDEX

Sheet List	
Sheet Number	Sheet Name
01 - General	
G1.01	General Information
05 - Structural	
S0.01	General Notes & Details
S1.01	1st Floor Framing Plan & Details
06 - Architectural	
A1.01	First Floor Plan
A4.01	Exterior Elevations
07 - MEP	
MEP1.01	MEP Cover Page
MEP2.01	Mechanical Specification
MEP2.02	Electrical Specification
08 - Mechanical	
M1.01	HVAC Floor Plan
M2.01	HVAC Schedules & Details
09 - Plumbing	
P1.01	Plumbing Floor Plan
P2.01	Plumbing Schedules and Details
10 - Electrical	
E1.01	Lighting Floor Plan
E2.01	Power Floor Plan
E3.01	Electrical Schedules & Details

Riley County Fire District

University Park Station 110

Attachment: Fire Station 110 University Park construction contract (15100 : St 110 construction contract)

Exhibit E

DOCUMENT 00010 PROJECT MANUAL TABLE OF CONTENTS

INTRODUCTORY INFORMATION

Title Page

00010 Project Manual Table of Contents

BIDDING REQUIREMENTS

00100 Invitation to Bid
00200 Instructions to Bidders
00210 Supplementary Instructions to Bidders
00410 Bid Form
00435 Bid Security Forms
00520 Agreement Forms
00610 Bonds
00700 General Conditions
00800 Supplementary Conditions

DIVISION 1 GENERAL REQUIREMENTS

01110 Summary of Work
01250 Contract Modification Procedures
01290 Payment Procedures
01310 Project Management and Coordination
01320 Construction Progress Documentation
01330 Submittal Procedures
01400 Quality Requirements
01500 Temporary Facilities and Controls
01610 Basic Product Requirements
01620 Product Options
01630 Product Substitution Procedures
01725 Field Engineering
01770 Closeout Procedures

Note: Specifications were not updated specifically for University Park. The intent of the specifications still applies with scope of work updated per Riley Construction Company proposal dated 9-6-24 and attached.

DIVISION 2 SITE CONSTRUCTION

02300 Earthwork
Geotechnical Report for University Park Station 2
Geotechnical Report for Ashland Bottoms Station 10
02365 Termite Control

DIVISION 8 DOORS AND WINDOWS

08110 Steel Doors and Frames
08361 Sectional Overhead Doors
08710 Door Hardware

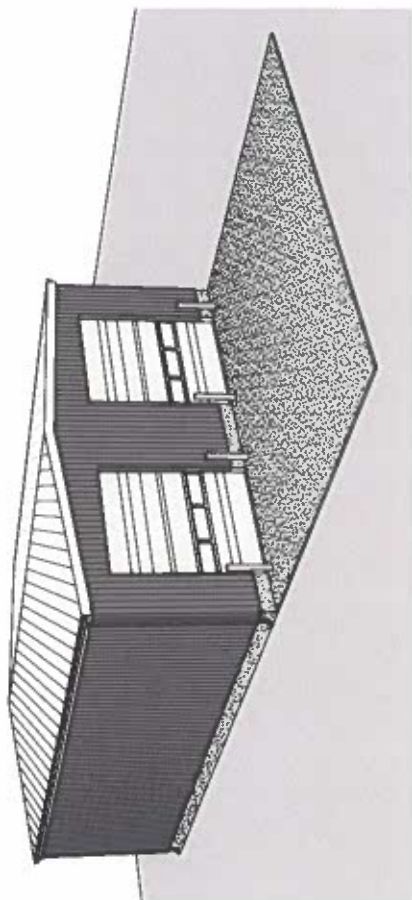
DIVISION 9 FINISHES

09900 Paints and Coatings

DIVISION 13 SPECIAL CONSTRUCTION

13121 Pre-Engineered Buildings

21022 Riley County Fire District #1
SECTION 00210 – SUPPLEMENTARY INSTRUCTIONS TO BIDDERS



DRAWING INDEX

Survey Number	Survey Name	Survey Area	Survey Date	Survey Time	Survey Location	Survey Notes
1	Survey 1	Survey Area 1	Survey Date 1	Survey Time 1	Survey Location 1	Survey Notes 1
2	Survey 2	Survey Area 2	Survey Date 2	Survey Time 2	Survey Location 2	Survey Notes 2
3	Survey 3	Survey Area 3	Survey Date 3	Survey Time 3	Survey Location 3	Survey Notes 3
4	Survey 4	Survey Area 4	Survey Date 4	Survey Time 4	Survey Location 4	Survey Notes 4
5	Survey 5	Survey Area 5	Survey Date 5	Survey Time 5	Survey Location 5	Survey Notes 5
6	Survey 6	Survey Area 6	Survey Date 6	Survey Time 6	Survey Location 6	Survey Notes 6
7	Survey 7	Survey Area 7	Survey Date 7	Survey Time 7	Survey Location 7	Survey Notes 7
8	Survey 8	Survey Area 8	Survey Date 8	Survey Time 8	Survey Location 8	Survey Notes 8
9	Survey 9	Survey Area 9	Survey Date 9	Survey Time 9	Survey Location 9	Survey Notes 9
10	Survey 10	Survey Area 10	Survey Date 10	Survey Time 10	Survey Location 10	Survey Notes 10
11	Survey 11	Survey Area 11	Survey Date 11	Survey Time 11	Survey Location 11	Survey Notes 11
12	Survey 12	Survey Area 12	Survey Date 12	Survey Time 12	Survey Location 12	Survey Notes 12
13	Survey 13	Survey Area 13	Survey Date 13	Survey Time 13	Survey Location 13	Survey Notes 13
14	Survey 14	Survey Area 14	Survey Date 14	Survey Time 14	Survey Location 14	Survey Notes 14
15	Survey 15	Survey Area 15	Survey Date 15	Survey Time 15	Survey Location 15	Survey Notes 15
16	Survey 16	Survey Area 16	Survey Date 16	Survey Time 16	Survey Location 16	Survey Notes 16
17	Survey 17	Survey Area 17	Survey Date 17	Survey Time 17	Survey Location 17	Survey Notes 17
18	Survey 18	Survey Area 18	Survey Date 18	Survey Time 18	Survey Location 18	Survey Notes 18
19	Survey 19	Survey Area 19	Survey Date 19	Survey Time 19	Survey Location 19	Survey Notes 19
20	Survey 20	Survey Area 20	Survey Date 20	Survey Time 20	Survey Location 20	Survey Notes 20
21	Survey 21	Survey Area 21	Survey Date 21	Survey Time 21	Survey Location 21	Survey Notes 21
22	Survey 22	Survey Area 22	Survey Date 22	Survey Time 22	Survey Location 22	Survey Notes 22
23	Survey 23	Survey Area 23	Survey Date 23	Survey Time 23	Survey Location 23	Survey Notes 23
24	Survey 24	Survey Area 24	Survey Date 24	Survey Time 24	Survey Location 24	Survey Notes 24
25	Survey 25	Survey Area 25	Survey Date 25	Survey Time 25	Survey Location 25	Survey Notes 25
26	Survey 26	Survey Area 26	Survey Date 26	Survey Time 26	Survey Location 26	Survey Notes 26
27	Survey 27	Survey Area 27	Survey Date 27	Survey Time 27	Survey Location 27	Survey Notes 27
28	Survey 28	Survey Area 28	Survey Date 28	Survey Time 28	Survey Location 28	Survey Notes 28
29	Survey 29	Survey Area 29	Survey Date 29	Survey Time 29	Survey Location 29	Survey Notes 29
30	Survey 30	Survey Area 30	Survey Date 30	Survey Time 30	Survey Location 30	Survey Notes 30
31	Survey 31	Survey Area 31	Survey Date 31	Survey Time 31	Survey Location 31	Survey Notes 31
32	Survey 32	Survey Area 32	Survey Date 32	Survey Time 32	Survey Location 32	Survey Notes 32
33	Survey 33	Survey Area 33	Survey Date 33	Survey Time 33	Survey Location 33	Survey Notes 33
34	Survey 34	Survey Area 34	Survey Date 34	Survey Time 34	Survey Location 34	Survey Notes 34
35	Survey 35	Survey Area 35	Survey Date 35	Survey Time 35	Survey Location 35	Survey Notes 35
36	Survey 36	Survey Area 36	Survey Date 36	Survey Time 36	Survey Location 36	Survey Notes 36
37	Survey 37	Survey Area 37	Survey Date 37	Survey Time 37	Survey Location 37	Survey Notes 37
38	Survey 38	Survey Area 38	Survey Date 38	Survey Time 38	Survey Location 38	Survey Notes 38
39	Survey 39	Survey Area 39	Survey Date 39	Survey Time 39	Survey Location 39	Survey Notes 39
40	Survey 40	Survey Area 40	Survey Date 40	Survey Time 40	Survey Location 40	Survey Notes 40
41	Survey 41	Survey Area 41	Survey Date 41	Survey Time 41	Survey Location 41	Survey Notes 41
42	Survey 42	Survey Area 42	Survey Date 42	Survey Time 42	Survey Location 42	Survey Notes 42
43	Survey 43	Survey Area 43	Survey Date 43	Survey Time 43	Survey Location 43	Survey Notes 43
44	Survey 44	Survey Area 44	Survey Date 44	Survey Time 44	Survey Location 44	Survey Notes 44
45	Survey 45	Survey Area 45	Survey Date 45	Survey Time 45	Survey Location 45	Survey Notes 45
46	Survey 46	Survey Area 46	Survey Date 46	Survey Time 46	Survey Location 46	Survey Notes 46
47	Survey 47	Survey Area 47	Survey Date 47	Survey Time 47	Survey Location 47	Survey Notes 47
48	Survey 48	Survey Area 48	Survey Date 48	Survey Time 48	Survey Location 48	Survey Notes 48
49	Survey 49	Survey Area 49	Survey Date 49	Survey Time 49	Survey Location 49	Survey Notes 49
50	Survey 50	Survey Area 50	Survey Date 50	Survey Time 50	Survey Location 50	Survey Notes 50
51	Survey 51	Survey Area 51	Survey Date 51	Survey Time 51	Survey Location 51	Survey Notes 51

MATERIAL LEGEND

		
CONCRETE	CONCRETE	METAL STUDS
		
CONCRETE	CONCRETE	METAL STUDS
		
CONCRETE	CONCRETE	METAL STUDS
		
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ARCHITECTURAL SYMBOLS

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ABBREVIATIONS

[illegible]

CONSULTANT LIST

ARCHITECTURE FIRM
ANDERSON NIGHT ARCHITECTS
2500 ANDERSON AVENUE, SUITE 202
Spartanburg, SC 29407
Ph: 716.330.0088

**CIVIL ENGINEERS &
SALIN CONSULTANTS**
2017 Vermont Place
Spartanburg, SC 29407
Ph: 716.379.0041

STRUCTURAL ENGINEERS:
-J2N Engineering
P.O. Box 929
Spartanburg, SC 29405
Ph: 716.363.5762

WATER ENGINEERS
WATER ENGINEERS
2500 ANDERSON AVENUE, SUITE 202
Spartanburg, SC 29407



Riley County Fire District University Park Station 110

Sheet Number

PROJECT NO. 21-022

DATE 8.05.2024

ISSUE RECORD

FOR PERMIT

\$0.01

General Notes & Details

2. CONSTRUCTION GENERAL NOTES

- These notes and other drawings are intended to be used in conjunction with the plans and specifications for the construction of the building. The contractor shall be responsible for obtaining all necessary permits and for complying with all applicable codes and regulations.
- Contractor shall coordinate all structural work with the architect and shall be responsible for obtaining all necessary permits and for complying with all applicable codes and regulations.
- Contractor shall coordinate all mechanical, electrical, and plumbing work with the architect and shall be responsible for obtaining all necessary permits and for complying with all applicable codes and regulations.
- Contractor shall coordinate all interior finish work with the architect and shall be responsible for obtaining all necessary permits and for complying with all applicable codes and regulations.

3. STRUCTURAL GENERAL NOTES

- The structural design is based on the following assumptions:
 - Dead load: 15 psf (including floor finish, partitions, etc.)
 - Live load: 40 psf (including furniture, etc.)
 - Wind load: 150 mph (ASCE 7-16)
 - Seismic load: 0.25 (ASCE 7-16)
- Foundation: 12" x 12" concrete piers on compacted gravel.
- Walls: 12" thick concrete walls on compacted gravel.
- Floors: 8" thick concrete slabs on steel joists.
- Roof: 12" thick concrete slabs on steel joists.

