

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
MEETING WITH REPRESENTATIVES OF LANCASTER COUNTY VILLAGES
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, JULY 9, 2015
8:30 A.M.

County Commissioners Present: Larry Hudkins, Vice Chair; Deb Schorr; Bill Avery; and Todd Wiltgen

County Commissioners Absent: Roma Amundson, Chair

Village Representatives: Pat Rule, Bennet Village Clerk; Don Murray, Bennet Board of Trustees; Larry Hall, Bennet Planning Commission; Jill Hoefler, Firth Village Clerk; Vicky Polak, Hallam Village Clerk; Kelly Oelke, Hickman City Clerk; Dave Dykmann, Hickman City Council; Nadine Link, Malcolm Village Clerk; Nancy Niemann, Raymond Village Clerk; Mike Werner, Waverly Mayor; Chad Neuhalfen, Waverly City Councilman; and Doug Rix, Waverly City Administrator/Clerk

Others Present: Kerry Eagan, County Chief Administrative Officer; Gwen Thorpe, Deputy County Chief Administrative Officer; Pam Dingman, County Engineer; Cheryl Brandenburgh, Black Hills Energy; Coby Mach, President and Chief Executive Officer (CEO), Lincoln Independent Business Association (LIBA); Kevin Abourezk, Lincoln Journal Star Newspaper; and Ann Taylor, County Clerk's Office

Larry Hudkins, County Board Vice Chair, called the meeting to order at 8:39 a.m.

AGENDA ITEM

1) COOPERATIVE PURCHASING OPPORTUNITIES - Bob Walla, Assistant Purchasing Agent

Bob Walla, Assistant Purchasing Agent, disseminated the following: 1) Information on cooperative purchasing; 2) An example of a cooperative bid with Southeast Community College (SCC); and 3) City of Lincoln & Lancaster County, Procurement Guide (Exhibits A-C).

Walla asked those in attendance whether their city or village currently uses any of the contracts the City of Lincoln, Lancaster County or the State of Nebraska have in place. Representatives of the Cities of Hickman and Waverly indicated they do. He discussed the availability of the contracts to the County's cities and villages and explained they could find economy of scale savings and save on the time it takes to go out for bids.

Walla said all of the bids are done electronically and encouraged rural businesses and contractors to register as vendors with the Purchasing Department so they can begin participating in bids (see the Purchasing Department's E-Bid system website for more information: <http://lincoln.ne.gov/city/finance/purch/index.htm>). He said it is a very transparent system, noting every bid and contract is available on the website. Terms and conditions, including pricing, would also be in effect for any city or village that elects to use a contract.

Walla said the Purchasing Department also handles surplus items for the City of Lincoln and Lancaster County and sends notices of available items to any entity that asks to be included.

OTHER BUSINESS

Larry Hall, Bennet Planning Commission, expressed concern that the Village of Bennet is unable to post signs near the State highway that runs through its community. Pam Dingman, County Engineer, said the State has sign corridors and strictly enforces them.

- 2) CITIZENS INSTITUTE FOR RURAL DESIGN (CIRD)** - David Cary, Acting Planning Director, Lincoln-Lancaster County Planning Department; Stacey Groshong Hageman, Lincoln/Lancaster County Planning Department

David Cary, Acting Planning Director, Lincoln-Lancaster County Planning Department, thanked the County for its assistance in applying for a Citizens Institute for Rural Design (CIRD) grant to assist rural communities with design and planning efforts and for providing match for the grant.

Stacey Groshong Hageman, Lincoln/Lancaster County Planning Department, gave a PowerPoint presentation on the My Town, Lancaster County CIRD Workshop that was held March 19-21, 2015 (Exhibit D). She said seven communities participated in the event (Bennet, Denton, Firth, Hallam, Hickman, Panama and Waverly) and shared information and ideas, discussed how they could collaborate, and planned for future projects and activities (see Exhibit E for a workshop summary). Groshong Hageman said participants identified priorities for their communities as well as countywide priorities: 1) Develop a countywide events calendar; 2) Lancaster County leadership academy; 3) Lancaster County roundtable; and 4) Lancaster County trails. She also discussed plans for Lighter, Quicker, Cheaper Demonstration Projects in the Bennet and Hallam communities with funds remaining from the CIRD workshop. It was also noted space will be available during Communities Day at the Lancaster County Super Fair for communities to present what they have been doing in their towns.

Cary remarked that one thing he took away from the CIRD workshop is that there are opportunities to look at the full County and see what resources can be pulled together for the small communities. He said one example was the idea of a countywide events calendar and suggested the County Board Office could be responsible for maintaining the calendar on its website. Cary also stressed the need for communities to continue to share information.

NOTE: The CIRD Workshop-Final Report is available on the Planning Departments website: <http://lincoln.ne.gov/city/plan/mytown/final/index.htm>.

3) RURAL TRANSIT - Mitchel Sump, Program Coordinator, Aging Partners

Mitchel Sump, Program Coordinator, Aging Partners, disseminated brochures on Lancaster County Public Rural Transit (Exhibit F). He said transportation is provided to the general public including, but not limited to, seniors and persons with disabilities with "curb-to-curb" service. Riders younger than 13 must be accompanied by an adult. Buses can accommodate 14 riders (2 assisted and 12 unassisted) and operate 7:30 a.m. to 5:30 p.m., Monday-Friday. Rural Transit currently run two routes, north on Mondays and Wednesdays and south on Tuesdays and Thursdays, and alternate services on Fridays. Services are provided to all of Lancaster County and the bordering communities of Adams, Ceresco, Cortland, Eagle and Greenwood. Sump noted one portion of the trip must include a stop outside Lincoln's city limits (pickup point or destination). Trips may also be scheduled outside normal operating hours (five rider minimum) for special events at a slightly higher rate (see rates in Exhibit F).

Doug Rix, Waverly City Administrator/Clerk, asked whether Rural Transit provides rides for University of Nebraska at Lincoln (UNL) home football games. Sump said it does not, due to heavy traffic.

Larry Hall, Bennet Planning Commission, asked how the Nebraska Public Service Commission (NPSC) views the program. He also inquired about insurance requirements. Sump said Rural Transit is a Federal Transit Administration (FTA) 5311 Program and is insured through the City of Lincoln Aging Partners, in conjunction with Lancaster County. Nancy Niemann, Raymond Village Clerk, said the program is able to get around the NPSC because it isn't transporting within the City and competing with the City-owned bus service.

Mike Werner, Waverly Mayor, asked whether Rural Transit can provide transport between two rural communities. Sump said it can, although that service isn't used as often. Werner remarked that would tie in with the rural design concept, particularly if one community is holding a special event. Rix suggested they provide a shuttle to pools or the water park in Lincoln. Sump said he is willing to explore setting up a special route.

4) SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT (SENDD) - Dave Taladay, Southeast Nebraska Development District (SENDD) Executive Director; Craig Eberle, SENDD Business Loan Officer/Assistant Director

Dave Taladay, Southeast Nebraska Development District (SENDD) Executive Director, said SENDD is one of eight districts in the State and covers 15 counties. Lancaster County has never been a member but contracts with SENDD for administration of the County's Community Development Block Grant (CDBG) program income funds. He noted some communities have contracted directly with SENDD for assistance with special projects but said SENDD is looking for a membership.

Craig Eberle, SENDD Business Loan Officer/Assistant Director, gave a PowerPoint presentation on SENDD's services which include community planning; assistance in obtaining funding for public infrastructure, facilities and housing projects; business development; and other programs (Exhibit G). Eberle said they also provide administration of regional and local revolving loan fund programs such as the United States Department of Agriculture (USDA)-Rural Development (RD) Rural Economic Development Loan & Grant Program (REDLG). Hudkins asked whether it could be used for medical or dental clinics or long-term care facilities. Eberle said he believes it could.

The following documents were disseminated: 1) Membership and Services in the Southeast Nebraska Development District and 2) Southeast Nebraska Development District Dues Structure for Counties, 2010 Population; and 3) Southeast Nebraska Development District, Fiscal Year (FY) 2015-2016 Membership Dues Request, Lancaster County (Draft-without Lincoln) (Exhibits H & I). Eberle said Lancaster County's rural communities would have an opportunity to join SENDD by paying membership dues based on population, provided the County joins and pays the base membership dues.

Hudkins noted the County has economic development contracts with the City of Lincoln and Lincoln Chamber of Commerce. Commissioner Schorr explained the County didn't want to join SENDD if it wasn't important to all of the rural communities. Pat Rule, Bennet Village Clerk, said Bennet could use assistance with surveys. Hudkins suggested Bennet consider contracting directly with SENDD for that assistance. Jill Hoefler, Firth Village Clerk, said her community could use assistance with grant applications and felt membership would be valuable.

Taladay said SENDD is interested in having Lancaster County participate and will do whatever they can to make it work. He said they will update population numbers to finalize the dues figures.

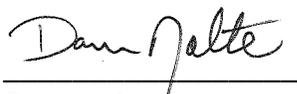
ROUNDTABLE DISCUSSION

Each town gave an update on issues affecting their community or upcoming events:

- Waverly - Improvements to Lawson Park (baseball/softball and soccer sports complex); a dry dam project with the Lower Platte Natural Resources District (NRD); a potential new hotel; a new housing development; and plans for major street improvements.
- Bennet - Updating their comprehensive plan; upgrades to wastewater treatment facility; a splash pad; paving projects; new housing development; and a farmers market.
- Hallam - Potential economic development project; housing development; the Lighter, Quicker, Cheaper Demonstration Project that resulted from the CIRD workshop; and potential windfarm.
- Firth - Want to capitalize on the potential economic development project in Hallam; a sewer lift station/lagoon rehabilitation project; a splash pad project; and the upcoming Firth Fun Night event.
- Raymond - Town hall had to be demolished due to mold issues; sewer system is at capacity; and an upcoming car show and craft fair.
- Hickman - Quiet zone (a railroad grade crossing at which trains are prohibited from sounding their horns in order to decrease the noise level for nearby residential communities) project was delayed due to flooding; potential housing development; new commercial development; and construction of a new City Hall facility.
- Malcolm - Completed street project; and an upcoming car show.

5) ADJOURNMENT

There being no further business, the meeting was adjourned at 10:15 a.m.

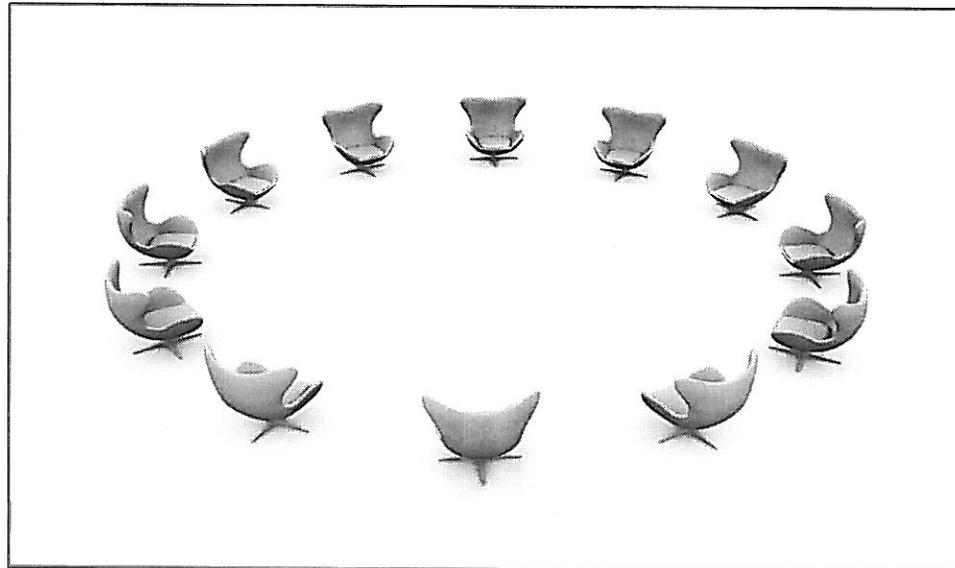


Dan Nolte
Lancaster County Clerk



CITY OF LINCOLN / LANCASTER COUNTY

COOPERATIVE PURCHASING
Presented by Bob Walla, CPPB
Assistant Purchasing Agent



PURPOSE & OBJECTIVES

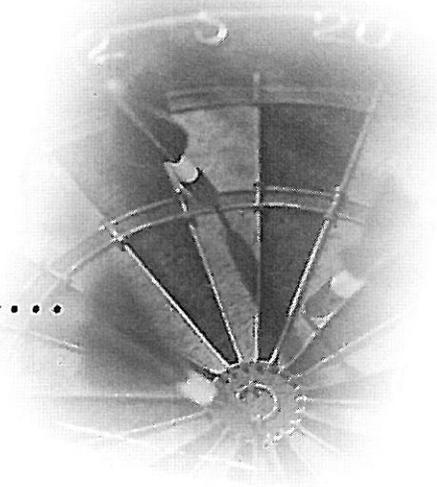


The purpose of today's meeting is to provide helpful information about Cooperative Purchasing and how your participation will fortify procurement in your organizations.

The presentation will be structured into 3 main areas:

- Part 1 - Cooperative Purchasing
- Part 2 - Piggyback Options
- Part 3 - Electronic Bidding

By the end of the presentation...



PART 1

COOPERATIVE PURCHASING

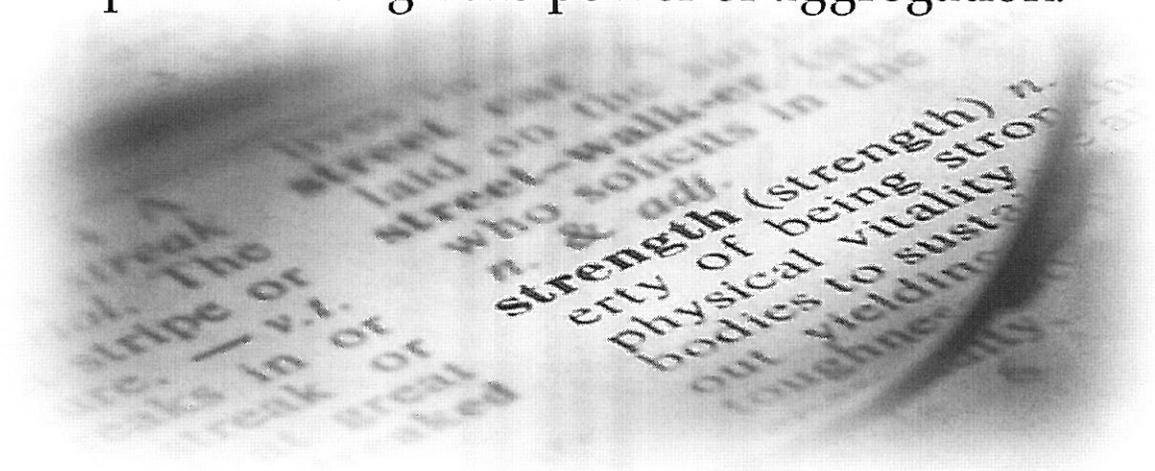


COOPERATIVE PURCHASING

Definition:

A purchasing model which allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing on goods and services.

Cooperative purchasing is becoming increasingly popular because it can save significant time and money in contract production as well as lower contract prices through the power of aggregation.



RELEVANCE



In the State of Nebraska, all 93 counties share a common interest – to provide necessary services to the patrons and utilize taxpayer money to the best of our abilities in that process.

CONNECTING ENTITIES

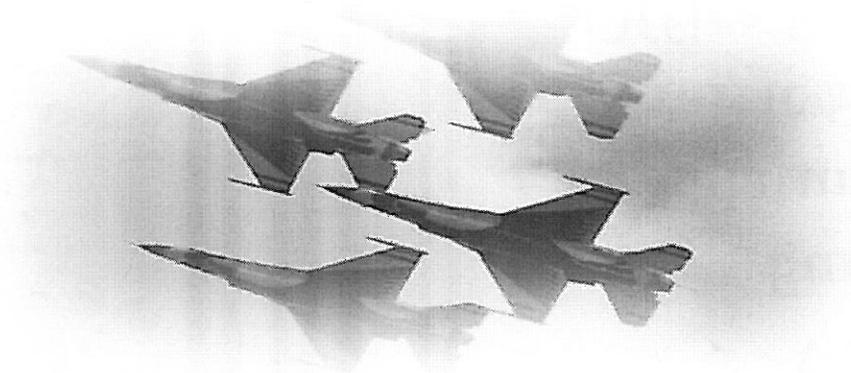
In 2013, myself and City Councilwoman, Leirion Gaylor Baird met to discuss the use of contracts which were bid out by other entities and utilized by the City of Lincoln and Lancaster County.