4. REINFORCEMENT

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

5. CONSTRUCTION GENERAL AND REINFORCEMENT

- The structural design is based on the following assumptions:
 - Dead load: 15 psf (including floor finish, partitions, etc.)
 - Live load: 40 psf (including furniture, etc.)
 - Wind load: 150 mph (ASCE 7-16)
 - Seismic load: 0.25 (ASCE 7-16)
- Foundation: 12" x 12" concrete piers on compacted gravel.
- Walls: 12" thick concrete walls on compacted gravel.
- Floors: 8" thick concrete slabs on steel joists.
- Roof: 12" thick concrete slabs on steel joists.

6. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

7. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

8. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

9. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

10. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
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 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

11. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

12. REINFORCEMENT GENERAL NOTES

- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

13. REINFORCEMENT GENERAL NOTES

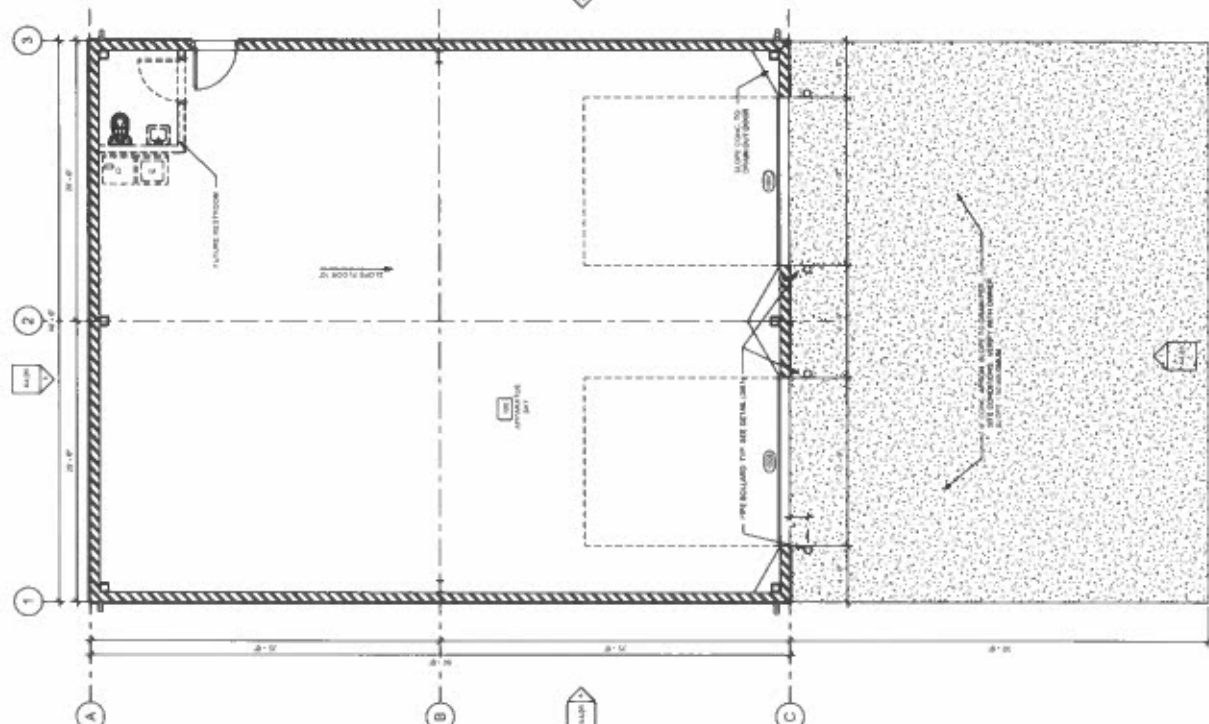
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.
- Reinforcement shall be provided in accordance with the following:
 - Columns: 4 #4 bars, tied with 12" x 12" stirrups.
 - Beams: 4 #4 bars, tied with 12" x 12" stirrups.
 - Walls: 4 #4 bars, tied with 12" x 12" stirrups.
 - Floors: 4 #4 bars, tied with 12" x 12" stirrups.
 - Roof: 4 #4 bars, tied with 12" x 12" stirrups.

21-0722
 PROJECT NO. 21-0722
 DATE 09/05/2024
 ASSESS RECORD
 ON FILE

A1.01

[illegible][illegible]

Driver Schedule										
Driver	Door Size		Length	Assembly Material	Material		Door Material	Door Finish	Hardware Finish	Remarks
	Door Width	Door Height			French Material	French Finish				
10000	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10001	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10002	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10003	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10004	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10005	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10006	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10007	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10008	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10009	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10010	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10011	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10012	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10013	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10014	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10015	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
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10017	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10018	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10019	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
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10038	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	
10039	12" (F)	16" (F)	16" (F)	FR	FR	FR	FR	FR	FR	



2 BOLLARD DIST. AL.



Riley County Fire District 110 University Park Station 110

Revised: 08/05/2024

PROJECT NO. 21-022

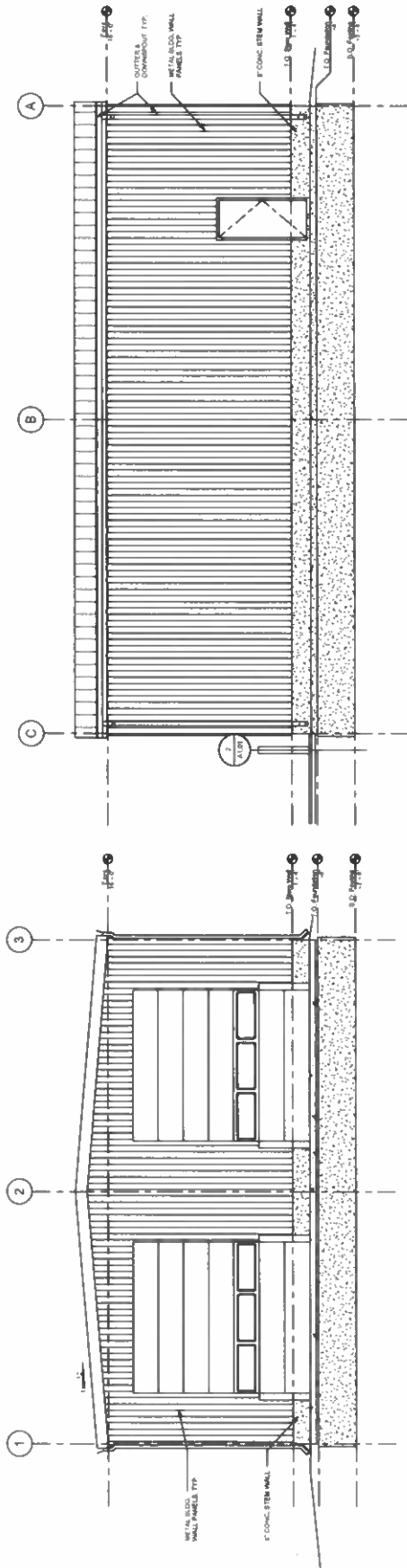
DATE 08/05/2024

ISSUE RECORD

FOR PERMIT

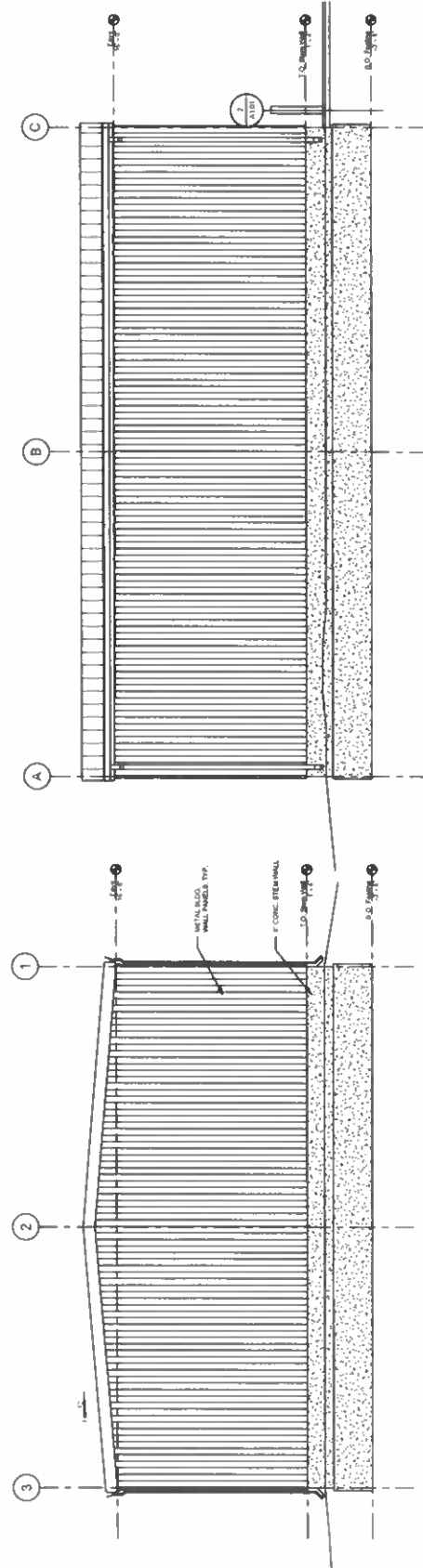
A4.01

Exterior Elevations



1 Front Elevation
1/4\"/>

2 Right Side Elevation
1/4\"/>



3 Rear Elevation
1/4\"/>

4 Left Side Elevation
1/4\"/>

John C. G. Jones

FOR PERMIT

VIP COVER PAGE

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The committee included a "Soviet expert" who had been in the Soviet Union for 10 years, and a "Chinese expert" who had been in the Soviet Union for 10 years. The committee also included a "Soviet expert" who had been in the Soviet Union for 10 years, and a "Chinese expert" who had been in the Soviet Union for 10 years.

THESE DAYS, THE TV SET IS THE ONLY PLACE WHERE THE ENTIRE FAMILY CAN GATHER TOGETHER. IT'S THE ONLY PLACE WHERE THE TV SET IS THE ONLY PLACE WHERE THE ENTIRE FAMILY CAN GATHER TOGETHER.