Our discussion centered around – the possibility of connecting Purchasing Managers from other entities and organizations in the Lincoln/Omaha area to pool buying power.

In the months that followed, we visited with Southeast Community College, UNL, Lincoln Electric System, Douglas and Sarpy Counties, City of Omaha, Lincoln Public Schools and the State of Nebraska.



STRATEGIC PURCHASING GROUP



Concurrence by entities was reached and resulted in the formation of the Strategic Purchasing Group

First meeting was held in April 2014 to identify opportunities for cooperative purchasing and significant issues associated with Purchasing in the Public Sector.

IDENTIFYING UNIFORM NEEDS

Discussion topics included potential cooperative bidding opportunities for commodities such as:



- Fuel
- Food
- Mowers
- Vehicles
- Furniture
- Natural Gas
- Traffic Signals
- Office Supplies
- Snow Equipment
- Safety Equipment

MEASURABLE RESULTS

Since the formation of the group, there have been a few cooperative bids issued.

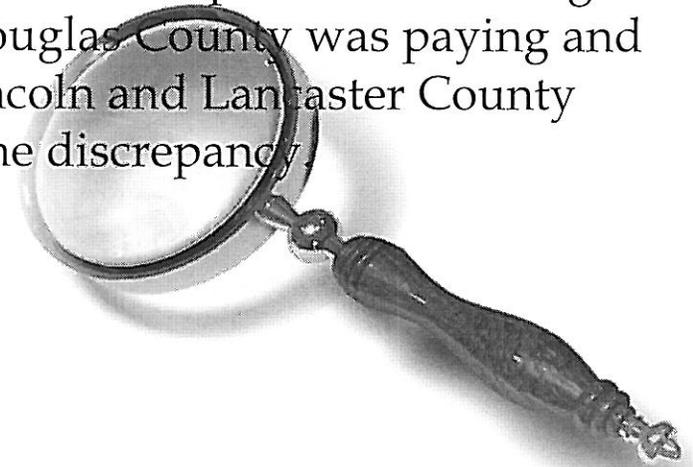
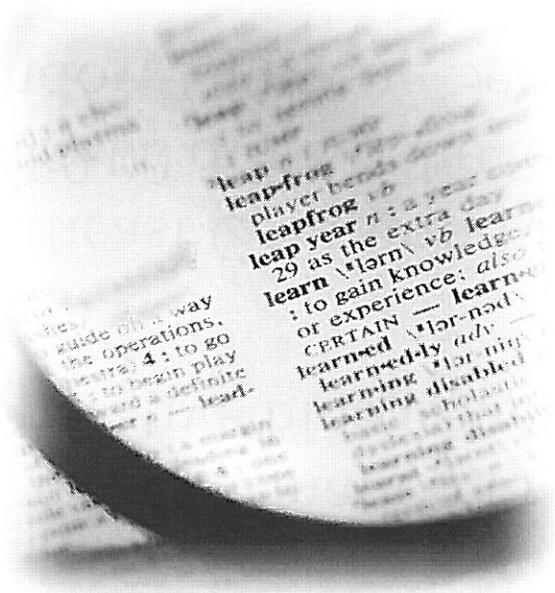
Southeast Community College – Lincoln was able to save \$8,480.00 during the term of an awarded contract for Window Cleaning Services.



OTHER IMPACTING FACTORS & CONSIDERATIONS

Sign Posts were priced close to the cost of what Douglas County normally paid, but they did not have to issue their own bid; which saved time and money.

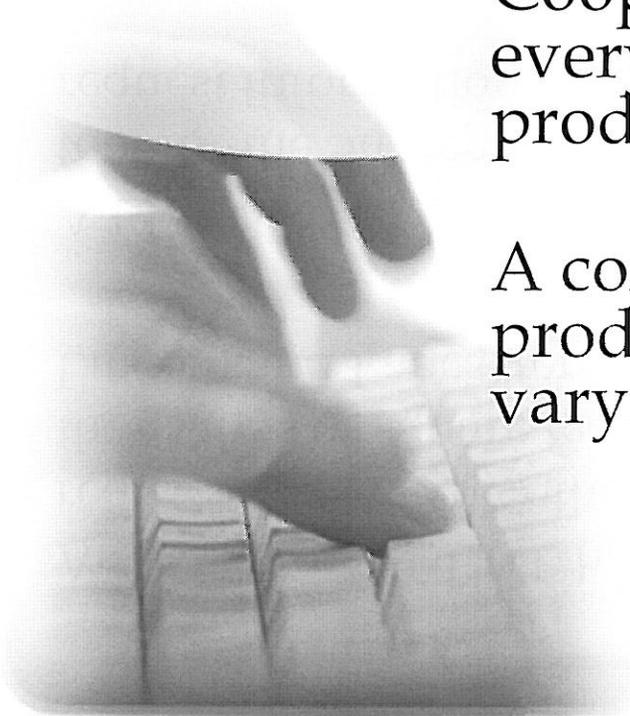
Fleet Vehicle Service repair bids were higher than what Douglas County was paying and therefore, Lincoln and Lancaster County inquired of the discrepancy.



ALLOWING FOR VARIATIONS

Cooperative Bidding does not mean everyone has to buy the exact same product or service.

A common need for the same type of product means that specifications can vary. *(See example in your packet)*





IT'S HAPPENING RIGHT NOW

As of this week, UNL has issued a bid for carpet for their facilities and requested usage by other members of the SPG. This request added thousands of square feet of carpet to the order from the City of Lincoln and Lancaster County. Bids open in January.

A List Serve directory was formed by UNL. It is a communication tool for the Strategic Purchasing Group to send group emails out to request information from the participating entities.



WHAT DOES IT TAKE TO BEGIN & EXECUTE A SUCCESSFUL COOPERATIVE BID?



- Review your budget to determine purchasing habits (i.e. repeat purchases, supply sources, quantities and within what time period).
- Consult with key personnel on their need for that specific commodity or service with other entities utilizing similar products or services.
- Designated staff provides the Lead Entity specifications, salient characteristics, delivery needs and location, quantities (estimates are acceptable) and any other pertinent information necessary to enable open and fair competition.
- Lead Entity compiles the information, develops final specifications, includes the review and approval of the bid documents prior to bid issuance.
- Following the closing of the bid, all submittals are distributed to participating entities for their review and award recommendation.

POST AWARD UTILIZATION & ANALYSIS

Each Entity issues their own Contract or Purchase Order in accordance with their County Procurement guidelines.

Employing a results-based process, a Cost Comparison is performed to analyze if the Cooperative bid saved money.

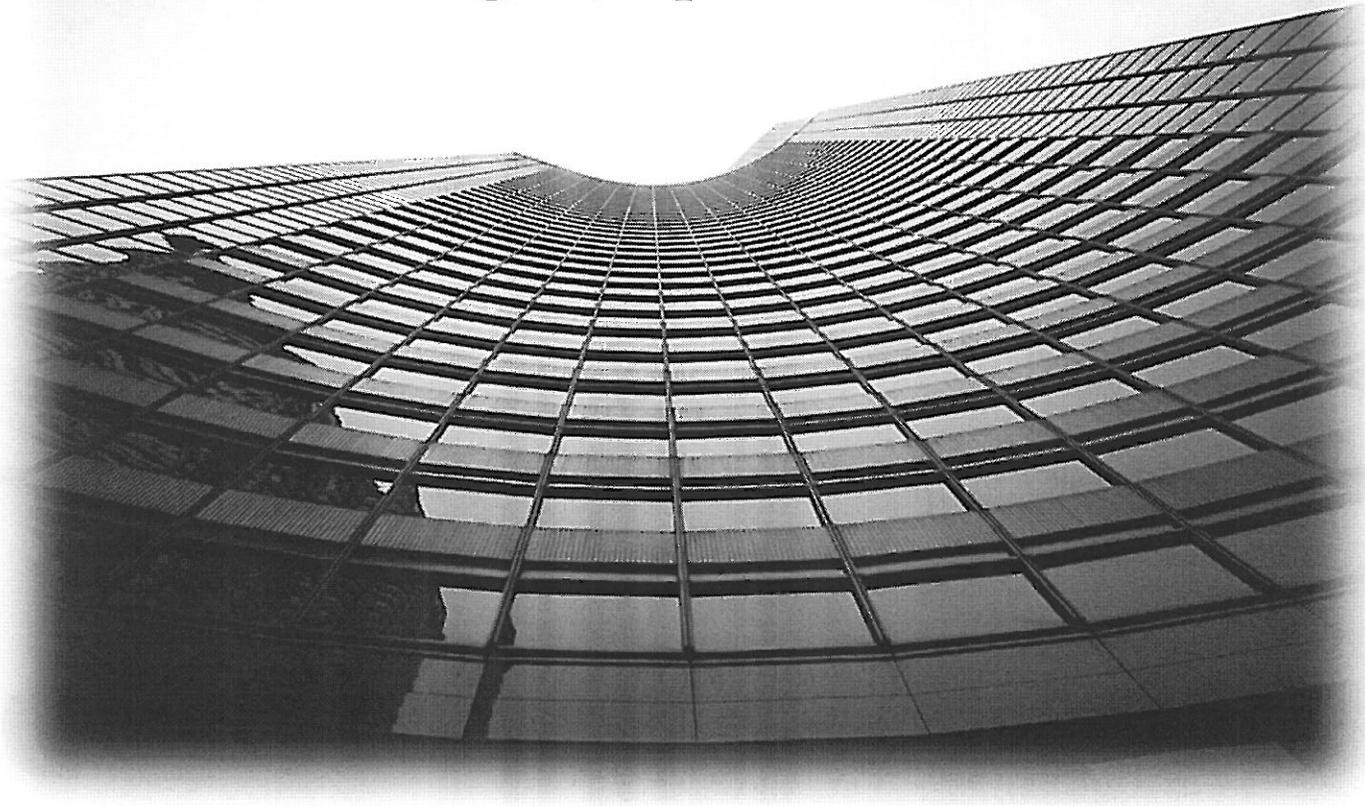
If "Yes", then how much?

Without measurable results, there is no purpose in Cooperative bidding.



OPPORTUNITY KNOCKS

Is your County interested in being part of the Strategic Purchasing Group?

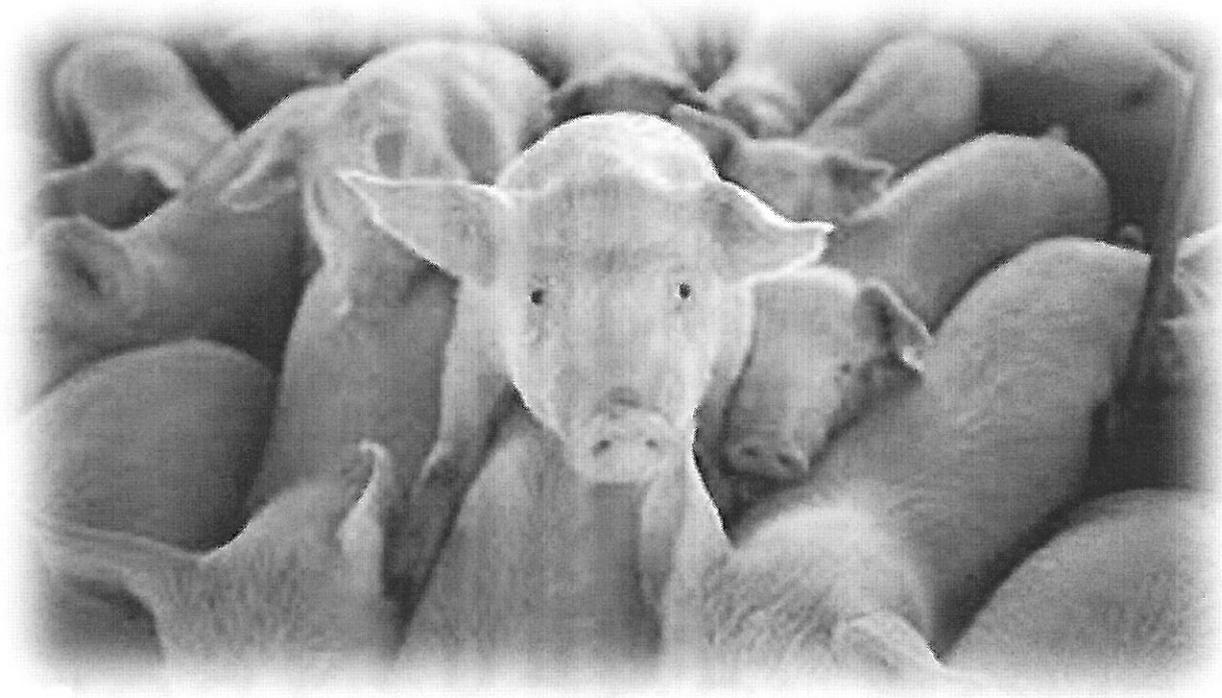


COOPERATIVE BIDDING QUESTIONS



PART 2

PIGGYBACK OPTIONS



PIGGYBACK OPTIONS

Definition:

One or more organizations represent their requirements and include an option for other organizations to “ride” or “bridge” the contract as awarded”.



MONITORING & ACCESSING EXISTING CONTRACTS

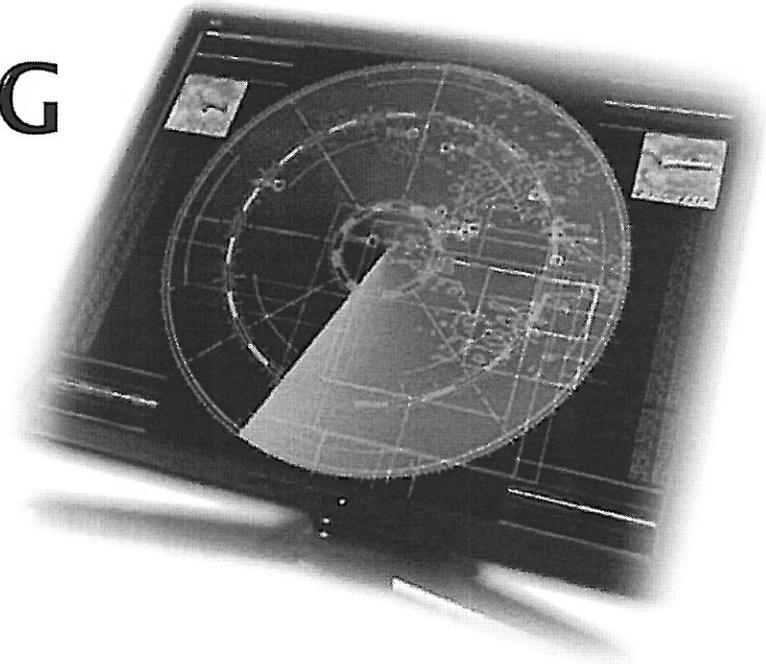
Lancaster County

www.lancaster.ne.gov

Keyword "Contracts"

**State of Nebraska, Administrative Services – Materiel State
Purchasing Bureau**

http://www.nebraska.gov/das/materiel/purchasing/contract_search/index.php



For a live demonstration, see Bob Walla after the presentation

NATIONAL COOPERATIVE CONTRACTS

AVAILABLE FOR USE BY NEBRASKA POLITICAL ENTITIES:

- Western States Contracting Alliance – aboutwsca.org
- National Joint Powers Alliance (NJPA) – njpacoop.org
- US Communities – uscommunities.org
- National IPA – nationalipa.org



ONE SIZE DOES NOT FIT ALL



- Do a cost comparison and ask questions about the companies involvement in other Cooperative Contracts.
- You can always use a Purchasing Agent's best friend (GOOGLE) to find contracts for comparison pricing or to piggyback. (i.e. - Drug Testing - State of Arkansas, Monitoring Devices - State of Pennsylvania)
- There are many other Cooperative Groups in the market.
- Make sure the group utilized a government entity with an open and competitive process before agreeing to piggyback!

FINDING THE RIGHT PATH

Not all Cooperative Contracts have the best pricing available!

Some companies give greater discounts to a certain Cooperative over another.



NOTEWORTHY ADVANTAGES

of

PIGGYBACK CONTRACTS

- Lower prices due to overall purchasing volume
- Being an additional benefactor for competitive rates negotiated by another entity
- Significant reduction in consuming your valuable time and resources it takes to administer a bid process.

LIMITED DISADVANTAGES

to

PIGGYBACK CONTRACTS



- The volume of product or service is being bid for only the Lead Entity.
- Other entities may be limited on how much they can piggyback off of a contract due to the quantity being low.
- Vendors may not allow a piggyback due to the quantity requested in the bid process.

THE EXCHANGE

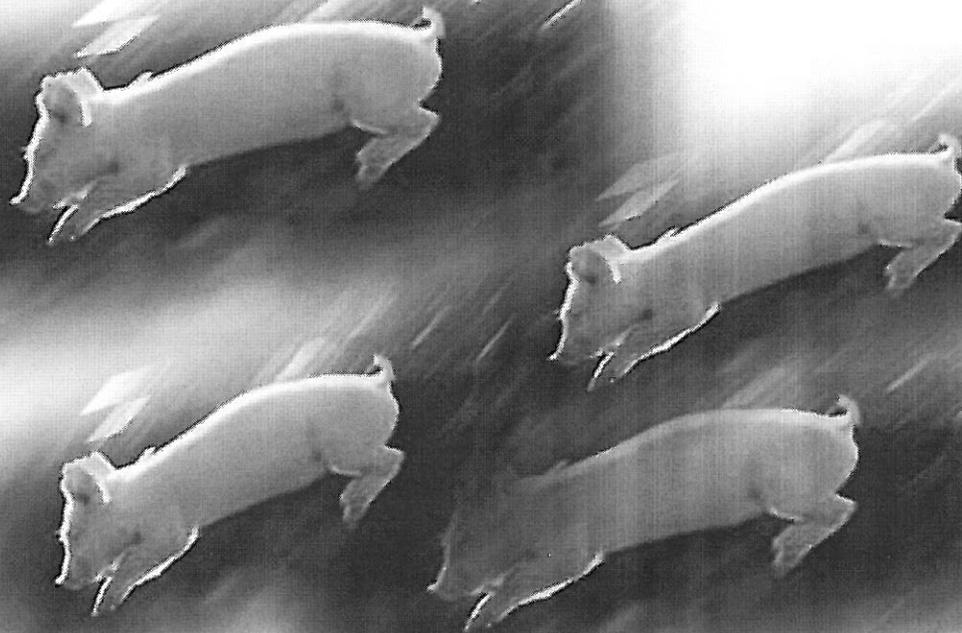


What examples of utilizing piggyback options in your County can you share with the group today?

PIGGYBACK QUESTIONS



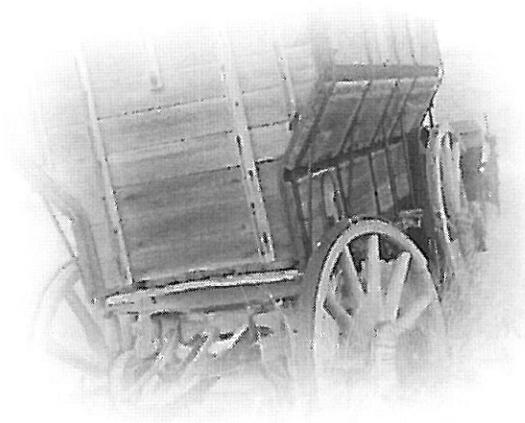
TIME TO MOVE ON FROM PIGGYBACKING



PART 3

ELECTRONIC BIDDING





ELECTRONIC BIDDING BACKGROUND

In 2007 the City of Lincoln/Lancaster County issued an RFP for an Electronic Bidding System.

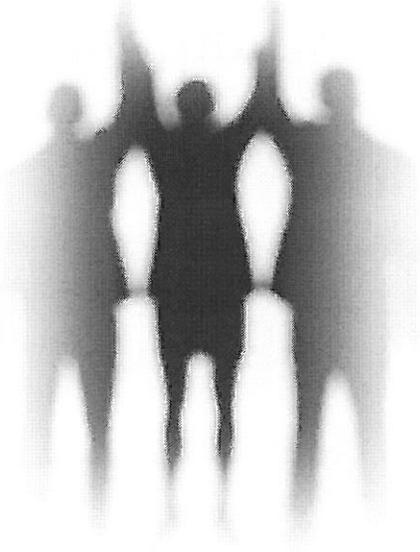
Ionwave was the selected Vendor

The use of electronic bidding (E-bid) has allowed us to process more bids and quotes with less staff in this time period.

There are currently 8,000 Vendors registered in our E-bid system and they receive immediate notices of our bid opportunities the moment we click the Issue Button.

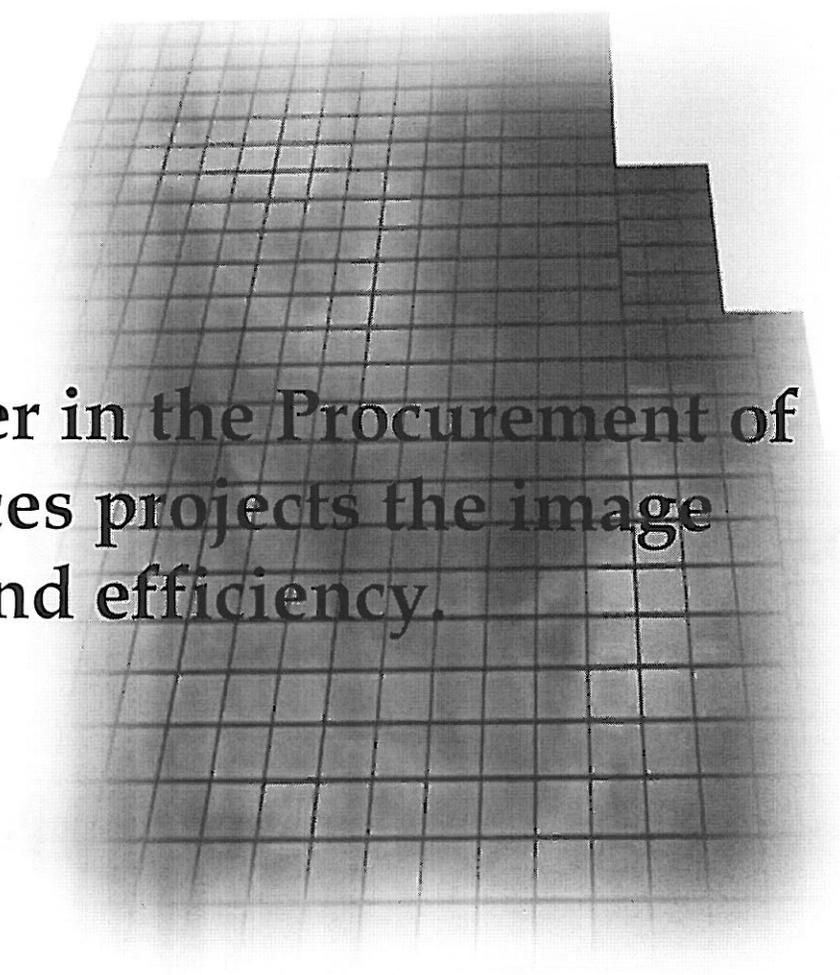
Recently the Lancaster Event Center was added as a User to our E-bid system. Their staff has received training by City/County staff and they are issuing all bids on the system for a \$2.6 million dollar grant they received.





RAISING THE BAR

FOR THE BENEFIT OF ALL



Working together in the Procurement of goods and services projects the image of cooperation and efficiency.

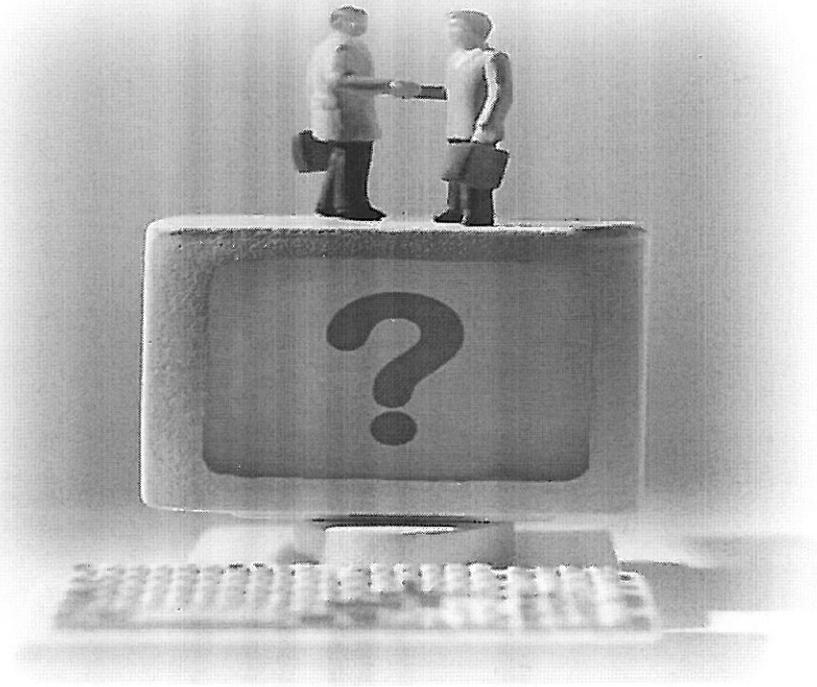
INCREASING BUYING POWER

After all, we do rely on the same source of
income - Taxpayers!



Together we can accomplish our common goal of being
outstanding stewards of their money.

INQUIRIES ABOUT THE PRESENTATION



THANK YOU

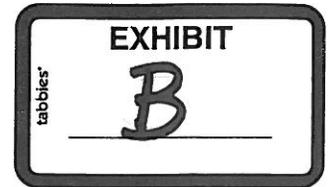


SOURCES

Katz, Nicole – E & I Cooperative Purchasing

Pope, Lee Ann – NASPO Issue Brief

**SPECIFICATIONS
WINDOW CLEANING SERVICES**



1. SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

- 1.1 The City of Lincoln, Lancaster County, Nebraska; the Lincoln-Lancaster County Public Building Commission, and Southeast Community College-Lincoln, hereinafter referred to as "Owners", are requesting bids from qualified Vendors to provide interior and exterior window cleaning services at various locations throughout the city limits of Lincoln, Nebraska.
- 1.2 Locations for all entities are listed as an attachment in the Bid Attachment section on the City/County ebid system.
 - 1.2.2 Building locations not indicated in this bid may be added to any contract resulting from this bid with mutual consent and by written amendment of both parties at any time during the contract period.
- 1.3 The service shall include all labor, supervision, materials, chemicals, machines, set-up and rigging, tools, equipment, traffic control (if deemed necessary), insurance, permits and licenses to perform the services specified herein in a safe, timely, and efficient manner.
- 1.4 Any deviation from these specifications or the ebid must be documented on company letterhead and attached to the Response Attachment section of the ebid response.
- 1.5 Vendors must submit bid documents and all supporting material via ebid.
- 1.6 All inquiries regarding these specifications shall be directed via email or faxed written request to Robert Walla, Asst. Purchasing Agent (rwalla@lincoln.ne.gov) or fax: (402) 441-6513.
 - 1.6.1 These inquires and/or responses shall be distributed to prospective Vendors electronically as an addenda.
- 1.7 The City/County Purchasing Office shall only reply to written inquiries received within five (5) calendar days of the bid opening.
- 1.8 No direct contact is allowed between Vendor and other Owner staff throughout the bid process.
 - 1.8.1 Failure to comply with this directive may result in Vendor bid being rejected.
- 1.9 Awarded Vendor must meet with the Building Maintenance Director or Designee to view all buildings and areas to be cleaned prior to performing any work under this contract.

2. CONTRACT TERMS

- 2.1 The term of the contract shall be four (4) years from date of execution with an option for 4 additional one year renewals upon mutual consent of all parties.
- 2.2 The Owners reserve the right to add, remove or adjust the terms of the contracts should there be a substantial change caused by building remodeling, new building construction, budget restrictions, etc.
 - 2.2.1 Such adjustments must be made in the form of a written contract amendment signed by both the Contractor and Owners.
 - 2.2.2 Only Owners that are part of the specific contract will be required to execute a contract amendment.
- 2.3 The awarded contracts will not be assignable without written approval of the Owners in the form of a contract amendment.
- 2.4 Termination of Contract for convenience may be issued with a ninety (90) day written notice of termination by either party.

- 2.5 The Owners may terminate the contract for cause with a ten (10) day written notice if the Contractor:
 - 2.5.1 Refuses or fails to supply enough properly skilled workers or proper equipment to satisfactorily provide window cleaning services as requested.
 - 2.5.2 Fails to make payment to Suppliers or Subcontractors for materials and/or labor in accordance with the respective agreements between the Vendor and Subcontractors.
 - 2.5.3 Disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction over the Contract.
 - 2.5.4 If the Contractor or Subcontractor's employees commit a breach of facility security rules.
 - 2.5.5 Otherwise commits a substantial breach of any provision of the Contract Document.
 - 2.5.6 Vendor may have the opportunity to respond and cure the recognized deficiencies in a predetermined amount of time.
- 2.6 Vendors will enter into one contract with Southeast Community College and another contract with the City of Lincoln, Lancaster County and the City/County Public Building Commission.
 - 2.6.1 The Owners reserve the right to award all locations to a single Vendor or split the award as deemed to be in the best interest of the Owners.
 - 2.6.1.1 An attribute in the ebid system will allow the Vendors the opportunity to provide a discount to all Owners if awarded all locations.
 - 2.6.2 Vendors must indicate in the Attribute section of the ebid if their pricing is firm for the term of the original contract or subject to escalation.
- 2.7 Upon award Vendor must provide proof of insurance meeting the requirements listed in the Bid Attachment section of the ebid system.
 - 2.7.1 Each entity must be listed as Additional Insured in the Description of Services box on the Certificate of Accord.

3. CONTRACTOR'S QUALIFICATIONS/REQUIREMENTS

- 3.1 Bidding shall be limited to individuals, partnerships and corporations currently engaged in the field of high rise commercial building window washing.
- 3.2 Vendors shall demonstrate competence, experience and financial capability to carry out the terms of a contract based on these specifications.
- 3.3 All Vendors must have in their possession by means of ownership or available to them by formal agreement at the time of bidding, all equipment and supplies (window-cleaners' belts, boatswain's chairs, rope descent systems, ladders, supported scaffolds high reach poles, water feed poles and the support equipment used to suspend employees cleaning windows) which may be necessary and required to perform the services outlined in these specifications.
- 3.5 Vendor shall provide adequate protection to prevent any damage to the exterior and interior of the building during window washing operations.
- 3.6 Any use of window washing scaffolding must be maintained at Vendors expense.
 - 3.6.1 Vendor shall be responsible for insuring that all equipment is maintained and operated in accordance with manufacturer applicable standards.
- 3.7 Vendor shall require each of its employees and/or agents, while working in or about the premises, to exercise at all times due care for the protection of persons and property, and to observe the generally accepted standards of safety precautions and courtesy.

- 3.8 Vendor shall comply fully with all current applicable State, Federal and OSHA laws and regulations of any other regulating governmental authority, including but not limited to training, safety, employment, wages, taxes and licensing.
- 3.9 The Vendor shall be held liable for any damage they cause to Owner's property; both inside and outside while performing the required services.
- 3.10 The Vendor shall give a minimum of 5-days notice to the Building Maintenance Division Director or its Designee prior to performing window cleaning services.
- 3.11 Unless previously agreed upon by the Owners, all interior windows shall be cleaned during normal working hours, which is 8:00 A.M. to 4:30 P.M., Monday through Friday.
 - 3.11.1 The Owners will provide the successful Vendor with a schedule of holiday closings.
 - 3.11.2 The Vendor will coordinate interior window cleaning with Owners staff to minimize any disruption in work.
 - 3.11.3 Exterior windows may be cleaned outside of normal business hours unless access to the building is necessary for the work to be performed.
- 3.12 Some Owners buildings, or areas within a building may have restricted access.
 - 3.12.1 Examples of restricted buildings for the City, Lancaster County and PBC are the City/County Hall of Justice, 605 Building, New Correction Facility and Court House Plaza.
 - 3.12.1 Vendor will meet with Building Maintenance staff prior to performing services to determine how access can be given in restricted areas.
- 3.13 The Owners intend to include the buildings listed in the bid line items in the initial service agreement.
- 3.14 The Owners reserve the right to add or delete any building from the cleaning schedule.
 - 3.14.1 The cost to service additional buildings will be quoted as needed and added to the contract via a written amendment with the specific Owners.
- 3.15 All windows, sills, frames and metal will be cleaned and wiped down to reduce streaking on glass and/or frames using a cleaning solution approved by the Owners Building Maintenance Staff or Designee.
 - 3.15.1 Standard window cleaning shall include but not limited to, rinsing, cleaning, soap application, squeegee clean, and all edges wiped.
- 3.16 Windows shall be cleaned in an interval as shown on the Location Attachment in the Bid Attachment section of the ebid.
- 3.17 Vendor shall take all measures necessary to prevent cleaning solutions from contacting the facilities interior and exterior walls.
- 3.18 If the Vendor fails to provide adequate cleaning service in accordance with these specifications and according to the Owners Building Maintenance Staff, the windows shall be cleaned again at no additional cost to the Owners.
 - 3.18.1 Rework must be completed within seven (7) working days from the date of notification to do such work.
 - 3.18.2 Vendor will not be paid until rework is complete and Building Maintenance Staff has approved of the work done.