1/4 1/2 3/4 1 1 1/2 2 2 1/2 3 3 1/2 4 4 1/2 5 5 1/2 6 6 1/2 7 7 1/2 8 8 1/2 9 9 1/2 10 10 1/2 11 11 1/2 12 12 1/2 13 13 1/2 14 14 1/2 15 15 1/2 16 16 1/2 17 17 1/2 18 18 1/2 19 19 1/2 20 20 1/2 21 21 1/2 22 22 1/2 23 23 1/2 24 24 1/2 25 25 1/2 26 26 1/2 27 27 1/2 28 28 1/2 29 29 1/2 30 30 1/2 31 31 1/2 32 32 1/2 33 33 1/2 34 34 1/2 35 35 1/2 36 36 1/2 37 37 1/2 38 38 1/2 39 39 1/2 40 40 1/2 41 41 1/2 42 42 1/2 43 43 1/2 44 44 1/2 45 45 1/2 46 46 1/2 47 47 1/2 48 48 1/2 49 49 1/2 50 50 1/2 51 51 1/2 52 52 1/2 53 53 1/2 54 54 1/2 55 55 1/2 56 56 1/2 57 57 1/2 58 58 1/2 59 59 1/2 60 60 1/2 61 61 1/2 62 62 1/2 63 63 1/2 64 64 1/2 65 65 1/2 66 66 1/2 67 67 1/2 68 68 1/2 69 69 1/2 70 70 1/2 71 71 1/2 72 72 1/2 73 73 1/2 74 74 1/2 75 75 1/2 76 76 1/2 77 77 1/2 78 78 1/2 79 79 1/2 80 80 1/2 81 81 1/2 82 82 1/2 83 83 1/2 84 84 1/2 85 85 1/2 86 86 1/2 87 87 1/2 88 88 1/2 89 89 1/2 90 90 1/2 91 91 1/2 92 92 1/2 93 93 1/2 94 94 1/2 95 95 1/2 96 96 1/2 97 97 1/2 98 98 1/2 99 99 1/2 100 100 1/2 101 101 1/2 102 102 1/2 103 103 1/2 104 104 1/2 105 105 1/2 106 106 1/2 107 107 1/2 108 108 1/2 109 109 1/2 110 110 1/2 111 111 1/2 112 112 1/2 113 113 1/2 114 114 1/2 115 115 1/2 116 116 1/2 117 117 1/2 118 118 1/2 119 119 1/2 120 120 1/2 121 121 1/2 122 122 1/2 123 123 1/2 124 124 1/2 125 125 1/2 126 126 1/2 127 127 1/2 128 128 1/2 129 129 1/2 130 130 1/2 131 131 1/2 132 132 1/2 133 133 1/2 134 134 1/2 135 135 1/2 136 136 1/2 137 137 1/2 138 138 1/2 139 139 1/2 140 140 1/2 141 141 1/2 142 142 1/2 143 143 1/2 144 144 1/2 145 145 1/2 146 146 1/2 147 147 1/2 148 148 1/2 149 149 1/2 150 150 1/2 151 151 1/2 152 152 1/2 153 153 1/2 154 154 1/2 155 155 1/2 156 156 1/2 157 157 1/2 158 158 1/2 159 159 1/2 160 160 1/2 161 161 1/2 162 162 1/2 163 163 1/2 164 164 1/2 165 165 1/2 166 166 1/2 167 167 1/2 168 168 1/2 169 169 1/2 170 170 1/2 171 171 1/2 172 172 1/2 173 173 1/2 174 174 1/2 175 175 1/2 176 176 1/2 177 177 1/2 178 178 1/2 179 179 1/2 180 180 1/2 181 181 1/2 182 182 1/2 183 183 1/2 184 184 1/2 185 185 1/2 186 186 1/2 187 187 1/2 188 188 1/2 189 189 1/2 190 190 1/2 191 191 1/2 192 192 1/2 193 193 1/2 194 194 1/2 195 195 1/2 196 196 1/2 197 197 1/2 198 198 1/2 199 199 1/2 200 200 1/2 201 201 1/2 202 202 1/2 203 203 1/2 204 204 1/2 205 205 1/2 206 206 1/2 207 207 1/2 208 208 1/2 209 209 1/2 210 210 1/2 211 211 1/2 212 212 1/2 213 213 1/2 214 214 1/2 215 215 1/2 216 216 1/2 217 217 1/2 218 218 1/2 219 219 1/2 220 220 1/2 221 221 1/2 222 222 1/2 223 223 1/2 224 224 1/2 225 225 1/2 226 226 1/2 227 227 1/2 228 228 1/2 229 229 1/2 230 230 1/2 231 231 1/2 232 232 1/2 233 233 1/2 234 234 1/2 235 235 1/2 236 236 1/2 237 237 1/2 238 238 1/2 239 239 1/2 240 240 1/2 241 241 1/2 242 242 1/2 243 243 1/2 244 244 1/2 245 245 1/2 246 246 1/2 247 247 1/2 248 248 1/2 249 249 1/2 250 250 1/2 251 251 1/2 252 252 1/2 253 253 1/2 254 254 1/2 255 255 1/2 256 256 1/2 257 257 1/2 258 258 1/2 259 259 1/2 260 260 1/2 261 261 1/2 262 262 1/2 263 263 1/2 264 264 1/2 265 265 1/2 266 266 1/2 267 267 1/2 268 268 1/2 269 269 1/2 270 270 1/2 271 271 1/2 272 272 1/2 273 273 1/2 274 274 1/2 275 275 1/2 276 276 1/2 277 277 1/2 278 278 1/2 279 279 1/2 280 280 1/2 281 281 1/2 282 282 1/2 283 283 1/2 284 284 1/2 285 285 1/2 286 286 1/2 287 287 1/2 288 288 1/2 289 289 1/2 290 290 1/2 291 291 1/2 292 292 1/2 293 293 1/2 294 294 1/2 295 295 1/2 296 296 1/2 297 297 1/2 298 298 1/2 299 299 1/2 300 300 1/2 301 301 1/2 302 302 1/2 303 303 1/2 304 304 1/2 305 305 1/2 306 306 1/2 307 307 1/2 308 308 1/2 309 309 1/2 310 310 1/2 311 311 1/2 312 312 1/2 313 313 1/2 314 314 1/2 315 315 1/2 316 316 1/2 317 317 1/2 318 318 1/2 319 319 1/2 320 320 1/2 321 321 1/2 322 322 1/2 323 323 1/2 324 324 1/2 325 325 1/2 326 326 1/2 327 327 1/2 328 328 1/2 329 329 1/2 330 330 1/2 331 331 1/2 332 332 1/2 333 333 1/2 334 334 1/2 335 335 1/2 336 336 1/2 337 337 1/2 338 338 1/2 339 339 1/2 340 340 1/2 341 341 1/2 342 342 1/2 343 343 1/2 344 344 1/2 345 345 1/2 346 346 1/2 347 347 1/2 348 348 1/2 349 349 1/2 350 350 1/2 351 351 1/2 352 352 1/2 353 353 1/2 354 354 1/2 355 355 1/2 356 356 1/2 357 357 1/2 358 358 1/2 35

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Riley County Fire District 110

May County Kansas

PROJECT NO. 24022
DATE 04.05.2024
NAME RECORD
FOR PERMIT

MEP2.01
MECHANICAL
SPECIFICATIONS

SECTION 220000 - PLUMBING / SECTION 230000 - MECHANICAL SPECIFICATIONS

SEE SPECIFICATIONS FOR DETAILS

220000 - PLUMBING

1. PROVIDE ALL PLUMBING MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 1.1. WATER SUPPLY SYSTEMS
- 1.2. SANITARY SEWER SYSTEMS
- 1.3. VENT SYSTEMS
- 1.4. DRAINAGE SYSTEMS
- 1.5. RAINWATER COLLECTION SYSTEMS
- 1.6. FIRE PROTECTION SYSTEMS
- 1.7. GAS PIPING SYSTEMS
- 1.8. STEAM HEATING SYSTEMS
- 1.9. RADIANT HEATING SYSTEMS
- 1.10. SWIMMING POOL PIPING SYSTEMS
- 1.11. OTHER SPECIALTY PIPING SYSTEMS

230000 - MECHANICAL

1. PROVIDE ALL MECHANICAL MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 2.1. HEATING SYSTEMS
- 2.2. COOLING SYSTEMS
- 2.3. VENTILATION SYSTEMS
- 2.4. AIR CONDITIONING SYSTEMS
- 2.5. FAN SYSTEMS
- 2.6. PUMP SYSTEMS
- 2.7. BOILER SYSTEMS
- 2.8. STEAM RADIATORS
- 2.9. RADIANT COOLING SYSTEMS
- 2.10. OTHER SPECIALTY MECHANICAL SYSTEMS

SECTION 220000 - PLUMBING / SECTION 230000 - MECHANICAL SPECIFICATIONS

SEE SPECIFICATIONS FOR DETAILS

220000 - PLUMBING

1. PROVIDE ALL PLUMBING MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 2.1. WATER SUPPLY SYSTEMS
- 2.2. SANITARY SEWER SYSTEMS
- 2.3. VENT SYSTEMS
- 2.4. DRAINAGE SYSTEMS
- 2.5. RAINWATER COLLECTION SYSTEMS
- 2.6. FIRE PROTECTION SYSTEMS
- 2.7. GAS PIPING SYSTEMS
- 2.8. STEAM HEATING SYSTEMS
- 2.9. RADIANT HEATING SYSTEMS
- 2.10. SWIMMING POOL PIPING SYSTEMS
- 2.11. OTHER SPECIALTY PIPING SYSTEMS

230000 - MECHANICAL

1. PROVIDE ALL MECHANICAL MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 3.1. HEATING SYSTEMS
- 3.2. COOLING SYSTEMS
- 3.3. VENTILATION SYSTEMS
- 3.4. AIR CONDITIONING SYSTEMS
- 3.5. FAN SYSTEMS
- 3.6. PUMP SYSTEMS
- 3.7. BOILER SYSTEMS
- 3.8. STEAM RADIATORS
- 3.9. RADIANT COOLING SYSTEMS
- 3.10. OTHER SPECIALTY MECHANICAL SYSTEMS

SECTION 220000 - PLUMBING / SECTION 230000 - MECHANICAL SPECIFICATIONS

SEE SPECIFICATIONS FOR DETAILS

220000 - PLUMBING

1. PROVIDE ALL PLUMBING MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 4.1. WATER SUPPLY SYSTEMS
- 4.2. SANITARY SEWER SYSTEMS
- 4.3. VENT SYSTEMS
- 4.4. DRAINAGE SYSTEMS
- 4.5. RAINWATER COLLECTION SYSTEMS
- 4.6. FIRE PROTECTION SYSTEMS
- 4.7. GAS PIPING SYSTEMS
- 4.8. STEAM HEATING SYSTEMS
- 4.9. RADIANT HEATING SYSTEMS
- 4.10. SWIMMING POOL PIPING SYSTEMS
- 4.11. OTHER SPECIALTY PIPING SYSTEMS

230000 - MECHANICAL

1. PROVIDE ALL MECHANICAL MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 5.1. HEATING SYSTEMS
- 5.2. COOLING SYSTEMS
- 5.3. VENTILATION SYSTEMS
- 5.4. AIR CONDITIONING SYSTEMS
- 5.5. FAN SYSTEMS
- 5.6. PUMP SYSTEMS
- 5.7. BOILER SYSTEMS
- 5.8. STEAM RADIATORS
- 5.9. RADIANT COOLING SYSTEMS
- 5.10. OTHER SPECIALTY MECHANICAL SYSTEMS

SECTION 220000 - PLUMBING / SECTION 230000 - MECHANICAL SPECIFICATIONS

SEE SPECIFICATIONS FOR DETAILS

220000 - PLUMBING

1. PROVIDE ALL PLUMBING MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 6.1. WATER SUPPLY SYSTEMS
- 6.2. SANITARY SEWER SYSTEMS
- 6.3. VENT SYSTEMS
- 6.4. DRAINAGE SYSTEMS
- 6.5. RAINWATER COLLECTION SYSTEMS
- 6.6. FIRE PROTECTION SYSTEMS
- 6.7. GAS PIPING SYSTEMS
- 6.8. STEAM HEATING SYSTEMS
- 6.9. RADIANT HEATING SYSTEMS
- 6.10. SWIMMING POOL PIPING SYSTEMS
- 6.11. OTHER SPECIALTY PIPING SYSTEMS

230000 - MECHANICAL

1. PROVIDE ALL MECHANICAL MATERIALS AND LABOR FOR THE INSTALLATION OF THE FOLLOWING:

- 7.1. HEATING SYSTEMS
- 7.2. COOLING SYSTEMS
- 7.3. VENTILATION SYSTEMS
- 7.4. AIR CONDITIONING SYSTEMS
- 7.5. FAN SYSTEMS
- 7.6. PUMP SYSTEMS
- 7.7. BOILER SYSTEMS
- 7.8. STEAM RADIATORS
- 7.9. RADIANT COOLING SYSTEMS
- 7.10. OTHER SPECIALTY MECHANICAL SYSTEMS



Riley County Fire District 110

Site Name

PROJECT NO. 214022

DATE 08.05.2024

ISSUE RECORD

FOR PERMIT

MEP2.02

ELECTRICAL SPECIFICATIONS

SECTION 260000 - ELECTRICAL SPECIFICATIONS

26-1. GENERAL

A. Section Includes
1. All electrical work shown on drawings and specified in the schedule.
2. Installation, testing, and commissioning of all electrical equipment and systems.
3. Coordination with other trades for proper installation and operation.

26-2. MATERIALS

A. Equipment and Materials
1. All electrical equipment and materials shall be of the highest quality and meet or exceed all applicable codes and standards.
2. Equipment shall be listed and labeled by a recognized testing agency.

26-3. EXECUTION

A. Installation
1. All electrical work shall be installed in accordance with the National Electrical Code (NEC) and all applicable local codes and ordinances.
2. Work shall be done in a neat and professional manner.

26-4. TESTING

A. Testing and Commissioning
1. All electrical systems shall be tested and commissioned by a qualified electrician before being put into service.
2. Test results shall be documented and submitted to the owner.

26-5. MAINTENANCE

A. Maintenance
1. The contractor shall provide instructions to the owner on the proper maintenance and operation of the electrical systems.
2. A maintenance manual shall be provided with the project.