4. **SITE SPECIFIC GENERAL INFORMATION**

- 4.1 In addition to the locations and instructions provided in the Location Attachment, specific requirements for service are as follows:
- 4.2 The Bennett Martin Library at 136 So. 14th Street has an elevator shaft window which must be cleaned on the inside and outside.
 - 4.2.1 Vendors must ensure that courtyard plants and landscaping are not damaged during cleaning services.
- 4.3 Southeast Community College- Lincoln Campus: Windows shall be cleaned twice a year.
 - 4.3.1 Education Square located at 1111 "O" Street
 - 4.3.1.1 All outside windows
 - 4.3.1.1.1 Upper level only on the north, west and east side.
 - 4.3.1.2 Inside windows
 - 4.3.1.2.1 Glass windows on north side of elevators only.
 - 4.3.2 Continuing Education/Entrepreneurship Center located at 301 S. 68th St. Place.
 - 4.3.2.1 Outside windows - West Wing
 - 4.3.2.1.1 From the main entrance of the building west, the 2D wing all front and back windows.
 - 4.3.2.1.2 Outside windows on upper levels; only on the north side and west side, 2nd through 5th floors).
 - 4.3.2.2.1 West side wing or portion of the building that FACES east.
 - 4.3.2.3 The west and south sides would be 1st through 4th floor.
 - 4.3.2.4 Interior window cleaning would consist of 2nd floor lobby area only.
 - 4.3.3 Main Campus located at 8800 "O" Street
 - 4.3.3.1 All outside windows in the Student Services Area only.
 - 4.3.4 Pictures of the SCC buildings are attached in the Bid Attachment Section of the ebid.
- 4.4 Awarded Vendor must meet with the Building Maintenance Director or Designee to view all buildings and areas to be cleaned prior to performing any work under this contract.

5. **EVALUATION INFORMATION AND SUBMITTALS**

- 5.1 Vendor bids will be evaluated using the information submitted in the ebid to determine the lowest, responsible, responsive bidder/s.
- 5.2 References from current and past customers will be a consideration in the award of this contract.
- 5.3 Vendor must provide references from at least three (3) other accounts where window cleaning service is being provided on commercial high rise buildings.
 - 5.3.1 Vendors may list contracts that are no longer active if the reason for cancellation is provided with the reference information for that account.
 - 5.3.2 References must list the Contact name, phone number, address, email address, total yearly dollar value of account and number of years under contract with the account.
 - 5.3.3 Reference information will be typed on company letterhead and attached to the Response Attachment section of the ebid response.

6. **INVOICE AND PAYMENT REQUIREMENTS**

- 6.1 Invoices for payment shall include company name and address for remittance, locations of where service has been performed, dates of service, contracted price, and total amount due.
 - 6.1.1 Invoices must be sent to the building Owners within 30 days of receiving service.
- 6.2 Vendor must agree to bill each entity with a separate invoice based on the location, unless otherwise agreed upon by the Owners and Vendor.
- 6.3 Owners prefer to make payments using an Electronic Funds Transfer (Direct Deposit) to expedite the accounts payable process.
 - 6.3.1 An Attribute will be in the ebid which asks for your acceptance of this payment method.
- 6.4 All Owners accounts are tax exempt.
- 6.5 The Owners will not pay for any fees or charges that are not specifically agreed to in the contract.

* 31 1 PKG Southeast Community College Buildings
 No pricing is placed in this section - Complete Unit Pricing in the Line Items below! \$ _____

Manufacturer: Manufacturer #:

Supplier Notes: _____

Package Line Items: If responding to this package, all line items in the package are required

#	Qty	UOM	Description	Response
31.1	8	Services	Education Square - 1111 O Street SERVICE PROVIDED TWO TIMES PER YEAR Bid the Per Service Cost in the Unit Price Box	\$ _____

Item Notes: Outside Windows - Upper level only on the North, West and East side.
 Inside Windows - North side of elevators only.

Supplier Notes: _____

31.2	8	Services	Continuing Education/Entrepreneurship Center - 3101 So. 68th Street Place SERVICE PROVIDED TWO TIMES PER YEAR Bid the Per Service Cost in the Unit Price Box	\$ _____
------	---	----------	--	----------

Item Notes: Outside Windows - Main Entrance area with white/cream color finish, 2D wing front and back windows.
 Outside Windows - Upper levels - North side and West side - 2nd through 5th floors (Wing that faces East)
 Outside Windows - West and South sides - 1st through 4th floors.
 Inside Windows - 2nd floor lobby area only.
 Inside Windows - North side of elevators only.

Supplier Notes: _____

31.3	8	Services	Main Campus - 8800 O Street SERVICE PROVIDED TWO TIMES PER YEAR Bid the Per Service Cost in the Unit Price Box	\$ _____
------	---	----------	--	----------

Item Notes: Outside Windows - Student Services Area only.
 Inside Windows - None

Supplier Notes: _____

32 1 PKG County Adult Detention Facility
 No pricing is placed in this section - Complete Unit Pricing in the Line Items below! \$ _____

Manufacturer: Manufacturer #:

Supplier Notes: _____

Line #	Description	Mfgr	Mfgno	QTY	UOM	Fish Window Cleaning		G&M Window Service LLC	
						Total Price	\$122,902.00	Total Price	\$321,390.00
						Unit	Extended	Unit	Extended
1	K Street Complex, 440 South 8th Street, SER			4	Services	<u>\$87.00</u>	\$348.00	<u>\$135.00</u>	<u>\$540.00</u>
2	Community Mental Health, 2200 St. Mary's /			2	Services	\$1,598.00	\$3,196.00	<u>\$1,160.00</u>	\$2,320.00
3	Lancaster County Health, 3140 N St., SERVIC			2	Services	<u>\$1,660.00</u>	<u>\$3,320.00</u>	<u>\$1,120.00</u>	<u>\$2,240.00</u>
4	Lincoln Fire & Rescue Admin Offices, 1801 Q			16	Services	<u>\$117.00</u>	\$1,872.00	\$120.00	\$1,920.00
5	Lincoln Water Systems, 2021 N 27th St., SER			8	Services	<u>\$218.00</u>	<u>\$1,744.00</u>	<u>\$90.00</u>	<u>\$720.00</u>
6	Lincoln Police Substation, 4843 Huntington,			4	Services	\$174.00	\$696.00	<u>\$170.00</u>	\$680.00
7	Hall of Justice, 575 S. 10th St., SERVICE ONE			2	Services	<u>\$4,548.00</u>	<u>\$9,096.00</u>	<u>\$3,200.00</u>	<u>\$6,400.00</u>
8	City County Bldg., 555 S. 10th St., SERVICE O			2	Services	<u>\$2,109.00</u>	\$4,218.00	\$3,100.00	\$6,200.00
9	Court House Plaza Building, 633 South 10th,			2	Services	<u>\$366.00</u>	<u>\$732.00</u>	<u>\$245.00</u>	<u>\$490.00</u>
10	605 Building, 604 S. 10th St., SERVICE ONE TI			2	Services			<u>\$2,550.00</u>	\$5,100.00
11	Wastewater Facility, 2400 Theresa St., SERVI			48	Services	<u>\$86.00</u>	\$4,128.00	\$120.00	<u>\$5,760.00</u>
12	NE Operations Control Facility, 7000 N. 70th			48	Services	<u>\$18.00</u>	\$864.00	\$40.00	\$1,920.00
13	South Street Library, 2675 South St., SERVICI			8	Services	<u>\$165.00</u>	<u>\$1,320.00</u>	<u>\$102.00</u>	<u>\$816.00</u>
14	Bennett Martin Library, 136 S. 14th St., SERV			8	Services	<u>\$648.00</u>	\$5,184.00	\$695.00	\$5,560.00
15	Bethany Library, 1810 N. Cotner, SERVICE TV			8	Services	<u>\$128.00</u>	<u>\$1,024.00</u>	<u>\$72.00</u>	<u>\$576.00</u>
16	Gere Library, 2400 S. 56th St., SERVICE ONE			8	Services	\$1,058.00	\$8,464.00	<u>\$465.00</u>	\$3,720.00
17	Anderson Library, 3635 Touzalin, SERVICE TV			8	Services	<u>\$372.00</u>	<u>\$2,976.00</u>	<u>\$170.00</u>	<u>\$1,360.00</u>
18	Bess Dodson Walt Library, 6701 S. 14th St, SI			8	Services	\$1,445.00	\$11,560.00	<u>\$554.00</u>	\$4,432.00
19	Eiseley Library, 1530 Superior, SERVICE TWO			8	Services	<u>\$1,445.00</u>	<u>\$11,560.00</u>	<u>\$554.00</u>	<u>\$4,432.00</u>
20	University Square Parking Garage, 101 N. 14			8	Services			<u>\$455.00</u>	\$3,640.00
21	Center Park Garage, 1100 N St., SERVICE TW			8	Services			<u>\$1,251.00</u>	<u>\$10,008.00</u>
22	Carriage Park Garage, 1120 L St., SERVICE TI			8	Services			<u>\$2,402.00</u>	\$19,216.00
23	Cornhusker Square, 1220 L St., SERVICE TWC			8	Services			<u>\$100.00</u>	<u>\$800.00</u>
24	Que Place Garage, 1111 Q. St., SERVICE TWC			8	Services			<u>\$2,330.00</u>	\$18,640.00
25	Market Place Garage, 925 Q St., SERVICE TW			8	Services			<u>\$1,155.00</u>	<u>\$9,240.00</u>
26	Parking Office, 850 Q Street, SERVICE TWO T			8	Services			<u>\$25.00</u>	\$200.00
27	Haymarket Garage, 840 Q St., SERVICE TWO			8	Services			<u>\$335.00</u>	<u>\$2,680.00</u>
28	NE Team Station, 4843 Huntington, SERVICE			8	Services	\$174.00	\$1,392.00	<u>\$170.00</u>	\$1,360.00
29	Pinnacle Bank Arena, 400 Pinnacle Arena Dri			4	EA			<u>\$39,950.00</u>	<u>\$159,800.00</u>
30	County Youth Services Center, SERVICE TWO			8	Services	\$161.00	\$1,288.00	<u>\$160.00</u>	\$1,280.00
31	Southeast Community College Buildings No			1	PKG	<u>\$38,288.00</u>	<u>\$38,288.00</u>	<u>\$33,760.00</u>	<u>\$33,760.00</u>
31.1	Education Square - 1111 O Street SERVICE PI			8	Services	\$938.00		<u>\$900.00</u>	
31.2	Continuing Education/Entrepreneurship Cen			8	Services	<u>\$3,714.00</u>		<u>\$2,600.00</u>	
31.3	Main Campus - 8800 O Street SERVICE PROV			8	Services	<u>\$134.00</u>		\$720.00	
32	County Adult Detention Facility No pricing is			1	PKG	<u>\$9,632.00</u>	<u>\$9,632.00</u>	<u>\$5,580.00</u>	<u>\$5,580.00</u>

#	Name	Note	Response
1	Instructions to Bidders	I acknowledge reading and accepting the Instructions to Bidders. In addition to the City of Lincoln and Lancaster County listed as Owners in this document, Douglas County, Nebraska is also included as an Owner on this purchase.	_____ (Required)
2	Specifications	I acknowledge reading and understanding the specifications.	_____ (Required)
3	Contact	Name of person submitting this bid:	_____ (Required)
4	Delivery	State number of delivery days ARO. FOB to the City of Lincoln, Lancaster County and Douglas County at the locations specified with all transportation charges paid. Each entity will issue a separate order for the products being bid. Coordination of delivery to all 3 entities in order to reduce delivery cost may be accomplished by communicating with each department at time order is placed.	_____ (Required)
5	Electronic Signature	Please check here for your electronic signature.	_____ (Required)
6	Multi-Entity Order	I understand and accept that three different entities are requesting product from this bid, and that each entity will issue an order upon acceptance of bid. Each entity will be responsible for payment of their own order with no obligation for payment by the other entities listed. 	_____ (Required)
7	Bid Documents	I acknowledge and accept that it is my responsibility as a Bidder to promptly notify the Purchasing Department Staff prior to the close of the bid of any ambiguity, inconsistency or error which I may discover upon examination of the bid documents including, but not limited to the Specifications.	_____ (Required)
8	Bid award	I acknowledge and understand that the the entities listed on this quote reserve the right to award bids item-by-item, with or without alternates/options, by groups, or "lump sum" such as shall best serve the requirements and interests of each entity. Each entity also reserves the right to accept or reject all bids. If your pricing is based on an all-or-nothing basis, please indicate so in the Supplier Notes section of your E-Bid response.	_____ (Required)
9	Purchase Order and Delivery Contact	The City/County Purchasing Department issues Purchase Orders via email to a designated contact person of the awarded Vendor. This designee will be the primary contact with the department through the delivery of the product/services. Please list the name, email address and phone number of the person who will be the contact person for the PO to be awarded.	_____ (Required)
10	Tax Exempt Certification Forms	Materials being purchased in this bid are tax exempt and unit prices are reflected as such. A Purchasing Agent Appointment form and a Exempt Sales Certificate form shall be issued with contract documents. (Note: State Tax Law does not provide for sales tax exemption for proprietary functions for government, thereby excluding the purchases of pipes to be installed in water lines and purchase of water meters.)	_____ (Required)

11 Agreement to Addendum No. 1

Respondent hereby certifies that the change set forth in _____ (Required)
this addendum has been incorporated in their proposal and
is part of their bid. Reason: The final Line Item for
Douglas County has been changed in order to incorporate
the weight of the post at 2.5#.

Line Items

#	Qty	UOM	Description	Response
1	1	PKG	City of Lincoln P/W Traffic Engineering	\$ _____

Manufacturer: Manufacturer #:

Ship To: Public Works Traffic Engineering, 901 W Bond Street, Suite 125, Lincoln, NE 68521 USA

Bill To: Public Works Traffic Engineering, 901 W Bond Street, Suite 125, Lincoln, NE 68521 USA

Supplier Notes: _____

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
1.1	100	EA	Nine Foot (9') Dark Green Steel U-Channel Posts 2.5 lbs. per foot	\$ _____

Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes: _____

1.2	100	EA	Eleven Foot (11') Dark Green Steel U-Channel Posts 2 lbs. per foot	\$ _____
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Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes: _____

1.3	100	EA	Twelve Foot (12') Dark Green Steel U-Channel Posts 3 lbs. per foot	\$ _____
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Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes: _____

2	1	PKG	Lancaster County Engineer Shop	\$ _____
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Manufacturer: Manufacturer #:

Item Notes: Price must include delivery, FOB destination.

Ship To: Lancaster County Engineer, 444 Cherrycreek Road, Bldg. B, Lincoln, NE 68528 USA

Bill To: Lancaster County Engineer, 444 Cherrycreek Road, Bldg. B, Lincoln, NE 68528 USA

Supplier Notes: _____

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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2.1	300	EA	Twelve Foot (12') Green Steel U-Channel Posts for Roadway signs 2.5 lbs. per foot, holes drilled full length of post	\$ _____
-----	-----	----	--	----------

Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes:

2.2	300	EA	Six Foot (6') Green Steel Delineator Posts for address signs 1.12 lbs. per foot, holes drilled full length of post	\$ _____
-----	-----	----	--	----------

Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes:

2.3	50	EA	Sixteen Foot (16') - 4 x 4 Wood Sign Posts ACZA treated must meet State of NE specifications No holes drilled	\$ _____
-----	----	----	---	----------

Item Notes: Price must include delivery to location listed, FOB destination.

Supplier Notes:

3	1	PKG	Douglas County Engineering Department	\$ _____
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Manufacturer: Manufacturer #:

Ship To: Douglas County Engineer, 15505 W Maple, Omaha, NE 68116 USA

Bill To: Douglas County Engineer, 15505 W Maple , Omaha , NE 68116 USA

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
---	-----	-----	-------------	----------

3.1	300	EA	Five Foot (5') 3# U-Posts	\$ _____
-----	-----	----	---------------------------	----------

Item Notes: Posts must be:

Galvanized

Tapered

Full length punching 1" on center

Clean and Straight

Price must include delivery to location listed for Douglas County, FOB Destination.

Supplier Notes:

3.2 200 EA Nine Foot (9') 2.5# U-Posts \$ _____

Item Notes: Posts must be:

Galvanized

Tapered

Full length punching 1" on center

Clean and Straight

Price must include delivery to location listed for Douglas County, FOB Destination.

Supplier
Notes:

3.3 100 EA Ten Foot (10') 2.5# U-Posts \$ _____

Item Notes: Posts must be:

Galvanized

Tapered

Full length punching 1" on center

Clean and Straight

Price must include delivery to location listed for Douglas County, FOB Destination.