26-6. WARRANTY

A. Warranty
1. The contractor warrants the work to be free from defects in materials and workmanship for a period of one year from the date of completion.

26-7. SCHEDULE

A. Schedule
1. The contractor shall complete the work within the time frame specified in the project schedule.

26-8. SUBMITTALS

A. Submittals
1. The contractor shall submit all required documents and materials for review and approval by the owner.

26-9. PAYMENT

A. Payment
1. Payment shall be made in accordance with the project schedule of values.

26-10. CLOSEOUT

A. Closeout
1. The contractor shall complete all closeout items and provide a final report to the owner.

26-11. PROJECT CLOSEOUT

A. Project Closeout
1. The contractor shall provide a final report and all required documentation to the owner upon completion of the project.

26-12. PROJECT CLOSEOUT

A. Project Closeout
1. The contractor shall provide a final report and all required documentation to the owner upon completion of the project.

SECTION 260000 - ELECTRICAL SPECIFICATIONS

A. Section Includes
1. All electrical work shown on drawings and specified in the schedule.
2. Installation, testing, and commissioning of all electrical equipment and systems.
3. Coordination with other trades for proper installation and operation.

26-2. MATERIALS

A. Equipment and Materials
1. All electrical equipment and materials shall be of the highest quality and meet or exceed all applicable codes and standards.
2. Equipment shall be listed and labeled by a recognized testing agency.

26-3. EXECUTION

A. Installation
1. All electrical work shall be installed in accordance with the National Electrical Code (NEC) and all applicable local codes and ordinances.
2. Work shall be done in a neat and professional manner.

26-4. TESTING

A. Testing and Commissioning
1. All electrical systems shall be tested and commissioned by a qualified electrician before being put into service.
2. Test results shall be documented and submitted to the owner.

26-5. MAINTENANCE

A. Maintenance
1. The contractor shall provide instructions to the owner on the proper maintenance and operation of the electrical systems.
2. A maintenance manual shall be provided with the project.

26-6. WARRANTY

A. Warranty
1. The contractor warrants the work to be free from defects in materials and workmanship for a period of one year from the date of completion.

26-7. SCHEDULE

A. Schedule
1. The contractor shall complete the work within the time frame specified in the project schedule.

26-8. SUBMITTALS

A. Submittals
1. The contractor shall submit all required documents and materials for review and approval by the owner.

26-9. PAYMENT

A. Payment
1. Payment shall be made in accordance with the project schedule of values.

26-10. CLOSEOUT

A. Closeout
1. The contractor shall complete all closeout items and provide a final report to the owner.

26-11. PROJECT CLOSEOUT

A. Project Closeout
1. The contractor shall provide a final report and all required documentation to the owner upon completion of the project.

26-12. PROJECT CLOSEOUT

A. Project Closeout
1. The contractor shall provide a final report and all required documentation to the owner upon completion of the project.

SECTION 260000 - ELECTRICAL SPECIFICATIONS

A. Section Includes
1. All electrical work shown on drawings and specified in the schedule.
2. Installation, testing, and commissioning of all electrical equipment and systems.
3. Coordination with other trades for proper installation and operation.

26-2. MATERIALS

A. Equipment and Materials
1. All electrical equipment and materials shall be of the highest quality and meet or exceed all applicable codes and standards.
2. Equipment shall be listed and labeled by a recognized testing agency.

26-3. EXECUTION

A. Installation
1. All electrical work shall be installed in accordance with the National Electrical Code (NEC) and all applicable local codes and ordinances.
2. Work shall be done in a neat and professional manner.

26-4. TESTING

A. Testing and Commissioning
1. All electrical systems shall be tested and commissioned by a qualified electrician before being put into service.
2. Test results shall be documented and submitted to the owner.

26-5. MAINTENANCE

A. Maintenance
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Riley County Fire District 110 University Park Station 110

Riley County, Kansas

PROJECT NO. 21022

DATE 03.05.2024

ISSUE RECORD

FOR PERMIT

M1.01

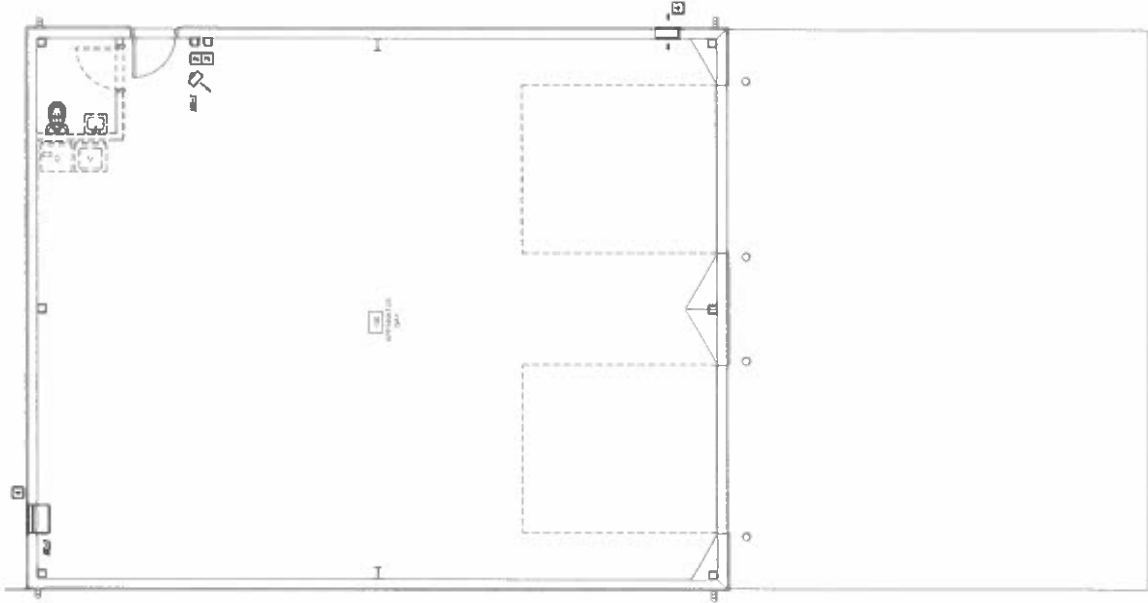
MECHANICAL
FLOOR PLAN

GENERAL HVAC NOTES

1. ALL MECHANICAL EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS MECHANICAL CODE (KMC) AND THE KANSAS PLUMBING CODE (KPC).
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PLAN KEYED NOTES

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FLOOR PLAN - HVAC
1/8" = 1'-0"



Riley County Fire District 110 University Park Station 110

Riley County, Kansas

PROJECT NO. 24022
DATE 08.05.2024
ISSUE RECORD
FOR PERMIT

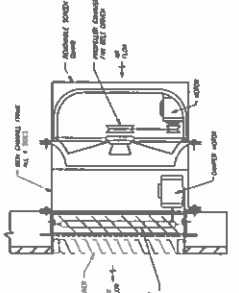
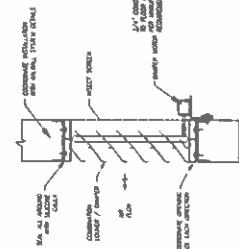
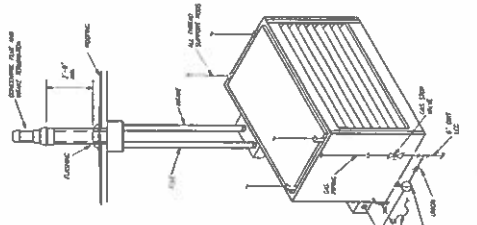
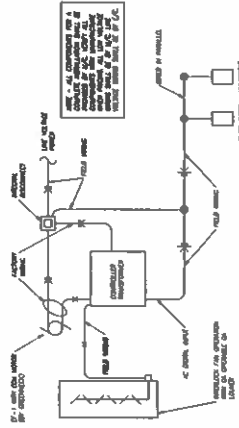
M2.01

MECHANICAL
SCHEDULE &
DETAILS

EXHAUST FAN SCHEDULE									
UNIT	MANUFACTURER	MODEL NUMBER	DATE	TYPE	SIZE	WATER	WATER	WATER	WATER
EF-1	EXHAUST	EF-100-12-1	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"
EF-2	EXHAUST	EF-100-12-1	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"

GAS UNIT HEATER SCHEDULE									
UNIT	MANUFACTURER	MODEL NUMBER	DATE	TYPE	SIZE	WATER	WATER	WATER	WATER
GH-1	EXHAUST	GH-100-12-1	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"
GH-2	EXHAUST	GH-100-12-1	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"

ALTERNATE #1
ALL MECHANICAL WORK





Riley County Fire District University Park Station 110

Riley County, Kansas

PROJECT NO. 21022
DATE 09.03.2024
ISSUE RECORD
FOR PERMIT

P1.01

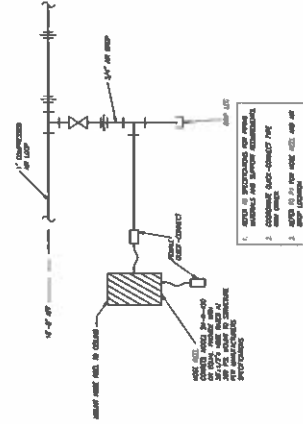
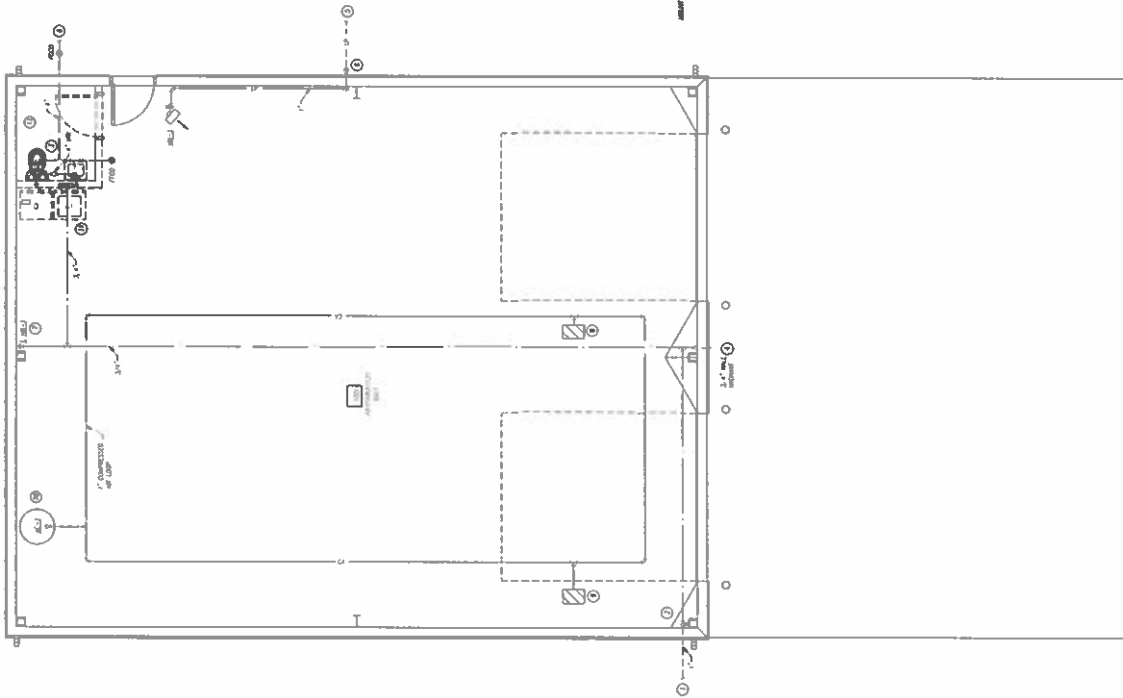
PLUMBING
FLOOR PLAN

GENERAL PLUMBING NOTES

1. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.
2. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FROM THE APPLICABLE AGENCIES.
3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.
4. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.
5. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.
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7. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.

PLUMBING PLAN KEYED NOTES

1. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.
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7. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE KANSAS PLUMBING CODE, 2017 EDITION, AS AMENDED.



COMPRESSED AIR DROP DETAIL
NO SCALE



FLOOR PLAN - PLUMBING
1/8" = 1'-0"



Riley County Fire District University Park Station 110

Riley County Kansas

PROJECT NO. 24022
DATE 08.JUL.2024
ISSUE RECORD
FOR PERMIT

E1.01

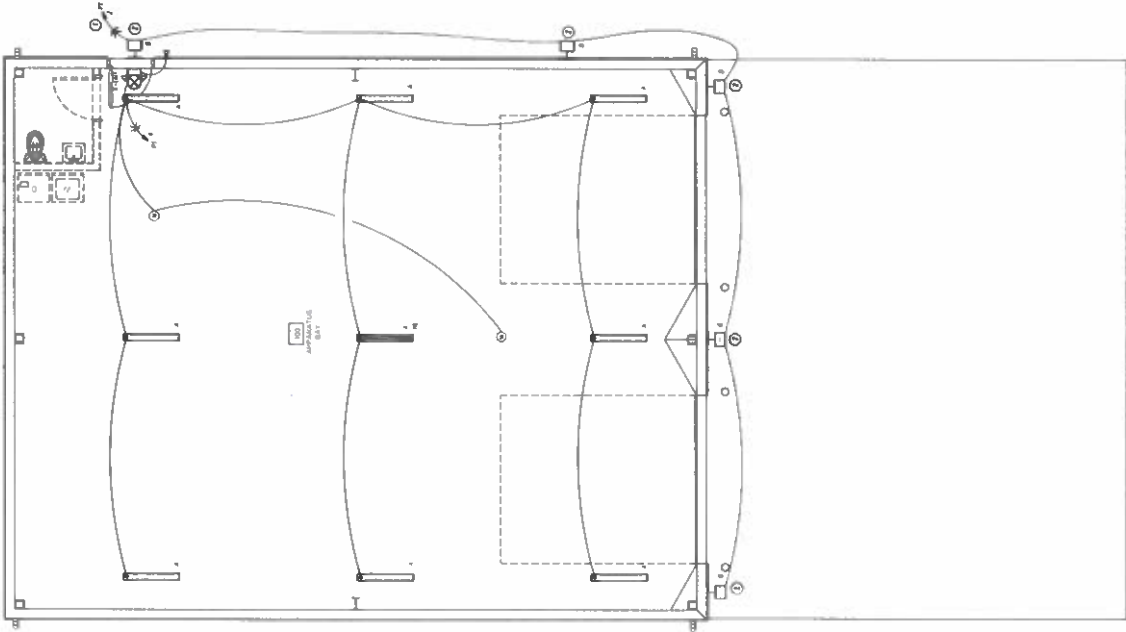
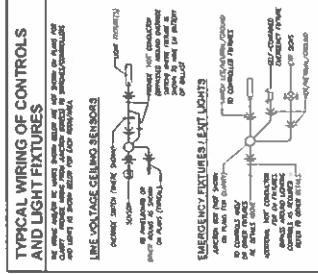
LIGHTING
FLOOR PLAN

GENERAL LIGHTING NOTES

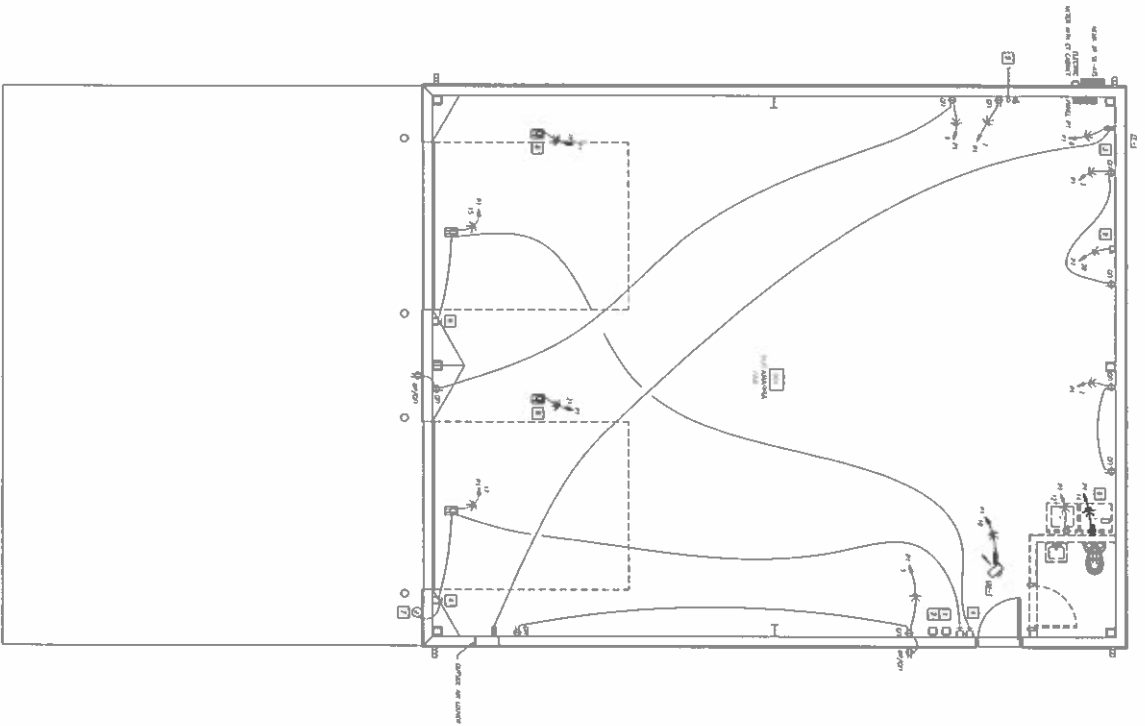
1. SEE THE LIGHTING SCHEDULE IN THE OTHER SHEET FOR SPECIFICATIONS OF FIXTURES.
2. ALL FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING:
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LIGHTING PLAN KEYED NOTES

1. SEE THE LIGHTING SCHEDULE IN THE OTHER SHEET FOR SPECIFICATIONS OF FIXTURES.
2. ALL FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING:



FLOOR PLAN - LIGHTING



FLOOR PLAN - POWER

GENERAL POWER NOTES

1. REFER TO THE ELECTRICAL CODE FOR THE LATEST EDITION FOR THE MOST CURRENT REQUIREMENTS.
2. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE ELECTRICAL CODE.
3. ALL ELECTRICAL WORK SHALL BE DONE BY A LICENSED ELECTRICIAN.
4. ALL ELECTRICAL WORK SHALL BE DONE IN ACCORDANCE WITH THE ELECTRICAL CODE.
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POWER PLAN KEYED NOTES

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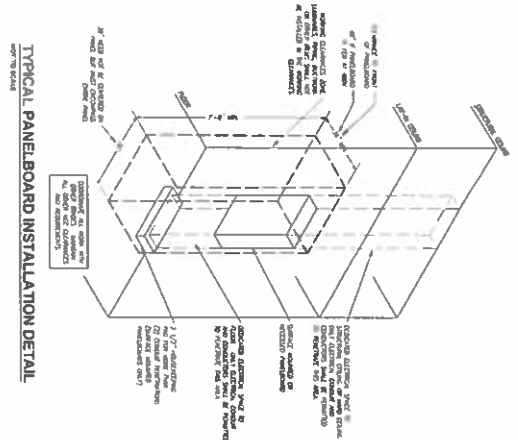
Riley County Fire District
University Park Station 110

Station Number: 110

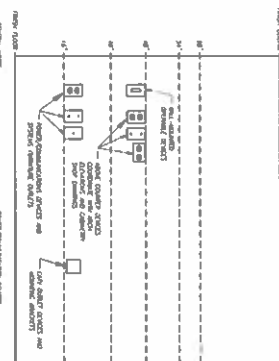
PROJECT NO. 21422
DATE 08.05.2024
ISSUE RECORD
FOR PERMIT

E2.01

POWER
FLOOR PLAN



TYPICAL PANELBOARD INSTALLATION DETAIL
NOT TO SCALE



ELECTRICAL RISER DIAGRAM
NOT TO SCALE

SINGLE-SECTION PANELBOARD SCHEDULE									
PANEL DESCRIPTION: P1					MAIN LUGS: P2				
PANELBOARD					PANELBOARD				
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Exhibit C

ATTACHMENT C

Attachment C to "Contract" Between Riley County, KS (hereinafter "County"),
and **CONTRACTOR** (hereinafter "Contractor").

The undersigned parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof.

1. **TERMS HEREIN CONTROLLING PROVISIONS.** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in the contract and any other document relating to and a part of the contract in which this attachment is incorporated. All terms hereof survive termination of the contract.
2. **AGREEMENT WITH KANSAS LAW.** It is agreed by and between the undersigned that all disputes and matters whatsoever arising under, in connection with or incident to the contract shall be litigated, if at all, in and before a state Court located in the State of Kansas, County of Riley, or if in Federal Court, at a Federal Court located in Topeka, Kansas, to the exclusion of the Courts of any other states or country. All contractual promises shall be subject to, governed by, and construed according to the laws of the State of Kansas, without reference to its conflict of laws principles. Both parties submit to venue and jurisdiction in these courts. In the event an action or claim arises outside of the exclusive jurisdiction specified herein which names County as a party, Contractor agrees to initiate, consent to and/or cooperate with any and all efforts to remove the matter to the exclusive jurisdiction named herein and otherwise to take any and all reasonable actions to achieve County's objectives of this provision.
3. **COMPLIANCE WITH APPLICABLE LAWS, SERVICE STANDARDS AND REQUIRED PROCEDURES.**
 - 3.1. **Service Standards and Procedures.** Contractor shall perform the services set forth in the Contract in compliance with applicable standards and procedures specified in the Contract.
 - 3.2. **Compliance with Law.** Contractor shall comply with all applicable local, state and federal laws and regulations, in carrying out the Contract, regardless of whether those legal requirements are specifically referenced in the Contract.
4. **CASH BASIS AND BUDGET LAWS.** The right of the County to enter into the Contract is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and other laws of the State of Kansas. The Contract shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of the Contract the County reserves the right to unilaterally terminate the Contract at any time if, in the opinion of its legal counsel, the Contract may be deemed to

violate the terms of such laws. Any Contract for a term of more than one year shall be interpreted by the parties to provide County the sole option to renew that Contract before the end of each one year term.

5. **TERMINATION DUE TO LACK OF FUNDING APPROPRIATION.** If, in the judgment of the Riley County Commissioners, after consultation with their Budget and Finance Officer or other county officials, sufficient funds are not appropriated to continue the function performed in the contract and for the payment of the charges hereunder, County may terminate the contract at the end of its current fiscal year. Termination shall be effective 30 days after County mails written notice to Contractor. In the event of such termination, County agrees to give written notice of termination to Contractor. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the County or the Contractor.
6. **ANTI-DISCRIMINATION CLAUSE.**
 - 6.1. In carrying out the Contract, Contractor shall comply with K.S.A. 44-1001 *et seq.*
 - 6.2. Contractor shall observe the provisions of the Kansas act against discrimination and the Kansas age discrimination in employment act, and shall not discriminate against any person in the performance of work under the Contract because of race, religion, color, sex, disability, national origin, ancestry, or age.
 - 6.3. In all solicitations or advertisements for employees, Contractor shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Kansas Human Rights Commission.
 - 6.4. If Contractor fails to comply with the provisions of K.S.A. 44-1031, requiring reports to be submitted to the Kansas Human Rights Commission when requested by that Commission, Contractor shall be deemed to have breached the Contract and it may be canceled, terminated or suspended, in whole or in part, by County.
 - 6.5. If Contractor is found guilty of a violation of the Kansas act against discrimination under a decision or order of the Kansas Human Rights Commission which has become final, Contractor shall be deemed to have breached the Contract and it may be canceled, terminated or suspended, in whole or in part by County.
 - 6.6. Contractor shall include the provisions of paragraphs 6.1 through 6.5 inclusively of this section in every subcontract or purchase order so that such provisions will be binding upon such subcontractor of Contractor.
 - 6.7. Parties to the contract understand that this paragraph number 6 is not applicable if Contractor employs fewer than four employees or if Contractor's contracts with the County cumulatively total \$5,000 or less during the County's fiscal year.