Supplier
Notes:

Annual Compilation of Supplies

Co. Engineer Commodities

Department	Item	Qty
Engineering	Steel Products-Log Chains	
Engineering	Steel Products-Re-Bar	
Engineering	Steel Products-Sq. and Rd Steel Tubes	
Engineering	Steel Products-Tie Wires	
Engineering	Steel Products-Tire Chains for Graders	
Engineering	Tech. Equipment-Barricades Lights	30
Engineering	Tech. Equipment-Barricades, type 2 & 3, linear	
Engineering	Tech. Equipment-RTA Support	
Engineering	Tech. Equipment-Tire cutting/pressing machine	
Engineering	Tech. Equipment-Traffic Cones	40
Engineering	Tech. Equipment-Traffic Vests	81
Engineering	Lumber-Guards	
Engineering	Lumber-Lathe	
Engineering	Lumber-Misc	
Engineering	Lumber-Snow Fence	396 Rolls
Engineering	Lumber-Stakes	
Engineering	Sign Posts-12' steel posts	300
Engineering	Sign Posts-16' 4x4 posts	50
Engineering	Sign Posts6' Steel posts	300
Engineering	Sign Posts-T-posts	300
Engineering	Signs-Blanks	
Engineering	Signs-Faces	
Engineering	Signs-Flagging, Stickers, Tape, Sheeting	
Engineering	Signs-Rolled Film	
Engineering	Grader Blades-Motor Grader Blades	1250 Grader Blades, \$55.69 each
Engineering	Grader Blades-Truck Blades	pickups and dump trucks
Engineering	Safety Equipment	Misc
Engineering	Building Maintenance-Floor Mats	

Services

Engineering	Building Maintenance-Garbage	
Engineering	Building Maintenance-Janitorial Service	
Engineering	Building Maintenance-Roca Garbage	

Engineering	Building Maintenance-Sprague Garbage	
Engineering	Building Maintenance-Waverly Garbage	
Engineering	Building Repairs-Bennet Floor drain to Village	
Engineering	Building Repairs-Concrete under awning	
Engineering	Building Repairs-Emerald drain to Village	
Engineering	Building Repairs-Firth and 40th Elec	
Engineering	Building Repairs-Firth Garbage Tote	
Engineering	Building Repairs-Install E-shut off	
Engineering	Building Repairs-Install E-shut off at Emerald	
Engineering	Building Repairs-Install E-shut off's at Dent	
Engineering	Building Repairs-Install E-Shut off's at Fir	
Engineering	Building Repairs-Kramer & Hallam Elec.	
Engineering	Building Repairs-Misc	
Engineering	Building Repairs-Overhead door maintenance	
Engineering	Building Repairs-Overhead door maintenance	
Engineering	Building Repairs-Overhead door maintenance	
Engineering	Building Repairs-Overhead door maintenance	
Engineering	Building Repairs-Overhead door maintenance	
Engineering	Building Repairs-Paint for Davey	
Engineering	Building Repairs-Paint for Raymond	
Engineering	Building Repairs-Pallet Shelving in Sign Shop	
Engineering	Building Repairs-Remove Rust	
Engineering	Building Repairs-Repair Electricl	
Engineering	Building Repairs-Repair Waverly door trim	
Engineering	Building Repairs-Spill Pallets & Waste oil tank	
Engineering	Building Repairs-Spill Pallets & Waste oil tank	
Engineering	Building Repairs-Spill Pallets & Waste oil tank	
Engineering	Building Repairs-Spill Pallets & Waste oil tank	
Engineering	Building Repairs-Tuck Pointing	
Engineering	Building Repairs-Tuck Pointing	
Engineering	Building Repairs-tuck Pointing	
Engineering	Building Repairs-Walton Tuck Point	
Engineering	Building Repairs-Walton, paint building	
Engineering	Building Repairs-Walton, Replace Tree	
Engineering	Building Repairs-Wash Bay at Raymond	
Engineering	Building Repairs-Wash Bay at Roca	
Engineering	Building Repairs-Wash Bay at Sprague	



Home	Residents	Tourism	Business	Towns & Cities	City of Lincoln	MyInterLinc	Keyword/Search <input type="text" value="contracts"/>	
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Online Services

- Online Payments
- Public Records
- Forms & Permits
- Maps / GIS Services
- Updated Reports
- Web 2.0

Quick Links

- Government
- Employment
- Education
- Health
- Public Safety
- Court System
- Need Help?
- Contact Us / About Us
- Local, State, National

Featured Sites

- Property Taxes & Payment
- Mental Health Transition
- Discount Prescription Card
- Lancaster Lookout
- LPlan 2040
- County Road Closings
- City Street Closings
- More Featured Sites. . .

County Agencies

- Aging Partners *
- Board of Commissioners
- Budget & Fiscal
- Building & Safety *
- Clerk of the District Court
- Community Corrections
- Cooperative Extension
- County Assessor / Reg. of Deeds
- County Attorney
- County Clerk
- County Court
- County Corrections, Jail
- County Engineer
- County Sheriff
- County Treasurer
- District Court
- Election Commissioner
- Emergency Management
- General Assistance
- Health *
- Human Resources *
- Human Rights Commission *
- Human Services
- Information Services *
- Jury Commissioner
- Juvenile Court
- Lincoln City Libraries *
- Mental Health Crisis Center
- Planning *
- Prop. Mgmt. /Public Bldg. Comm.
- Purchasing *
- Public Defender
- Records and Info Management
- Risk Management
- Veterans Service Center
- Weed Control Authority
- Youth Services Center

* Joint City/County Agency

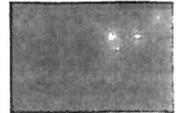
Weather Forecast

33° F Fog/Mist

5 City TV & 10 Health



Traffic Cameras



Meetings for Dec. 11, 2014

Commission on Human Rights

Lancaster County News

- Voter Registration Deadline
- Mail-in Voter Registration Deadline
- More Voter Registration Sites
- More Lancaster County News Releases

City of Lincoln News

- Preschool Offered at Pioneers Park Nature Center
- MCIF and LCIV Elect Officers at Annual Meeting
- Anti-Icing Effort Prepares for Potential Freezing Rain
- Fundraiser to Benefit F Street Community

Citizen Action Center

City of Lincoln Service Request

IntraLinc

County-City Employees Internal Website

Translate Page

SHARE





City of Lincoln/
Lancaster County
Purchasing

**Commodity, Service and Unit Price
Contracts**

To view Contract Document, open contract listing below, click on vendor name. Specifications can be viewed at [Lincoln Bidding](#)

Commodity Contracts	Service Contracts	Unit Price Contracts	StarTran Contracts *	Federal Grant Contracts **
-------------------------------------	-----------------------------------	--------------------------------------	--------------------------------------	--

* No other Government entity or Department may order from these contracts.

** These contracts are only available for the Department listed due to Federal Grant Requirements.

View contract listing by Vendor in Excel format below. (Unit Price contracts are listed under Service).

- [Annual Commodity Contracts listed by Vendor- 12/01/14](#)
- [Annual Services Contracts listed by Vendor - 12/01/14](#)

- [Annual Commodity Contracts listed by Commodity - 12/01/14](#)
- [Annual Services Contracts listed by Service - 12/01/14](#)

-
- [Emergency Contact List for Service and Commodities - 2013](#)

-
- [Purchasing](#)



City of Lincoln/
Lancaster County
Purchasing

Commodity Contracts

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

COMMODITY CONTRACT	SPECIFICATION NUMBER	CONTRACTOR INFORMATION (in pdf format)	CONTRACTOR REP./ PHONE NUMBER	CURRENT CONTRACT TERM
A				
Absorbent, Floor Dry (Diatomaceous Earth)	Quote 4258	<u>Sapp Bros Petroleum</u> (922k)	Charles A. Swerczek (402)466-5522	12/11/13-12/10/14
Aggregate, Clean Material Hauling & Supplying	Quote 4755	<u>Gana Trucking & Excavating</u> (237k)	Tyson Vogt (402)794-5000	03/10/14-03/09/15
Aggregate, Red Ball Diamond Hauling & Supplying	<u>Quote 3243</u>	<u>Westover Rock & Sand</u> (443k)	Vern Westover (402)267-7765	02/02/11-02/01/15
Ammunition	12-170	<u>GT Distributors, Inc.</u> (1,264k)	Isaac Hertzler 800-252-8310	09/25/14-09/24/15
Ammunition	12-170	<u>Precision Delta Corp.</u> (1,658k)	Patricia Lott 662-756-2810	09/25/14-09/24/15
Ammunition	12-170	<u>Targets Online</u> (1,179k)	Joe Worthing 877-505-4079	09/25/14-09/24/15
Ammunition	12-170	<u>UltraMax Ammunition</u> (1,230k)	Lana Braunstein 800-345-5852	09/25/14-09/24/15
Ammunition - .223 Rifle	Quote 4363	<u>Simmons Gun Specialties</u> City (565kb) County (532kb)	Gregg Johnson (406)592-3939	02/22/14-02/21/15
Ammunition - Hornady Critical Duty	State of NE 13694 OC	<u>Sunset Law Enforcement</u> (2,576k)	Lauri Bright 641-847-2464	08/22/14-08/21/15
Ammunition - Hornady TAP & Training	State of NE 13715 OC	<u>Sunset Law Enforcement</u> (2,364k)	Lauri Bright 641-847-2464	08/22/14-08/21/15
Anhydrous Ammonia, Liquid	10-242	<u>DPC Industries, Inc.</u> (1,008k)	Ron Rech (402)293-1185	04/13/14-04/12/15
Antifreeze	<u>11-017</u>	<u>Lincoln Truck Center</u> (667k)	Floyd Bowles (402)646-2444	04/11/11-04/10/15
Antifreeze	<u>11-017</u>	<u>Sapp Bros Petroleum, Inc.</u> (1,159k)	Charles Swerczek (402)466-5522	04/11/11-04/10/15
Asphalt, Cold Mix	14-169	<u>Pavers Inc.</u> (621k)	Mike Tidball (402)786-5900	08/18/14-08/17/15
Asphalt Joint Sealant		<u>Maxwell Products,</u>	Dave McIntosh	07/23/14-

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LANCASTER COUNTY
CLERK

CONTRACT DOCUMENTS

CITY OF LINCOLN/LANCASTER COUNTY
NEBRASKA

ANNUAL REQUIREMENTS
FOR
Ammunition
Bid No. 12-170

Items
15, 16, 22, 23 & 27

Ultramax Ammunition
2112 Elk Vale Road
Rapid City, SD 57701
800-345-5852

CITY OF LINCOLN/LANCASTER COUNTY, NEBRASKA
 CONTRACT AGREEMENT

THIS CONTRACT, made and entered into this _____ day of _____ 2012, by and between Ultramax Ammunition, 2112 Elk Vale Road, Rapid City, SD 57701, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, and the County of Lancaster, Nebraska, a political subdivision of the State of Nebraska, hereinafter called the "Owners".

WHEREAS, the Owner has caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing Annual Supply of Ammunition, Bid No. 12-170 and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the Owners, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the Owners, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, excluding items for the sums set forth in Line Items # 1-14, 17-21 and 24-26 of the Contractor's Proposal/Response, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the Owners have agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute and complete all Work included in and covered by the Owners' award of this Contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's Proposal, or part thereof, as follows:

Agreement to Lines Items No. 15, 16, 22, 23 and 27 of Contractor's Proposal.

2. The Owners agree to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the Owners:

Owners will pay for products/service, according to the Line Item pricing as listed in Contractors Proposal/Supplier Response, excluding items for the sum set forth in Line Items # 1-14, 17-21 and 24-26 of the Contractor's Proposal/Response, a copy thereof being attached to and made a part of this Contract. Owners shall order on an as needed basis for the duration of the contract.

3. Equal Employment Opportunity. In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
 - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
 - 5.2) Termination for Cause. The Owners may terminate the Contract for cause if the Contractor:
 - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide services and/or commodities.
 - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
 - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the Owners will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the Owners and employees of the Owners shall not be deemed to be employees of the Contractor. The Contractor and the Owners shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the Owners' employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Owner Inclusion. It is understood and agreed by all parties that "Owner/s" shall include the City of Lincoln and Lancaster County, Nebraska. Whenever in the Contract documents, including the instructions to bidders, specifications, insurance requirements, bonds, and terms and conditions or any other documents which are a part of the Contract, a singular entity is referenced (i.e., "the City" or "the County") it shall mean the "Owners" encompassing the City of Lincoln, and Lancaster County.
8. Contract Term. This Contract shall be effective upon execution by all parties. The term of the Contract shall be a one (1) year term with the option to renew for three (3) additional one (1) year terms.

9. The Contract Documents comprise the Contract, and consist of the following:
 1. Contract Agreement
 2. Accepted Proposal/Response
 3. Special Provisions
 4. Instructions to Bidders
 5. Sales Tax Exemption Form 13

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the Owners hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Sharon R. Mulder Asst Purchasing Agent	Address	Purchasing 440 S. 8th St. Lincoln, NE 68508	Address
Email	smulder@lincoln.ne.gov	Contact	Sharon R. Mulder Asst Purchasing Agent	Contact
Phone	(402) 441-7410			
Fax	(402) 441-6513			
Bid Number	12-170	Department	Purchasing	Department
Title	Annual Supply of Ammunition	Building		Building
Bid Type	Bid		Suite 200	
Issue Date	06/08/2012	Floor/Room		Floor/Room
Close Date	6/22/2012 12:00:00 PM CST	Telephone	(402) 441-7428	Telephone
Need by Date		Fax	(402) 441-6513	Fax
		Email	smulder@lincoln.ne.gov	Email

Supplier Information

Company ULTRAMAX AMMUNITION
 Address 2112 Elk Vale Road

 Rapid City, SD 57701

 Contact
 Department
 Building
 Floor/Room
 Telephone 800 (345) 5852 107
 Fax 605 (342) 8727
 Email ultramax@amerion.com
 Submitted 6/14/2012 6:14:01 PM CST
 Total \$93,627.00

Signature _____

Supplier Notes

Bidding alternates

Bid Notes

Bid Activities

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Instructions to Bidders	I acknowledge reading and understanding the Instructions to Bidders.	Yes
2	Sample Contract	I acknowledge reading and understanding the sample contract.	Yes
3	Contact	Name of person submitting this bid:	Lana Braunstein
4	Renewal is an Option	Contract Extension Renewal is an option.	Yes
5	Special Provision Term Contract Provisions	I acknowledge reading and understanding the Special Provision Term Contract Provisions.	Yes
6	Quantities	I acknowledge that the quantities listed for each line item are an estimated yearly amount. The City does not guarantee any dollar amount or order quantities for the term of the contract.	Y
7	Delivery	State number of delivery days ARO. FOB to the City/County at the location specified with all transportation charges paid.	120 days
8	Bid award	I acknowledge and understand that the City, County and/or Public Building Commission reserves the right to award bids item-by-item, with or without alternates/options, by groups, or "lump sum" such as shall best serve the requirements and interests of the City, County and/or Public Building Commission. If your pricing is based on an all-or-nothing basis, please indicate so in the Supplier Notes section of your E-Bid response.	Yes
9	Electronic Signature	Please check here for your electronic signature.	Yes

Line Items

#	Qty	UOM	Description	Response
1	1,000	EA	Cardboard UTC Front Targets, 8-1/2" x 11" and 4" x 6" for thoracic cavity	No Bid
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes:				
2	500	EA	Cardboard UTC 3D Targets	No Bid
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes:				
3	1,000	EA	Cardboard Targets Multiple Threats	No Bid
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes:				
4	10	M	9MM Marksmanship Team Practice Ammo, Hornady XTP JHP (Practice)	No Bid
Manufacturer: Precision Delta Manufacturer #: D124JHP 9MM 124 Grain Hornady XTP JHP				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes:				
5	4	M	9MM Marksmanship Team LPD, 9mm 124 Grain Jacket Hollow Point, Hornady Bullet XTP JHP NEW	No Bid
Manufacturer: Precision Delta Manufacturer #: P9124JHP				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes:				
6	15	M	9MM PRACTICE, Remington Brand MC 124 grain, FMJ	\$170.00
Manufacturer: Remington Manufacturer #: MC 124 grain, FMJ				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Bidding Speer Lawman, 53651				

7 6 M 9MM DUTY - LPD, Remington Golden Sabre bonded, 124 grain +p, GS9MMD. \$299.00

Manufacturer: Remington Manufacturer #: GS9MMD

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Speer GDHP, 53617

8 5 M .45 DUTY - SHERIFF, Speer Gold Dot 230 grain. \$345.00

Manufacturer: Speer Manufacturer #: Gold Dot 230 grain

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Speer Gold Dot, 53966

9 110 M .45 ACP CALIBER PRACTICE-LPD, Remington Brand MC 230 Grain \$229.00

Manufacturer: Remington Manufacturer #: MC 230 Grain, FMJ

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Speer Lawman, 53653

10 12 M .45 ACP CALIBER DUTY - LPD, Remington Golden Sabre bonded, 230 grain, #GS45APB. \$345.00

Manufacturer: Remington Manufacturer #: GS45APB

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Speer Gold Dot Hollow Point, 53966

Alt 1 12 M Alt Spec: Bidding Speer Gold Dot, 53966 345.00

Alt Manufacturer: Speer Alt Manufacturer #: 53966

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding 53966, 1,000 rounds per case

11 45 M .40 CALIBER PRACTICE, Remington Brand, 180 grain, FMJ, Full Power \$219.00

Manufacturer: Remington Brand Manufacturer #: 180 grain, FMJ, Full Power

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Speer Lawman, 53652

12	8	M	.40 CALIBER DUTY, UMC (Remington) Golden Sabre bonded 180 grain.	\$309.00
Manufacturer: UMC (Remington) Manufacturer #: GS40SWB				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Bidding Speer Gold Dot Hollow Point, 53962				
13	3	M	SHOTGUN DUTY, Newly manufactured, HORNADY, TAP 12 gauge, 00 Buckshot, reduced recoil, 2 ammunition containing 8 pellets	\$376.00
Manufacturer: HORNADY Manufacturer #: Custom 8627				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Bidding Federal Tactical LE13300				
14	2	M	SWAT SHOTGUN RIFLED SLUGS - DUTY, Newly manufactured, full power 12 gauge one ounce rifled slug 2 3/4" shotgun ammunition. ONLY WINCHESTER OR REMINGTON WILL BE ACCEPTED.	\$436.00
Manufacturer: Winchester Western or Remington Manufacturer #: X12RS15 or SP12RS				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Bidding Federal, LE127RS				
15	3	M	12 GAUGE SHOTGUN AA TRAP LOADS, Winchester Western or equivalent.	\$220.00
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Bidding Federal TG127 or TG128				
16	40	M	.223 CALIBER RIFLE DUTY AMMO LPD Federal Tactical Bonded Newly manufactured full power.	\$745.00
Manufacturer: Federal Tactical Bonded Manufacturer #: 223T1				
Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.				
Supplier Notes: Federal Tactical LE223r1				

17	2	M	SWAT .308 CALIBER RIFLE AMMO / LPD Hornady, 308 (7.62 x 51 mm) caliber rifle ammunition	\$645.00
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Manufacturer: Hornady Manufacturer #: Product Code #80965, 168 grain A-MAX bullet.

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal GM308M

18	2	M	B-27 E TARGET, Official NRA Police Qualification and Combat Target, (23" x 35"). Must be on 200# cardboard	No Bid
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Manufacturer #: B-27 E

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes:

19	1	M	B-27C 12 1/2" X 18 1/2" REPAIR CENTER FOR NRA B-27E TARGET	No Bid
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Manufacturer #: B-27C

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes:

20	4	M	Q-CB BFI Center Mass Target for Action Target System Delux 90, Must be on 19" x 31" cardboard.	No Bid
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Manufacturer: BFI Manufacturer #: Q-CB

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes:

21	10	M	.223 CALIBER RIFLE DUTY AMMO - Sheriff, Newly manufactured, full power .223 REM (5.56 x 45 mm) caliber rifle ammunition containing a grain boattail hollow point bullet.	\$524.00
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Manufacturer: Hornady TAP Urban Manufacturer #: 83276

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Federal T223E

22	3	M	SHOTGUN REDUCED RECOIL LOADS, Sheriff, Newly Manufactured, 12 gauge 2-3/4 / Reduced Recoil Winchester, 8 Pellet, 00 Buckshot, Ranger, RA 12008	\$376.00
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Manufacturer: Winchester Manufacturer #: RA12008

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal Tactical LE13300

23	3	M	SHOTGUN REDUCED RECOIL LOADS - DUTY, Sheriff, Newly Manufactured, 12 gauge, 2-3/4" Reduced Recoil Winchester, 9 Pellet, 00 Buckshot, RA 1200.	\$376.00
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Manufacturer: Winchester Manufacturer #: RA 1200

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal Tactical LE13200

24	2	M	SHOTGUN REDUCED RECOIL SLUGS - SWAT, Sheriff, Newly Manufactured, 12 gauge, 2 3/4" Reduced Recoil Winchester, 1 ounce rifled slug.	\$436.00
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Manufacturer: Winchester Manufacturer #: RA 12R515

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal Tactical, LE127RS

25	1	M	.308 Caliber Rifle Duty Ammo Sheriff, Newly Manufactured, .308 Hornady Winchester, 168 grain. Tactical Applications for Police (TAP) Boat Tail Hollow Point (BTHP)	\$645.00
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Manufacturer: Winchester Manufacturer #: 308 Hornady, 168 grain TAP BTHP

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal GM308M

26	7	M	LPD Practice .233 55 grain. Munitions must be 55 grain, NO STEEL CASINGS, can be new or remanufactured. The Manufacturer & Make/Model MUST be included in the Vendor Notes.	\$264.00
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Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Bidding Federal AE223

27	1	M	Federal Tactical .308 WIN 165gr.	\$1,290.00
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Manufacturer: Federal Tactical Manufacturer #: LE308T1

Item Notes: Please attach the specifications of the Make and Model of the items you are bidding in the Response Attachment section of the bid.

Supplier Notes: Federal LE308T1

Response Total:	\$93,627.00
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Home Residents Tourism Business Towns & Cities City of Lincoln MyInterLinc

Online Services

- Online Payments
- Public Records
- Forms & Permits
- Maps / GIS Services
- Updated Reports
- Web 2.0

Quick Links

- Government
- Employment
- Education
- Health
- Public Safety
- Court System
- Need Help?
- Contact Us / About Us
- Local, State, National

Featured Sites

- Property Taxes & Payment
- Mental Health Transition
- Discount Prescription Card
- Lancaster Lookout
- LPlan 2040
- County Road Closings
- City Street Closings
- More Featured Sites...

County Agencies

- Aging Partners *
- Board of Commissioners
- Budget & Fiscal
- Building & Safety *
- Clerk of the District Court
- Community Corrections
- Cooperative Extension
- County Assessor / Reg. of Deeds
- County Attorney
- County Clerk
- County Court
- County Corrections, Jail
- County Engineer
- County Sheriff
- County Treasurer
- District Court
- Election Commissioner
- Emergency Management
- General Assistance
- Health *
- Human Resources *
- Human Rights Commission *
- Human Services
- Information Services *
- Jury Commissioner
- Juvenile Court
- Lincoln City Libraries *
- Mental Health Crisis Center
- Planning *
- Prop. Mgmt. /Public Bldg. Comm.
- Purchasing *
- Public Defender
- Records and Info Management
- Risk Management
- Veterans Service Center
- Weed Control Authority
- Youth Services Center

* Joint City/County Agency

Weather Forecast

33°F Fog/Mist

5 City TV & 10 Health



Traffic Cameras



Meetings for Dec. 11, 2014

Commission on Human Rights

Lancaster County News

- Voter Registration Deadline
- Mail-in Voter Registration Deadline
- More Voter Registration Sites
- More Lancaster County News Releases

City of Lincoln News

- Preschool Offered at Pioneers Park Nature Center
- MCIF and LCIV Elect Officers at Annual Meeting
- Anti-Icing Effort Prepares for Potential Freezing Rain
- Fundraiser to Benefit 'F' Street Community

Citizen Action Center

City of Lincoln Service Request

IntraLinc

County-City Employees Internal Website

Translate Page

SHARE





CITY OF
LINCOLN[™]
NEBRASKA



LANCASTER
COUNTY
NEBRASKA



LANCASTER EVENT CENTER

Welcome to Lincoln Bidding!

Need to register?

Supplier Registration

Lincoln Purchasing

Current Bid Opportunities

User Name:

Password:

Forgot your User Name/Password?

Lincoln Purchasing

Awarded Bid Information

Current Bid Opportunities

Closed Bid Opportunities

Version 7.3 [Production]

This system has the following Browser Requirements.

Your use of this website indicates your agreement with the Terms of Use.



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SPECIFICATION DOCUMENTS

Purchasing makes every effort to prepare detailed specifications which accurately define the products or services to be purchased. In some cases a brand name may be used to describe a particular product. When a brand name is used, it is for the purpose of establishing a grade or quality level of material. It is not our desire to prevent competition. Alternates may be offered and will be considered if the City/County determines them to be of equal value to the specified brand. It is the Vendor's responsibility when offering an alternate to provide supporting documentation and/or product literature outlining the features and benefits of the product offered.

INFORMAL BIDS OR QUOTES

This process does not require a specific number of days for solicitation. Normally, Quotes are posted on the E-Bid System for 1-10 days depending on the dollar amount and/or complexity of the product or service being requested.

FORMAL BIDS

This process is used for commodities or services with a value over \$25,000.00 (City) / \$20,000.00 (County) where a firm fixed price for the products or services described is required to award the bid. All Formal Bids are advertised for a minimum of 14 days (10 days in cases of emergencies). All Formal Bids are received via the E-Bid System at a date and time specified in the bid. Bids are then unsealed and available for public viewing on the log-in page of the E-Bid system under Closed Bid Opportunities.

SAMPLES AND LITERATURE

Vendor's should examine the specification documents carefully to ascertain if they are required to submit samples or descriptive literature with their offer. When samples or descriptive literature are required, it is understood, unless otherwise indicated in the specification, that they are offered without cost or obligation to the City/County. Samples will be held for evaluation until analysis and award recommendation is complete, after which time they may be picked up by the Vendor.

TO VIEW CLOSED BIDS

Click on Closed Bid Opportunities
Click on the Selected Bid Number
Click on the Bid Tabulation by Supplier

Bids will be awarded to the lowest responsible, responsive Bidder meeting the specification requirements.

REQUEST FOR PROPOSAL (RFP)

This process is designed to be a competitive negotiation platform for professional services, commodities or services that require more than a price to determine what is the best product or service for the City/County. This process allows the City/County the flexibility to negotiate with a select company/firm or selected companies/firms to arrive at a mutually agreeable relationship. Registered Vendors will receive notification of RFP's automatically via the E-Bid System for the commodities or services they have registered for. Most RFP's require a written and electronic response via the E-Bid System.

AWARD TO THE SUCCESSFUL FIRM

A checkmark in the electronic signature box of the E-Bid shall be considered an offer on the part of the Vendor. Such offer shall be deemed accepted upon issuance by the City/County of purchase orders, contract award notifications, or other contract documents appropriate to the work. The City/County reserves the right to accept or reject any or all offers; request rebids; to award item-by-item, by groups, or "lump sum"; to waive irregularities and technicalities; as shall best serve the requirements and interests of the City/County.

Thank you for your interest in doing business with City/County government. For additional information on specific purchasing requirements contact us at 402-441-7410, email purchasing@lincoln.ne.gov, or visit lincoln.ne.gov (keyword purchasing).

CITY OF
LINCOLN
NEBRASKA

PROCUREMENT GUIDE

City of Lincoln
&
Lancaster County



**Vince M. Mejer
Purchasing Agent**

"K" Street Complex, 440 S. 8th St.,
SW Wing, Suite 200, Lincoln, NE 68508
Phone 402-441-8314
FAX 402-441-6513

Email: vmejer@lincoln.ne.gov



PURCHASING POLICIES

The Purchasing Division is responsible for administering purchasing policies, programs, and procedures for the acquisition of materials, equipment, supplies, services and construction projects for City/County government. The following policies have been established as guidelines for these services:

1. All requests for prices or services and all purchases should be made via the Purchasing Division. This authority may be delegated to others if certain criteria exists in accordance with the City of Lincoln's Code, or the County Purchasing Act.
2. The Purchasing Division has the authority to investigate the quality, quantity, and type of materials purchased in order to best serve the interests of the City of Lincoln, Lancaster County and the taxpaying citizens.
3. The Purchasing Division shall not knowingly issue a purchase order or contract where there is evidence of a conflict of interest.
4. Acceptance of gifts, other than advertising novelties, is prohibited. No City/County Purchasing employee shall personally receive a benefit or profit from any purchase or contract made in conjunction with their position with the City or County.
5. The City/County shall purchase from suppliers who have adequate financial strength, high ethical standards and a record of adhering to specifications and providing the full measure of services requested.

Specifications for City/County bids, quotes and requests for proposals may be viewed at our office or on the Purchasing E-bid web site. Vendors are welcome to visit the Purchasing office to discuss their services and product lines.

City of Lincoln/Lancaster County Purchasing
"K" Street Complex, 440 S. 8th Street
SW Wing, Suite 200, Lincoln, NE 68508
Phone 402-441-7410 or 7416

Office hours are from 8:00 a.m. to 4:30 p.m. Monday - Friday.
(Please call in advance to ensure time is available). Vendors may also contact City/County departments which may be interested in your products or services.

ELECTRONIC BIDDING

The Purchasing Division utilizes an Electronic Bidding System (E-Bid). Through this process, Vendors receive immediate notification of bids via email which allows them to view, download or print the specs and plans and submit a bid online. Following the bid close, bid results may be accessed from any internet enabled device.

VENDOR REGISTRATION E-BID

All Vendors will be required to register as follows:
lincoln.ne.gov or lancaster.ne.gov

Type "bid" in "Search Box" / Click "Supplier Registration"

Enter Information as required.
It is quick, it is easy and it is secure!

Once registered, Vendors will receive two e-mail notifications, the first one acknowledges registration, the second, registration activation. Upon e-mail notification of registration activation, you may submit your electronic bid on the E-Bid system.

TO SUBMIT A BID ELECTRONICALLY

1. Enter the user name and password.
2. Click **on the bid** number.
3. Click on each tab to fill out the bid and submit.
4. Click "submit" when you have completed all areas of the bid.

E-BID SECURITY

The E-Bid System was designed to maintain the security of the solicitation process, including protecting the integrity of sealed bid responses. Key security features include, but are not limited to:

- All sealed bid data is stored in encrypted fields while the bid is still available for Supplier response.
- Each User is required to use a unique password that they select.
- Passwords are stored in an encrypted format using a one-way hash.
- Other security features are available for your protection.

PURCHASING METHODS

BID THRESHOLDS

City, Formal Bids – \$25,000 and Up
 County, Formal Bids – \$20,000 and Up
 City, Informal Bids – \$3,001 - \$25,000
 County, Informal Bids – \$3,001 - \$20,000
 City/County Dept. Gets Quotes – \$3,000 and Under

City/County Departments may make one-time purchases via their own staff for supplies or services which total an amount less than \$3,000.00 unless that commodity or service is already under contract. When the Department/Agency makes the purchase, they shall obtain and record at least three (3) quotations, either written or verbal. Typically, no purchase order is generated. Under no circumstances shall orders by Departments or Agencies be split into smaller orders to avoid a quote or bid being processed by the Purchasing Division.

Purchasing will obtain Informal Bids or Quotes using the E-Bid system for equipment, supply items or services with a single purchase value above the departmental limit, but less than \$25,000.00 (City) / \$20,000.00 (County). All registered Vendors will receive immediate electronic notification of Informal Bids or Quotes for their respective commodity or service via email.

City/County Departments and Agencies must adhere to the "Formal Sealed Bid" procedure when making a purchase or contract for \$25,000.00 (City) / \$20,000.00 (County) or more. This procedure includes public notice in a regional newspaper and requesting Formal Bids via the E-Bid System from qualified suppliers. Vendors registered under the corresponding commodity or service code used will receive immediate notification, via email, upon issuance of the bid.