7. **ACCEPTANCE OF CONTRACT.** The contract shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given and this Contractual Provisions Attachment is signed by the Board of County Commissioners of Riley County, Kansas.
8. **ARBITRATION, DAMAGES, WARRANTIES.** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the County has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the County does not agree to pay attorney fees and late payment charges; and no provisions will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
9. **REPRESENTATIVE'S AUTHORITY TO CONTRACT/REQUIRED DOCUMENTATION.** By signing the Contract, the representative of Contractor thereby represents that such person is duly authorized by Contractor to execute the document on behalf of Contractor and Contractor agrees to be bound by the provisions thereof. Contractor shall furnish evidence of authority to transact business in Kansas, in the form of a certificate signed by the Kansas Secretary of State.
10. **RESPONSIBILITY FOR TAXES.** The County shall not be responsible for, nor indemnify Contractor for, any federal, state or local taxes that may be imposed or levied upon the subject matter of the contract.
11. **NO INSURANCE PROVIDED BY COUNTY.** The County shall not be required to purchase, any insurance against loss or damage to any personal property to which the contract relates, nor shall the contract require the County to establish a "self-insurance" fund to protect against any such loss or damage. Subject to any applicable provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*), Contractor shall bear the risk of any loss or damage to any personal property to which Contractor holds title.
12. **TERM AND TERMINATION.**
 - 12.1. **Term.** This Contractual Provisions Attachment shall be effective as of its date of execution by the parties and shall remain in effect during the term of the Contract, or until terminated either for convenience, breach or default, as set out herein. Thirty (30) days written notice to the breaching party is required.
 - 12.2. **Termination for Cause.** If Contractor shall fail to fulfill in a timely and proper manner its obligations under the Contract, or if Contractor shall violate any of the terms, covenants, conditions, or stipulations of the Contract, County shall thereupon have the right to terminate the Contract by promptly giving written notice to Contractor of such termination and specifying the reasons for the termination and the effective date thereof. A breach shall include, but not be limited to, failure to comply with any or all items contained in the Contract and any appendices, exhibits or amendments thereto, if any.

- 12.3. Notwithstanding the above, Contractor shall not be relieved of liability to County by virtue of any breach of the Contract by Contractor.
- 12.4. **Termination for Convenience.** County may terminate the Contract in whole or in part, upon thirty (30) days written notice to Contractor, stating the effective date of the termination for convenience.
- 12.5. **Payment Calculation upon Termination.** In the event of termination under the Contract by either party, any amount owed Contractor will be calculated based solely upon payment for fair value of acceptable services provided by Contractor to the point of termination, which fair value is not the subject of a good faith dispute. That determination of fair value of acceptable services shall be made solely by County.
13. **INDEPENDENT CONTRACTOR RELATIONSHIP.** It is agreed that the legal relationship between Contractor and County is of a contractual nature. Both parties assert and believe that Contractor is acting as an independent contractor in providing the services and performing the duties required by County hereunder. Contractor is at all times acting as an independent contractor and not as an officer, agent, or employee of County. As an independent contractor, Contractor, and employees of Contractor, will not be within the protection or coverage of County's worker's compensation insurance, nor shall Contractor, and employees of Contractor, be entitled to any current or future benefits provided to employees of County. Further, County shall not be responsible for withholding of social security, federal, and/or state income tax, or unemployment compensation from payments made by County to Contractor. Contractor shall supply all labor, equipment, supplies and materials necessary to complete the required services, at Contractor's sole expense.
14. **PERSONNEL.**
- 14.1. **Qualified Personnel.** Contractor represents that it has, or shall secure at its own expense, all personnel required in performing the services under the Contract. Such personnel shall not be employees of or have any other contractual relationship with County. All personnel engaged in the work shall be fully qualified according to the laws of the State of Kansas and the provisions of this Contract.
- 14.2. **Minimum Wages.** Contractor will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act.
- 14.3. **Employee Conflict of Interest.** Contractor shall establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

15. PROHIBITION OF CONFLICTS OF INTEREST.

- 15.1. **Interest of Public Officials and Others.** No officer or employee of Riley County, no member of its governing body, and no other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the Contract shall participate in any decision relating to the Contract which affects such person's personal interest or the interest of any corporation, partnership, or association in which such person is directly or indirectly interested; nor shall any officer or employee of Riley County or any member of its governing body or other public official have any interest, direct or indirect, in the Contract or the proceeds thereof.
 - 15.2. **Interest of Contractor.** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under the Contract.
 - 15.3. **Notice to Bidders.** Requests for proposal or invitations for bid issued by Contractor to implement the Contract will provide notice to prospective bidders that Riley County's conflict of interest provision is applicable and that prospective bidders who develop or draft specifications, requirements, statements of work and/or RFPs for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement.
16. **ASSIGNMENT.** Neither the Contract nor any rights or obligations hereunder shall be assigned or otherwise transferred by either party without the prior written consent of the other.
17. **SUBCONTRACTING.** None of the work or services covered by the Contract shall be subcontracted without the prior written approval of County. All approved subcontracts must conform to all terms set forth in the Contract and the Contractual Provisions Attachment.
- 18. RECORDS, REPORTS AND INSPECTION.**
- 18.1. **Documentation of Costs.** All costs incurred by Contractor for which Contractor purports to be entitled to reimbursement under the express terms of the Contract shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers, or other official documentation evidencing in proper detail the nature and propriety of charges. All checks, payrolls, invoices, contracts, vouchers, orders or other accounting documents pertaining in whole or in part to the Contract shall be clearly identified and readily accessible to both parties to the Contract.
 - 18.2. **Maintenance of Records.** Except as otherwise authorized by County, Contractor shall retain such documentation for a period of three (3) years

after receipt of any applicable final expenditure report under the Contract, unless action, including but not limited to litigation or audit resolution proceedings, necessitate maintenance of records beyond this three (3) year period.

- 18.3. **Reports.** During the term of this contract, Contractor shall furnish to County, in such form, as County may require, such statements, records, reports, data and information as County requests pertaining to matters covered by this contract. Payments to Contractor will be withheld by County if Contractor fails to provide all required reports in a timely and accurate manner, until such time as all reports are furnished to County. Incomplete reports may be considered a breach of this contract.
 - 18.4. **Audit.** Contractor shall provide for an annual independent audit of its financial records which apply to this Contract only and shall provide a copy of said audit to County, if requested.
 - 18.5. **Availability of Records.** Upon advance written notice Contractor agrees to make any and all of its records, books, papers, documents and data available to County, or the authorized representative of a State agency with statutory oversight authority, for the purpose of assisting in litigation or pending litigation, or making audits, examinations, excerpts, copies and transcriptions at any time during the terms of this contract and for a three (3) year period following final payment under the terms of this contract.
 - 18.6. **Confidentiality.** Both parties will comply with the provisions of State and federal regulations in regard to confidentiality of eligible participant records.
 - 18.7. **Contractor's Purchasing Procedure.** Contractor certifies that it does not practice any form of discrimination based on race, ethnic origin, gender or religion or disability in its purchasing procedures. Contractor agrees to make available a written description of its purchasing procedures if requested by County.
- 19. METHOD OF BILLING AND PAYMENT.**
- 19.1. **Billing Procedures.** Contractor agrees that billings and payments under the Contract shall be processed in accordance with established budgeting, purchasing and accounting procedures of Riley County, Kansas. Subject to the maximum amount of compensation prescribed herein, payment shall be made after receipt of billing, and the amount of payment shall not exceed the maximum amount allowed by the Contract.
 - 19.2. **Support Documentation.** Billing shall be supported with documentation required by the County including, but not necessarily limited to, that documentation described in paragraph 18, above.
 - 19.3. **Reimbursement Restrictions.** Payments shall be made to Contractor only for items and services provided to support the Contract purpose when such items and services are specifically authorized by the Contract.

County reserves the right to disallow reimbursement for any item or service billed by Contractor if County believes that such item or service was not provided to support the Contract purpose, or was not authorized by the Contract.

- 19.4. **Pre-disbursement Requirements.** Contractor must provide to County the documentation required pursuant to the Contract prior to any disbursements being made by County to Contractor.
- 19.5. **Mailing Address.** Payments shall be mailed to Contractor's address as set forth herein.
20. **LICENSES AND PERMITS.** Contractor shall maintain all licenses, permits, certifications, bonds, and insurance required by federal, state or local authority for carrying out the Contract. Contractor shall notify County immediately if any required license, permit, bond or insurance is canceled, suspended or is otherwise ineffective. Such cancellation, suspension, or other ineffectiveness may form the basis for immediate revocation or cancellation of the Contract by County, in County's sole discretion.
21. **PUBLIC DOCUMENTS.** It is agreed that the Contract, and all subsequent agreed amendments or addenda thereto are public documents which will be filed with the Riley County Clerk, and will be open to public inspection.
22. **LIMITATION OF LIABILITY.** It is agreed that notwithstanding any language in the Contract to the contrary, County waives no defense, immunity or limitation of liability otherwise available to County under the terms of the Kansas Tort Claims Act or other applicable law.
23. **MERGER/SALE/TRANSFER OF CONTRACTOR ASSETS.** Contractor will notify County in writing at least thirty (30) calendar days in advance of Contractor's merger with any other business entity, or of any sale or other transfer of Contractor's assets to any other business entity. In the event of any such merger, sale or other transfer of Contractor assets, Contractor will reasonably cooperate with County in assuring that provision of all products and services under this Contract are not disrupted before, during and after such merger, sale or other transfer of Contractor assets. After such merger, sale or other transfer of Contractor assets, Contractor will reasonably cooperate with County in providing any documents or information necessary to establish any prior payments made by County to Contractor under this Contract.
24. **LIABILITY INSURANCE.** Contractor agrees to maintain the minimum limits of insurance coverage throughout the term of the agreement, as outlined in the Request for Proposal and/or the contract or agreement to which this is attached. Liability insurance coverage must be considered as primary and not as excess insurance (excluding Workers' Compensation and Professional Liability). Contractor shall furnish a certificate evidencing such coverage, with County named as an additional insured (excluding Workers' Compensation and Professional Liability), which shall be delivered to the Office of the Riley County

Counselor for approval. Such certificate shall contain a provision that coverage afforded under the policies will not be canceled, or non-renewed until thirty (30) days after County receives notice of such change by registered mail.

25. **REMOVAL OF REPRESENTATIVE.** Should County reasonably object to an individual employed or engaged by Contractor to perform the services hereunder, Contractor agrees to promptly replace that person with an individual approved by County.
26. **MODIFICATION.** This agreement may not be modified except in writing signed by the parties hereto.
27. **SURVIVABILITY.** All terms of this Contractual Provisions Attachment shall survive termination of the Contract.

Contractor:

BOARD OF COUNTY
COMMISSIONERS OF
RILEY COUNTY, KANSAS

By: _____

By: _____

Date

Date

ATTEST:

(seal)

Rich Vargo, County Clerk

Approved as to Form

By: _____
Clancy Holeman
Riley County Counselor

Date: _____



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Contract

Clancy Holeman
Counselor/Director of
Administrative Services
115 North 4th Street
Manhattan, KS 66502
Phone: 785-565-6844

COMMISSION AGENDA REPORT

FROM: Clancy Holeman, Deputy County Counselor

MEETING: October 10, 2024

SUBJECT: Riley County Health Department Custom Data Processing Agreement

PRESENTER: Clancey Holeman, Deputy County Counselor

BACKGROUND

During the September 26 business meeting I requested that the Board authorize extending the electronic medical record system agreement through Custom Data Processing (CDP) on behalf of the Health Department. The Board authorized the renewal of the agreement for another year.

DISCUSSION

I provided an extension document to CDP for the company's review and they have approved and signed the agreement as presented. The attached signed agreement will extend their services to the Health Department through October 15, 2025.

FISCAL IMPACT

This is a budgeted expense.

RECOMMENDATION(S)

I recommend the Board approve the agreement as presented.

POSSIBLE MOTION(S)

- A. "I move the Board authorize the Chairman to sign the agreement as presented."
- B. "I move the Board authorize the Chairman to sign the agreement, with the following changes..."

C. “I move the Board **not** authorize the Chairman to sign the agreement.

Enclosures:

- Custom Data Processing Contract 2024-2025 with Presidents signature (PDF)

This Amendment, made and entered into as of October 16, 2024, by and between RILEY COUNTY HEALTH DEPARTMENT ("Client and/or Lessee") and CUSTOM DATA PROCESSING, INC., an Illinois corporation authorized to do business in the State of Kansas, hereinafter referred to as "Contractor," shall modify as indicated that agreement between the parties dated October 18, 2018, hereinafter referred to as the "Agreement."