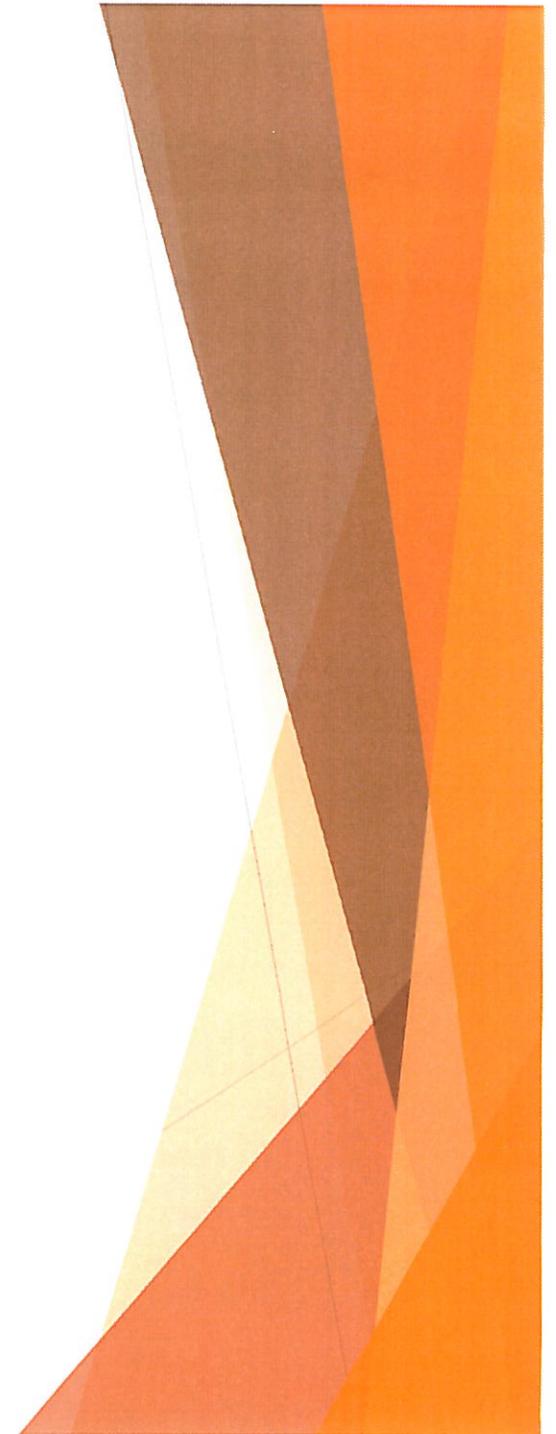


My Town, Lancaster County

July 9, 2015

What is *My Town, Lancaster County?*

- ▶ Award from Citizens' Institute on Rural Design
- ▶ Photo project
- ▶ Site visits
- ▶ Outreach to identify participants and set goals
- ▶ Workshop





My Town Workshop

March 19-21, 2015



Day 1

- ▶ Public Presentation by ULI's Ed McMahon
- ▶ Town Introductions



Day 2

- ▶ SOAR Session
- ▶ Learning Carousel
 - ▶ Comprehensive Plans and Zoning
 - ▶ Placemaking
 - ▶ Public Engagement
- ▶ Success Stories
- ▶ Collaboration
- ▶ Economic Development
- ▶ Public & Private Resources



Day 3

- ▶ Lighter, Quicker, Cheaper
- ▶ Leadership Development
- ▶ Community Priorities
- ▶ Open House





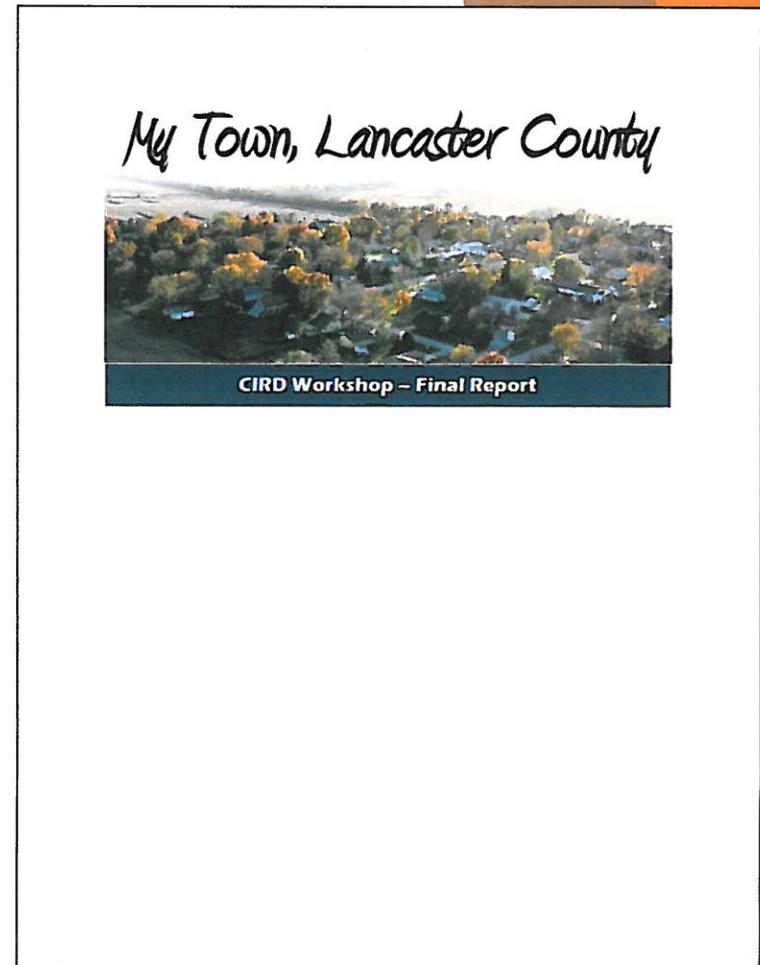
My Town Workshop - Final Report

www.lincoln.ne.gov, keyword "MyTown"



Report Sections

- ▶ Introduction
- ▶ Citizens' Institute on Rural Design
- ▶ Workshop Goals
- ▶ Workshop Agenda
- ▶ Public Outreach
- ▶ Workshop Summary
- ▶ Countywide Outcomes
- ▶ Town Outcomes
- ▶ Follow-Up Plans



Appendices

- ▶ CIRD Notebook
- ▶ Workshop Notes
- ▶ Participant List
- ▶ Links & Resources
- ▶ Workshop Presentations
- ▶ Maps
- ▶ Photos
- ▶ Participant Survey Results
- ▶ Budget
- ▶ Expenditures

My Town, Lancaster County





Follow-Up Meeting

June 5, 2015



Meeting Agenda

- ▶ My Town Reports
- ▶ Final Report
- ▶ Next Steps - Countywide Outcomes
- ▶ Today's Board Meeting
- ▶ Lancaster County Fair
- ▶ Lighter, Quicker, Cheaper Announcement

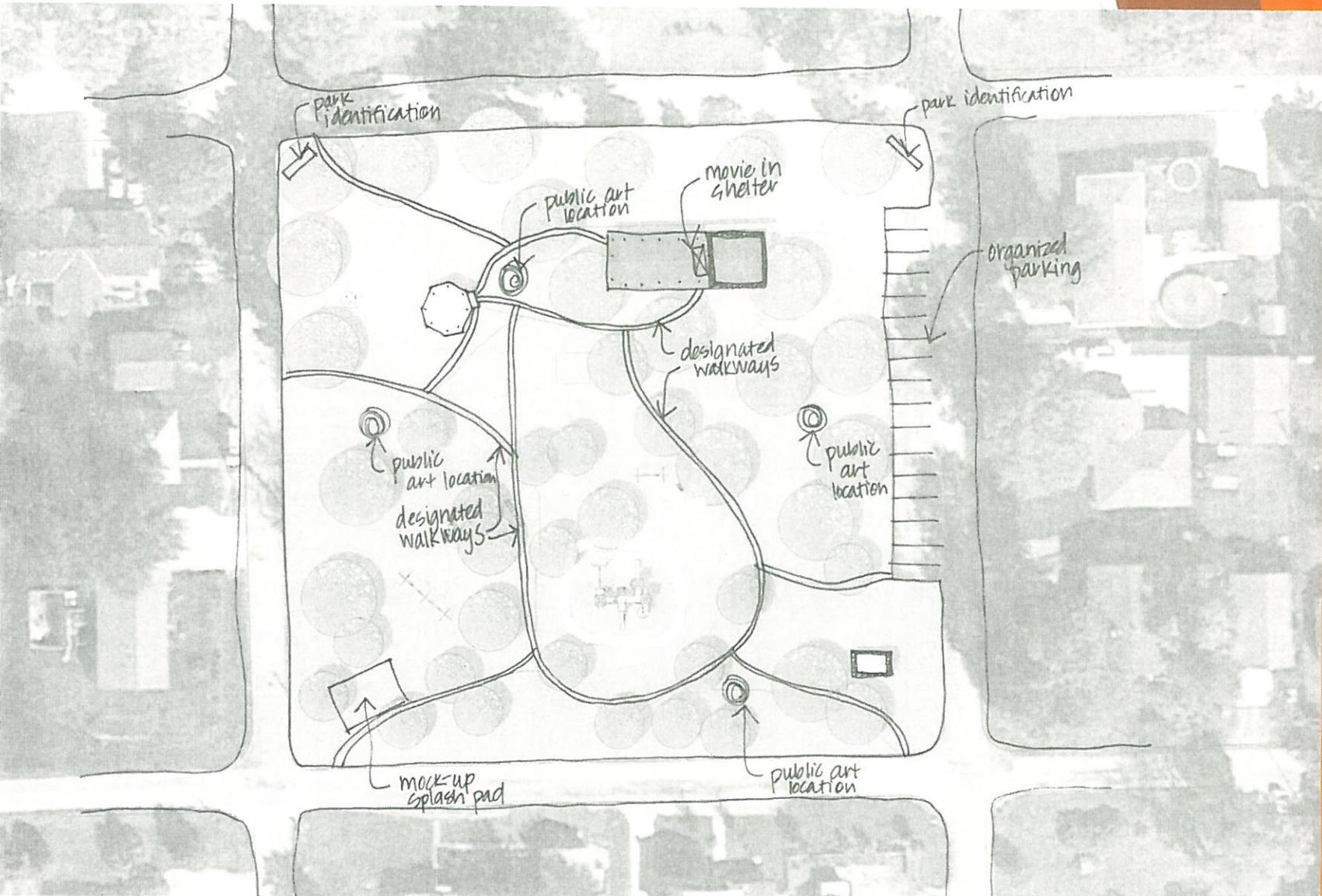




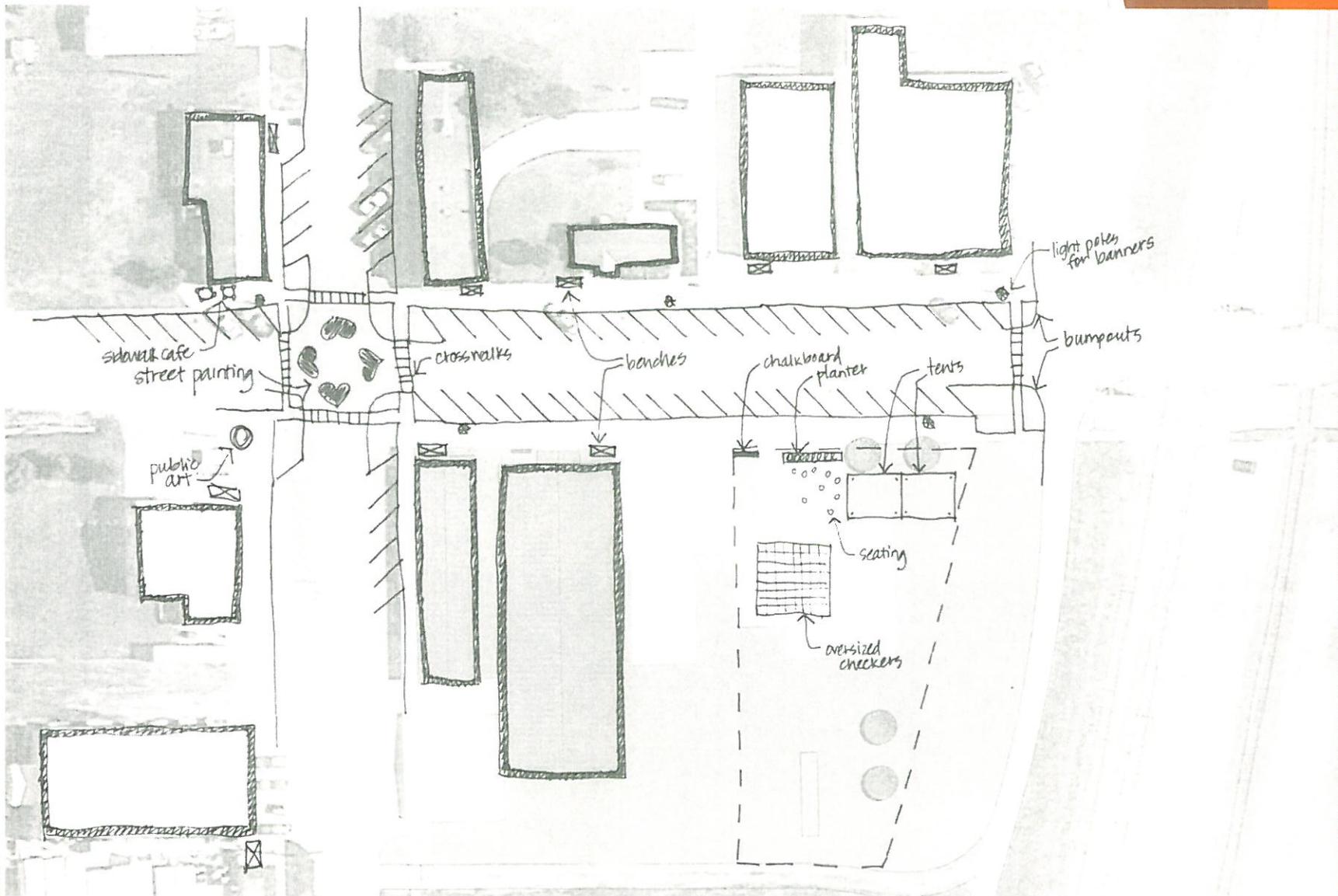
Lighter, Quicker, Cheaper

August 2015

LQC Bennet



LQC Hallam



Questions?



Workshop Summary

The workshop was held over the period of three consecutive days. Day one included a public presentation by Ed McMahon, Senior Fellow for Sustainable Development, of the Urban Land Institute. McMahon gave a very well-received presentation on the importance of design in all places and encouraged the rural towns of the county to find what makes their community special and capitalize on it. Workshop participants gathered for a meal afterwards and then spent some time introducing themselves and their towns, sharing stories of what makes them special and what they are currently doing in their towns.



Ed McMahon's Presentation

Day two began with small group work to help identify the Strengths, Opportunities, Aspirations and Results (SOAR) for each of the towns. Towns worked with facilitators and recorders to catalog ideas and build a list of items. The towns gathered together to share their SOAR results. Many were surprised to find they had a lot in common with one another.



Town Introductions

Several of the communities noted challenges with developing new leadership in the community. Some of them have difficulty recruiting people to run for councils or to serve on appointed boards. Some of them have a difficult time getting enough volunteers to share the workload on special projects and festivals. Trails were discussed by most of the towns. Many of them have begun to develop a trail network within their corporate limits and some have put thought into how they might connect to surrounding points, such as state recreation areas, schools, and other towns. Several towns were interested in developing a brand, signage to attract visitors, and developing marketing plans for their town. Several of them noted that they would like to have a more defined "center" of their community – a place people could point out to visitors and where everyone gathered, formally and informally.



SOAR Session



Comprehensive Plans



Public Engagement



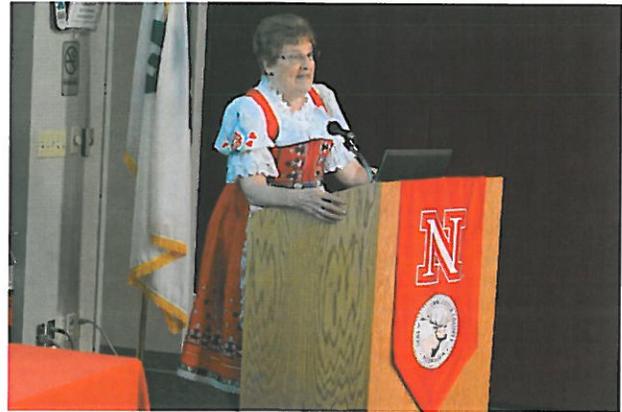
Placemaking

Following the SOAR activity, participants were broken into three groups and rotated through three different sessions. This allowed for smaller session size and increased participation in discussion. The sessions were presented by Resource Team members: Brandon Garrett, Lincoln and Lancaster County Planning Department, Comprehensive Plans and Zoning a presentation outlining the basics of comprehensive planning and how zoning and subdivision can be used as tools to accomplish plan goals; Milan Wall, Heartland Center for Leadership Development, Public Engagement discussed the need for public participation in community development and described several techniques; and Cynthia Nikitin, Project for Public Spaces, Placemaking and the Power of Ten which gave real examples of techniques for bringing life to public spaces. Each participant was able to attend each of the presentations.

These small sessions were followed by presentations from three different communities which were given while the participants ate lunch. Shirley Niemeyer shared the story of Ashland and the Entrepreneurial Community Activation Process (ECAP) that city has been involved with. This process involved a high degree of community participation in development of community development goals for Ashland's future. Doug Friedli shared a little about Nebraska City and how that town has used its history as a community development asset and built a network of museums, art galleries, and other attractions that bring many visitors to Nebraska City each year. Doris Ourecky of Wilber shared her involvement with the Nebraska Czechs of Wilber and the annual Czech Festival. Doris encouraged other towns to find their niche, what makes them special, and then use that to create a unique identity.