WITNESSETH:

WHEREAS, Contractor and Client entered into an agreement pursuant to which Contractor would provide Client with the following software:

- CDP/ezEMRx Software for Electronic Health Records;

WHEREAS, Client now desires to extend the term of the Agreement for one (1) year; and

WHEREAS, Contractor is willing to continue to provide the services during the extended term.

NOW, THEREFORE, in consideration of the parties' continuing obligations under the Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do each contract and agree with the other as follows:

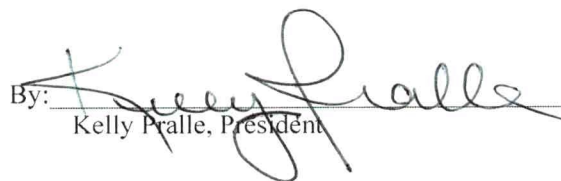
1. The parties agree to extend the term of the Agreement for one (1) year beginning October 16, 2024, and ending October 15, 2025.
2. Each signatory below warrants that it has the corporate or other organizational power and authority to execute, deliver and perform this Amendment. Each signatory further warrants that the execution, delivery and performance by it of this Amendment and the Agreement has been duly authorized and approved by all requisite action of the party's management and appropriate governing body.
3. Except as herein amended, the terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto, acting under authority of their respective governing bodies, have hereunto set their hands and seals and caused this Amendment to be duly executed, this the day and year first above written.

BOARD OF RILEY COUNTY COMMISSIONERS

CUSTOM DATA PROCESSING, INC.

By: _____
John Ford, Chairman

By: 
Kelly Pralle, President

Attest: _____
Rich Vargo, County Clerk

Approved as to Form: _____
Clancy Holeman, Riley County Counselor



COUNTY CLERK & ELECTIONS
Budget

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: October 10, 2024

SUBJECT: 2025 Pawnee Mental Health Contract Approval

PRESENTER: Brittany Phillips, Budget & Finance Officer

BACKGROUND

In our 2025 budget, it was authorized to give Pawnee Mental Health Services an appropriation of \$350,000.

DISCUSSION

This contract is an annual process.

FISCAL IMPACT

\$350,000 for fiscal year 2025.

RECOMMENDATION(S)

Recommendation is to approve contract as presented

POSSIBLE MOTION(S)

Move to approve the Pawnee Mental Health Services 2025 contract for services.

The Board agreed by consensus to

Enclosures:

- Pawnee unsigned contract (PDF)



October 3, 2024

Brittany Phillips
Budget and Finance Officer
Riley County Courthouse
110 Courthouse Plaza
Manhattan, KS 66502

Dear Brittany:

Enclosed is the Appropriation Letter and two copies of Pawnee's 2025 contract for services. This is the standard contract we used previously. Please check the funding information in #4 to be sure it is accurate and then present it to the County Commissioners for review and signature.

Please return both signed contracts to me in the enclosed self-addressed, stamped envelope. After our CEO signs them, I will return one of the originals to you.

Please contact me if you have any questions. I can be reached at (785) 587-4300, or at april.brothers@pawnee.org.

Sincerely,

A handwritten signature in black ink, appearing to read "April Brothers".

April Brothers
Executive Assistant

Attachment: Pawnee unsigned contract (15102 : 2025 Pawnee Mental Health Contract)



CONTRACT
Riley County and Pawnee Mental Health Services

THIS CONTRACT, made and entered into this 3rd day of October 2024, by and between the Board of County Commissioners of Riley County, Kansas, hereinafter referred to as “Board,” and Pawnee Mental Health Services, a non-profit corporation, an established and licensed community mental health center of Kansas, hereinafter referred to as “Center.”

WHEREAS, the Board of County Commissioners of Riley County, Kansas have determined to contract for mental health services within Riley County, Kansas, with a non-profit corporation, pursuant to K.S.A. 19-4007; and

WHEREAS, Pawnee Mental Health Services is a Kansas not-for-profit corporation, established and licensed community mental health center; and

WHEREAS, the parties desire that Pawnee Mental Health Services provide mental health services for the citizens of Riley County, by contract;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is understood and agreed by the parties hereto as follows:

1. **SERVICES TO BE RENDERED:** The Center agrees to provide all services required of a licensed community mental health center to the residents of Riley County, such as but not limited to Outpatient Services, Community Support Services, Consultation and Education, and Emergency Services.
2. **TERM:** The term of the contract shall be from January 1, 2025 to December 31, 2025. Negotiations for the renewal of this contract shall be completed by the parties hereto on or before July 15, 2025. In the event the Center anticipates renewal of this contract, Center’s proposed budget and the expected contribution from the Board shall be submitted to the Board prior to July 1, 2025 so that the Board may prepare its budget in compliance with the statutory schedule.
3. **STATUTORY COMPLIANCE:** The Center agrees to comply with the requirements of K.S.A. 19-4007 and all other applicable statutes.
4. **APPROPRIATION:** The Board has agreed to provide Pawnee Mental Health Services \$350,000 for 2025 as partial financial support of mental health services.

Attachment: Pawnee unsigned contract (15102 : 2025 Pawnee Mental Health Contract)

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this contract the day first above written.

ATTEST:

THE BOARD OF COMMISSIONERS OF
RILEY COUNTY, KANSAS

_____	Date _____	_____	Date _____
		Chair	
		_____	Date _____
		Commissioner	
		_____	Date _____
		Commissioner	

ATTEST:

PAWNEE MENTAL HEALTH SERVICES

_____	Date _____	_____	Date _____
		CEO	

Attachment: Pawnee unsigned contract (15102 : 2025 Pawnee Mental Health Contract)



COUNTY CLERK & ELECTIONS
License

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel

MEETING: October 10, 2024

SUBJECT: Retail Dealer's 2025 Cereal Malt Beverages License for Stagg Hill Golf Club

PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to sign a Retail Dealer's 2025 Cereal Malt Beverages License for Stagg Hill Golf Club, 4441 Stagg Hill Road, Manhattan, Kansas 66502.

Move to deny

Enclosures:

- Stagg Hill Cereal Malt Beverage (PDF)

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee: \$ 125

RETAIL

No. 001

DEALER'S

2025

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is here by granted to Stagg Hill Golf Club to sell at retail

CEREAL MALT BEVERAGES

For consumption on premises

(State if for consumption on the premises, or for sale in original and unopened containers and not for consumption on the premises.)

at 4441 Stagg Hill Rd Manhattan, KS 66502
(Give exact location, with street number, if any.)

in the Township of Manhattan in Riley County, Kansas

Application therefor, on file in the Office of the County Clerk of said County, having been approved by the Governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of County Commissioners.

This License will expire December 31, 2025, unless sooner revoked, is not transferable,
Nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Riley County, Kansas,

(SEAL) this 10th day of October, 20 24

Attest: _____
County Clerk Chairman



COUNTY CLERK & ELECTIONS
Tax Roll Correction

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist
MEETING: October 10, 2024
SUBJECT: Sign a Tax Roll Correction
PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to approve the Tax Roll Correction.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- Color0150 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMJIR

2024/10/08

8.a

Taxpayer ID COLO0014
Owner ID COLO0014

Control # 2024000695

Tax Year 2023
Tract # 781001

COLONIAL GARDENS LLC

CAMA # 189-31-0-00-00-010-00-0-01

TR IN LOT 13
& 18

31200 NORTHWESTERN HWY

TU 2 Manhattan City

FARMINGTON, MI 48334-5900

Parcel 115660
USD 383

Property Address 3000 TUTTLE CREEK BLVD

CGMHP

APPRAISER SECTION (Value)

2024/10/08 LMJIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	3651750	5204880	8856630

Appraised After Correction:

CL	Land	Imp	Total
RU	3651750	4949780	8601530

Net Change
255100-

Total 3651750 5204880 8856630

Total 3651750 4949780 8601530

255100-

Assessed Prior to Correction:

RU			
419951	598561	1018512	

Assessed After Correction:

RU			
419951	569225	989176	

Net Change
29336-

Total 419951 598561 1018512
SB41 4836

Total 419951 569225 989176
SB41 4836

Total 29336-
SB41

CLERK SECTION (Tax)

2024/10/08 LMJIR

ORDER PRINTED

Tax Prior to Correction:

Levy 150.37500	Gen Tax	153158.74
	SB41 \$	96.72
SB41 Tax Dollars		153062.02

Tax After Correction:

Levy 150.37500	Gen Tax	148747.34
	SB41 \$	96.72
SB41 Tax Dollars		148650.62

Net Change
4411.40-
4411.40-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

29336-

Applicable Mill Levy

150.37500

Net Change in Levied Tax Dollars

4411.40-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code CO C.O.T.A./OTHER Rate 4.00%

Tax Statement # 12166

Comments BOTA stipulated value

Docket #2023-2523-EQ

Net Change in Total Tax Dollars

4411.40-

Owner COLO0014

COLONIAL GARDENS LLC

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: Color0150 (15104 : Tax Roll Corrections)



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: October 10, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-09 Fire TMedrano EAF (DOCX)
- 2024-09 Fire COxley EAF (DOCX)
- 2024-09 Fire ATripp EAF (DOCX)
- 2024-09 Fire HCapobianco EAF (DOCX)
- 2024-10 Trasurer VSlack EAF (DOCX)
- 2024-09 Election STripodi EAF (DOCX)
- 2024-09 Election MReese EAF (DOCX)
- 2024-10 PW MGambrel EAF (DOCX)
- 2024-10 PW VVonpertz EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Tanner Medrano**Status Change Date:** 10/2/2024**Status Change:** Separation**Date of Hire:** 04/25/2022**Seniority:** 2 Year(s), 5 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** 0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183- Fire District #1**Supervisor:** Douglas Russel**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Fire TMedrano EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Connor Oxley**Status Change Date:** 10/2/2024**Status Change:** Separation**Date of Hire:** 9/27/2022**Seniority:** 2 Year(s), 0 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** 0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183- Fire District #1**Supervisor:** Douglas Russel**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Fire COxley EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Andrew Trip**Status Change Date:** 10/2/2024**Status Change:** Separation**Date of Hire:** 9/3/2019**Seniority:** 5 Year(s), 0 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** 0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183- Fire District #1**Supervisor:** Douglas Russel**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Fire ATripp EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Heather Capobianco**Status Change Date:** 10/2/2024**Status Change:** Separation**Date of Hire:** 5/2/2023**Seniority:** 1 Year(s), 5 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** 0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183- Fire District #1**Supervisor:** Douglas Russel**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Fire HCapobianco EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Victoria Slack**Status Change Date:** 11/22/2024**Status Change:** Separation**Date of Hire:** 07/20/2020**Seniority:** 0 Year(s), 0 Month(s)**Position:** Office Building Receptionist**Position Type:** Regular Full-Time**Pay Range:** Range 1**Pay Type:** Hourly**Base Rate:** \$17.69**Annualized Pay:** \$36,795.20**Funds Codes:** 1- General/7- Treasurer**Supervisor:** Donna Borgerding**Department Head:** Shilo Heger

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Trasurer VSlack EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Susan Tripodi**Status Change Date:** 10/04/2024**Status Change:** New Hire**Date of Hire:** 10/04/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Election Day Worker**Position Type:** As Needed**Pay Range:** Election**Pay Type:** Stipend**Base Rate:** By Position**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Election STripodi EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Mary Reese**Status Change Date:** 10/03/2024**Status Change:** New Hire**Date of Hire:** 10/03/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Election Day Worker**Position Type:** As Needed**Pay Range:** Election**Pay Type:** Stipend**Base Rate:** By Position**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Election MReese EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Matt Gambrel**Status Change Date:** 10/03/2024**Status Change:** New Hire**Date of Hire:** 10/21/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** As Needed Security**Position Type:** As Needed**Pay Range:** Range 2**Pay Type:** Hourly**Base Rate:** \$19.65**Annualized Pay:** \$9,825.00**Funds Codes:** 1-General/40-Public Works**Supervisor:** Julie Winter**Department Head:** John Ellerman

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 PW MGambrel EAF (15098 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Viola Vonpertz**Status Change Date:** 10/08/2024**Status Change:** New Hire**Date of Hire:** 10/21/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Custodian I**Position Type:** Regular Full-Time**Pay Range:** Range 1**Pay Type:** Hourly**Base Rate:**17.69**Annualized Pay:** \$36,795.20**Funds Codes:** 1- General/40- Public Works**Supervisor:** Jeremiah Noll**Department Head:** John Ellerman

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 PW VVonpertz EAF (15098 : Employee Action Form (Green Sheet))



AGENDA

JOINT CITY/COUNTY/COUNTY MEETING

Riley County Board of Commission Chambers

Courthouse Plaza East Building

115 North 4th Street

Manhattan, KS 66502

Thursday, October 17, 2024

4:00 P.M.

1. MHK Riverfront Project (Tracy Anderson, Anderson Knight Architects and Phil Anderson, MHK Riverfront Executive Committee Member)
2. Konza Prairie Community Health Center Update (Dani Hallgren, Chief Executive Officer, Konza Prairie Community Health Center)



This meeting is being held in the Riley County Board of County Commission Chambers at Courthouse Plaza East Building, 115 N. 4th Street. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**Board of Riley County
Commissioners
Special Meeting
Minutes
October 04, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
Bryant Parker	Deputy County Counselor	Present	9:00 AM
Vernon Vandahl		Present	9:30 AM
John Chaffee		Present	9:30 AM

9:00 AM

Leave for a Fence View at the location for Vandahl/Chaffee, arrive at approximately 9:30 a.m.

- The fence viewers (Board of Riley County Commissioners) will meet the parties to the fence view as follows on Friday, October 4, 2024, at approximately 9:30 a.m.: Travel west of Cavalry Road, approximately ½ mile to a gate on the north side of Sherman Road. Then the viewers will proceed through that gate to an existing partition fence separating the adjoining Vahdahl and John Chaffee parcels. The viewers will examine, to the extent necessary, the partition fence at issue. (See attached “Application for Fence Viewing.”; and aerial) The applicant, Shirley Vandahl, or her representative will, first, for approximately 15 minutes, explain to the viewers applicant’s request in this matter. Mr. Chaffee, or his representative will, second, for approximately 15 minutes, explain to the viewers his request in this matter. When the viewers are ready to end the view, after approximately 1 hour on site, they will do so and leave the property. At a future regular public meeting of the Board of Riley County Commissioners, the Board will announce its decision and order in this matter. The parties will be notified in advance of that date.

The Board viewed the fence line in dispute.

Chaffee said he is open to building the fence on his 1/2 of the area in question.

10:40 AM Adjournment

Minutes Acceptance: Minutes of Oct 4, 2024 9:00 AM (Review Minutes)



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 07, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Bryant Parker	Deputy County Counselor	Present	8:30 AM
Jacob Hansen	Deputy County Counselor	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:33 AM
Emma Loura	Manhattan Mercury	Present	8:52 AM
Heather Germann	Leonardville Nursing Home Administrator	Present	9:20 AM
Greg Steere	RCPD	Present	9:30 AM
Gregg Eystone	Extension Agent	Present	9:30 AM
Evan Sylvester	Extension Agent	Present	9:30 AM
Bob Isaac	Planner	Present	9:40 AM
Russel Stukey	Emergency Management Director	Present	9:41 AM
Doug Russell	Assistant Fire Chief	Present	9:41 AM
Amanda Webb	Planning/Special Projects Director	Present	10:06 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday evening the BOCC meeting was held in the City of Riley. Some community members attended, and the Riley City Mayor gave an update on upcoming events.

Friday, I went on the fence view in north county. The two parties came to an agreement at the property at the time.

Saturday, I attended the League of Women Voters Candidate Forum for state senate candidates. Some good questions were asked by the League and attendees.

Sunday afternoon, I reviewed the agenda and documents for today's meeting and reviewed other paperwork.

McKinley's Comments:

Friday morning, we had a fence view in north county. These are always interesting, but it was a nice day to be out in the fields.

Friday evening went to the Manhattan High School football game. It was a runaway from the start. It was also the homecoming game which was fun to watch. I counted fifty-two total king and queen candidates.

Saturday morning the north county republicans met in Leonardville. Rich Vargo gave a presentation on what is involved in elections and election security. He also answered some questions. Shilo Heger spoke about the treasurer's office and some of the challenges the state puts on them. Brad Starnes, candidate for the state senate, spoke on what he would do when elected.

Ford's Comments:

Friday morning, I attended the Vandahl/Chaffee fence view up in the north part of the county. From everything I saw it looks as if we should be able to find an applicable solution that will fit the needs of both property owners in terms of a functional fence.

Friday morning, I also listened in on the K-State Research and Extension Friday E-Call "USDA Programs for Your Community" State USDA Program Director Christi Davis discussed the many programs and opportunities available through the USDA designed to help local

and rural communities here in Kansas.

Friday afternoon I met with several members of the public to discuss the Riley County Health Department and the open director's position and several of the other programs that are attached to it. Had a very good dialog and was able to answer some questions and concerns.

Saturday, I headed up to Fort Riley for their 2024 Fall Apple Day Festival. It's always great to walk around and catch everything that the base has to offer. Was able to get a piece of apple pie to this year which is always a plus.

Spent the rest of the weekend watching some football and catching up on some items at home and preparing for the upcoming week.

Business Meeting

3. Supplemental Agreement No. 2 University Park Wastewater Lagoon Facility

Move to approve the Supplemental Agreement No. 2 for Professional Engineering Services with SMH Consultants for the University Park Wastewater Lagoon Facility.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

4. Elections Office Remodel Change Order

Move to approve Change Order Number 1 with Icon Structures for the 4th Floor Plaza East Building Riley County Elections Office Renovation Project in the amount of a -\$17,950.00 for a new contract sum of \$439,550.00.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

5. Highway Use Permit, City of Manhattan, KS- Harwood Road Water Service Extension

Move to approve the Highway Use Permit granting the City of Manhattan, Kansas permission to install a 1 inch water service line

crossing according to the details shown on the map.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

6. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed Riley County Employee Action Forms for the following:

- Willie Vela, a Volunteer Firefighter, in the Fire District #1, for Separation from County Service, effective October 2, 2024.
- Trevor Zinkus, a Volunteer Firefighter, in the Fire District #1, for Separation from County Service, effective October 2, 2024.
- Mason Schmitz, a Volunteer Firefighter, in the Fire District #1, for Separation from County Service, effective October 2, 2024.
- Daniel Beard, a Volunteer Firefighter, in the Fire District #1, for Separation from County Service, effective October 2, 2024.
- Mary Mertz, a new hire, as an Election Day Worker, in the Election Department, at a Range Election.

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Oct 3, 2024 6:00 PM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

11. Pending County Projects County Counselor

Holeman reviewed the Commission Projects list.

9:20 AM Heather Germann, Leonardville Nursing Home Administrator

12. Letter of Support for a grant application for the Leonardville Nursing Home

Germann presented the Letter of Support for the Leonardville Nursing Home.

Move to approve a Letter of Support for a grant application for the Leonardville Nursing Home.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

9:30 AM Press Conference

13. RCPD Update - Greg Steere (3-5 minutes)

Steere presented the RCPD update.

14. Fall Landscape Colors Program October 12th - Gregg Eyestone (2 minutes)

Eyestone said Riley County Extension will be hosting a Fall Landscape Colors program that will be held on Saturday, October 12th beginning at 10:00 a.m. at Blueville Nursery at 4539 Anderson Avenue.

15. Harvest and Hoof Program October 14th - Ethan Sylvester (2 minutes)

Sylvester said Riley County Extension is hosting a program titled "Harvest and Hoof: Marketing tips" October 14th from 6:00-7:30 p.m. at the Farmhouse in Riley. The program will outline livestock marketing tips and market trends.

16. 2024 General Election - Rich Vargo (2-3 minutes)

Vargo reported voter registration closes Tuesday, October 15, 2024 for the Tuesday, November 5, 2024 General Election.

Vargo said Advance Voting in person and by mail begins Wednesday, October 16, 2024 and the last day to apply for an Advance Ballot by mail is Tuesday, October 29, 2024.

Vargo encouraged residents to go to www.rileycountyks.gov to pull up a sample ballot prior to voting.

9:40 AM

Bob Isaac, Planner

17. Public Hearing to Consider a Special Use Authorization to allow for the construction and operation of a rural fire station on an unplatted tract and plat the tract into a single lot.

Isaac presented the Special Use for a rural fire station & plat.

Move to approve "Resolution No. 100724-44, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Sherman Township, Special use Authorization" to allow the construction and operation of a rural fire station, as it has been determined that it meets the minimum requirements of the Riley County Land Development Regulations and the Riley County Sanitary Code.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Move to approve "Resolution No. 100724-45, A Resolution approving the Riley County Fire District #1 Fire Station 110 plat and accepting the street rights of way, easements and licenses, as shown to be dedicated on the said plat", as it was determined that it meets the requirements of the Riley County Land Development Regulations and

Sanitary Code.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

10:00 AM Brittany Phillips, Budget and Finance Officer

18. ARPA Funds Update

Phillips presented an ARPA funds updated report.

10:15 AM Amanda Webb, Planning/Special Projects Director

19. Planning & Development - Staff Update

Webb presented the Planning & Development staff update.

Webb reported the City of Manhattan is looking to rezone their portion of CiCo Park to Public Institutional (PI-1). Webb said the City of Manhattan has asked if Riley County would consider rezoning their portion to Public Institutional (PI-1) or (PI-2). Webb stated there is no requirement to change the zoning.

20. Planning & Development updated fee schedule resolution

Webb presented the Planning and Development resolution establishing fees.

Move to approve "Resolution No. 100724-46, A Resolution establishing Planning and Development fees for Riley County, Kansas."

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

10:40 AM 21. Executive session to discuss a performance matter involving non-

elected personnel

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on a performance matter of non-elected personnel, to protect the privacy of the applicants for employment, an exception to the Kansas Open Meetings Act, with Clancy Holeman, County Counselor; Bryant Parker, Deputy County Counselor; Jacob Hansen, Deputy County Counselor, attorneys for the Riley County Commission, and with Rich Vargo, County Clerk, and Elizabeth Ward, Human Resources Director. The open meeting to resume in the County Commission Chambers at 11:10 a.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

11:10 AM

Move the Board of County Commissioners come out of executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

11:10 AM

Adjournment

Move to adjourn.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 17, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

9:00 AM Call to Order

Pledge of Allegiance

9:00 AM Executive session to discuss a performance matter involving non-elected personnel

10:00 AM Executive session to discuss a performance matter involving non-elected personnel

11:00 AM Executive session to discuss a performance matter involving non-elected personnel

4:00 PM Joint City/County/County Meeting (at County Offices)

Adjournment

Announcements

Good Morning Manhattan will be held today 7:15 a.m. - 8:30 a.m. at the Four Points by Sheraton, 530 Richards Drive.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 10-17-24 tentative agenda (14242 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 21, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Veterans Day Proclamation
2. Discuss Intergovernmental Luncheon

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Megan Lewis, Community Corrections Director

3. Request to fill a position

9:05 AM

Amanda Webb, Planning/Special Projects Director

4. CiCo Park rezone

9:15 AM

David Adams, EMS/Ambulance Director

5. Staff update

9:30 AM

Press Conference

6. Downtown Manhattan update - Gina Snyder (3-5 minutes)
7. 2024 General Election - Rich Vargo (2-3 minutes)
8. Presentation of Veterans Day Proclamation - John Ford and Christine Benne (3 minutes)

9:40 AM

Derik Flerlage, Director, Bureau of Family Health; Jarvis Doleman, Section Director for Operations, Child Care Licensing; and Melissa Schoenberger, Section Director for Systems and Field Services, Child

Attachment: 10-21-24 tentative agenda (14242 : Tentative Agenda)

Care Licensing

9. Child Care

10:10 AM**Clancy Holeman, Counselor/Director of Administrative Services**

10. Administrative Work Session

10:30 AM**Elizabeth Ward, Human Resources Director**

11. Expanded Finance position request – Senior Fiscal Analyst, County Clerk's office

10:50 AM**Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer**

12. Monthly cash flow reports

11:00 AM**John Ellermann, Public Works Director/County Engineer**

13. EMS Project update

11:15 AM**Shilo Heger, Treasurer**

14. Office Building Hours

12:00 PM**Law Enforcement Agency Meeting****Adjournment**

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 10-21-24 tentative agenda (14242 : Tentative Agenda)