After Lunch, David Nelson of Project for Public spaces spent some time discussing the opportunity for these small towns to work together to make one another stronger. Each town has assets that are different from those surrounding them. David encouraged towns to form partnerships and use their assets to complement one another, forming a wider network of opportunity.

The afternoon presentations included a panel on economic development in small communities and one on public and private resources. The economic development panel included a presentation by Don Macke of the Rural Futures Institute who demonstrated, using Firth as an example, the opportunity for economic development that already exists in these towns. He also shared some stories from around the country of towns that have experienced positive growth over the past several years. Don Macke was followed by Mike Feeken and Greg Ptacek of St. Paul and O'Neil, Nebraska, respectively. These two small communities have experienced growth in their economic base due partly to use of local sales tax, but also through the concentrated efforts of the towns to create a positive economic atmosphere to attract residents and businesses. The Public and Private Resources discussion included a presentation from the US Department of Agriculture on a wide range of programs and resources that are available to rural communities and individuals. David Taladay from the Southeast Nebraska Development District shared the mission and services of that group as well as a discussion on various services provided by the Nebraska Department of Economic Development. Finally, Greta Leach of the Nebraska Community Foundation gave an inspiring presentation reminding each town that they are rich and thriving communities and that there are resources already in these communities to move forward with whatever projects they identified.



Doris Ourecky of Wilber



Don Macke's Presentation



David Taladay from SENDD



Work Session



Work Session



Open House

The third day was held at beautiful Spring Creek Prairie Audubon Center, and Nebraska Audubon facility on an 800+ acre prairie in southwestern Lancaster County. Participants shared breakfast and then were given two additional presentations. Cynthia Nikitin of Project for Public Spaces provided information and inspiring photographs of the Lighter, Quicker, Cheaper program promoted by PPS. Milan Wall of the Heartland Institute for Leadership Development discussed how to identify and develop new leaders in the community and the importance recruiting promising individuals. Participants then spent the remainder of the day developing Community Priorities. The results of these discussions, along with the results of the SOAR sessions from Day 2, are in the individual chapters of this report. Participants shared their results with one another, and invited the public to join the discussion, in an hour long poster presentation at the end of the day. When the workshop ended, spirits were high, and everyone was ready to get to work!

THE PUBLIC RURAL TRANSIT ADVANTAGE!

- **Access** to medical, dental, or other health care provider options.
- **Affordable** travel between Lincoln and rural areas of Lancaster County.
- **Convenient** – leave the driving, traffic and parking to us.
- **Connection** with family and friends and provides opportunity to make new friends along the way.
- **Drivers** who are safe, courteous, competent and equipped to support riders with varying needs and abilities.
- **Expand** your experiences – plan an excursion to explore local attractions, a new restaurant, specialty shops, entertainment venues, a fitness center, or take advantage of other great in-county resources.
- **Flexible** scheduling. You can start your trip and return home the same day. If visiting friends or family, conducting business, or other opportunities arise and you wish to stay – just schedule your return trip during a later weekday of your choice.



SERVICE STATEMENT AND MISSION

Lancaster County Public Rural Transit is a scheduled route, door-to-door system. Transportation is provided for the general public, including but not limited to seniors and persons with disabilities.

Lancaster County Public Rural Transit connects riders from Lincoln to rural destinations and those from rural communities and residences into Lincoln.

Please note: *One leg of your trip must include a stop outside Lincoln city limits (pick-up point or destination).*



Accessible, lift-equipped buses are clean, comfortable and provide room for you and your packages.

Program funding is provided through FTA 5311 grant funds, administered by The Nebraska Department of Roads to Aging Partners. The required local match is provided through the Lancaster County Board of Commissioners and rider fares.

SCHEDULE A RIDE:

Schedule a trip by calling the Transit Dispatch Office at **402-441-7031**

Monday - Friday, 8:00 a.m. - 4:30 p.m.

A minimum of one business day advance notice is required, but does not guarantee a ride. You may schedule trips up to one month in advance.

- All trips are scheduled in the order they are received and accepted until vehicle capacity or driver availability is reached.
- Vehicles operate Monday – Friday, 7:30 a.m. - 5:30 p.m.
- Pick-ups are scheduled early to mid-morning (shortest/most direct route). Times vary with the number and pick-up locations of riders.
- Reaching a destination in Lincoln before 10:30 a.m. cannot be promised due to changing routes and rider volume. *Schedule appointments accordingly.*
- Transfers are available in Lincoln upon request when making your reservation.
- Return trips are made mid-afternoon. Times are negotiated with that day's riders.

Please note: Trips requested on short notice are accommodated when possible.

NON-DISCRIMINATION POLICY:

- The Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability in the provision of transportation services.
- An appeals/grievance policy is available if you feel you have been unfairly denied access to transportation services.

LANCASTER COUNTY PUBLIC RURAL TRANSIT 402-441-7031

Providing transportation for
Lancaster County
plus the bordering communities of
Adams, Ceresco, Cortland, Eagle
and Greenwood.



Transit Fares:

Normal Operating Hours:

- One-way Fare \$2.00
- Round Trip..... \$4.00
- Additional Stop..... \$2.00
- 10-Punch Rider Card ... \$20.00

Outside Normal Operating Hours:

- One-way Fare \$5.00
- Round Trip..... \$10.00
- Additional Stop..... \$5.00

Each rider will be charged an additional boarding fare of \$5.00 for a trip exceeding 100 miles or six hours in duration.

A five-rider minimum is required for all trips scheduled outside normal operating hours.



Lancaster County Public Rural Transit complies with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

(42 U.S.C. Section 2000d)

APPEAL PROCESS

If a passenger is in disagreement with any penalty resulting from the enforcement of the policies, or if an individual feels that they have been discriminated against, a Grievance Form may be completed and submitted to:



Executive Director
Aging Partners/Area Agency on Aging
1005 "O" Street
Lincoln, NE 68508-3628



LANCASTER COUNTY PUBLIC RURAL TRANSIT 402-441-7031



SEND D

Southeast Nebraska Development District

MAIN OFFICE

2631 "O" Street, Lincoln, NE 68510

Phone: 402-475-2560

Fax: 402-475-2794

www.sendd.org

HUMBOLDT OFFICE

727 4th Street

PO Box 308

Humboldt, NE 68376

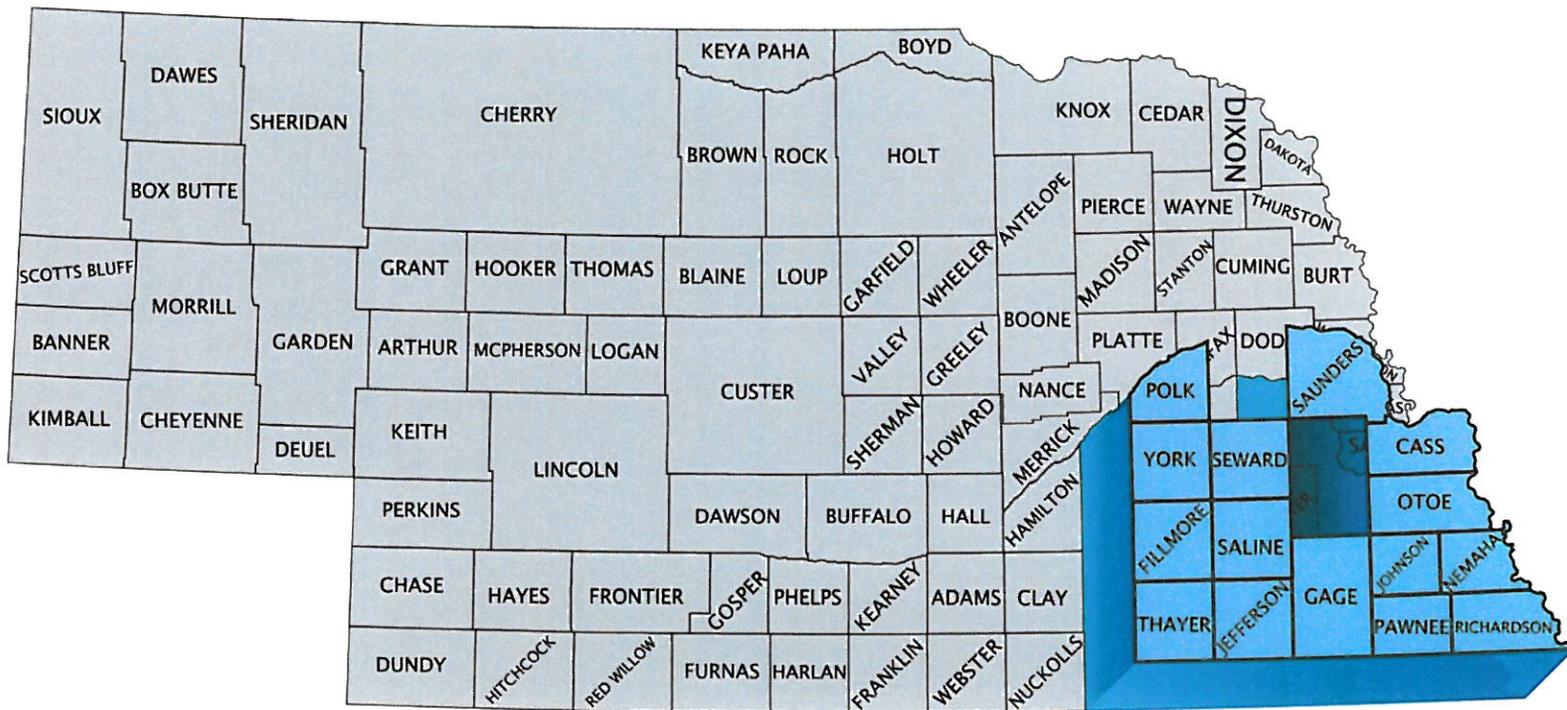
Phone: 402-862-2201

WESTERN FIELD OFFICE

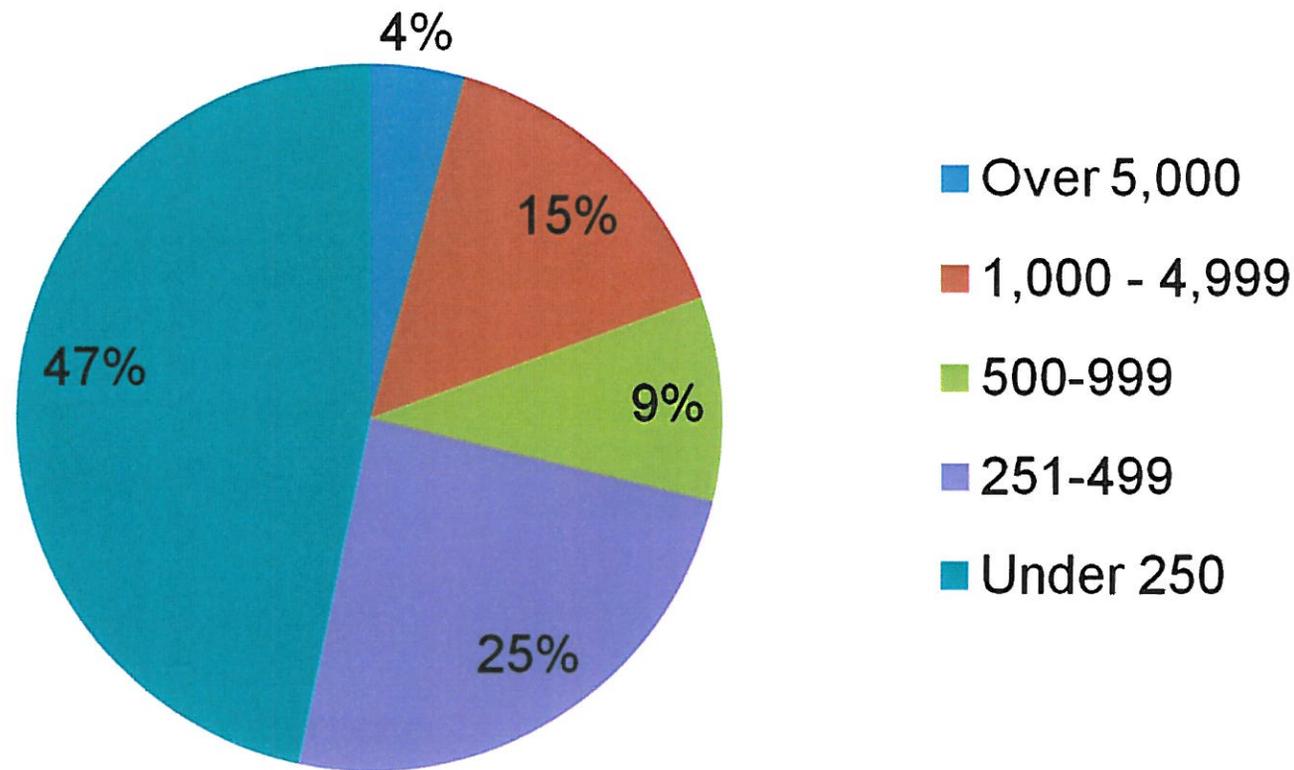
Bradshaw, NE

Phone: 402-736-4417

Member Counties



Community Populations in SENDD District 139 Municipalities



SEND D Affiliates

- **Southeast Nebraska Affordable Housing Council, Inc.**
 - Serves the counties of Seward, Saunders, Cass, Otoe, Nemaha, Johnson, Richardson and Pawnee
 - Works to provide affordable housing solutions in the seven county area, including:
 - Down Payment Assistance
 - Purchase/Rehab/Resale
 - New Construction
- **Southeast Nebraska Development, Inc.**
 - 501(c)(3) Non-Profit Corporation
 - Formed to address community and economic development opportunities in Southeast Nebraska
 - Covers all fifteen SEND D counties
 - Designated as a Non-Profit Development Organization (NDO) by the Nebraska Department of Economic Development

Community Planning

- **Community needs surveys and identification**
- **Income surveys**
- **Grants for planning activities**
 - *Over the past four years SENDD has assisted 19 communities/counties in obtaining planning grant funds totaling over \$388,000*



Community needs assessment meeting in Plattsburgh
January 2014

Public Infrastructure & Facilities

- **Assist in obtaining funds for local public works projects**
 - Economic Development Administration
 - Nebraska Department of Economic Development
 - USDA-Rural Development
 - Nebraska Department of Environmental Quality
- **Examples of programs**
 - Downtown Revitalization
 - Hazard Mitigation
 - Public Works
 - Recreational Trails
 - Civic & Community Center Financing Fund
 - Land Water Conservation Fund
 - Comprehensive Revitalization Program
 - Peter Kiewitt Foundation



Falls City DTR

Over the past four years SENDD has assisted with 20 projects totaling over \$3.65 million

Affordable Housing

- **Assist in planning for affordable housing projects**
 - Conduct community needs assessment surveys
 - Planning grants to conduct housing market studies
- **Assist in obtaining funding for affordable housing projects**
 - Owner Occupied Rehabilitation Programs (OOR)
 - Homeownership Programs (HOP)

Over the past four years SENDD has assisted with a total of 35 affordable housing projects totaling over \$8.85 million dollars.



Other Programs

- **Nuisance Abatement/Code Enforcement**
 - SENDD is currently under contract with four SENDD communities providing nuisance abatement services
- **Energy Efficient & Conservation Block Grants**
 - SENDD assisted four counties and six communities during the last round of funding under this program
- **Community Development Assistance Act**
 - Tax credits obtained for two communities in the past year
- **Litter Reduction and Recycling Grant Program**
 - SENDD has assisted communities/counties with this application in previous years
- **Leadership Community Certification**
 - SENDD assisting two communities at this time with a leadership community application

Business Development

- **Revolving Loan Funds**

- Intermediary Relending Program (IRP-RLF)
- Rural Business Enterprise Grant (RBEG-RLF)
- Rural Microentrepreneur Assistance Program (RMAP-RLF)

Over the past few years SENDD has made 34 loans totaling \$2,345,953 through these programs. This represents 16.9% of the total project costs (\$13,916,593). The remaining project costs consist of private financing 52.1% (\$7,254,306), public financing 13.5% (\$1,872,585), and owner's equity 17.5% (\$2,443,749). These loans assisted in the creation of 212 jobs and retention of 90 jobs.



The Southeast Nebraska Development District (SEND) is an equal opportunity provider and employer

Business Development

- **Technical Assistance Activities**

- Business plan assistance
- Financial packaging
 - Knowledge of many local, county, state and federal funding programs
- Business valuations
- Business consultation

Over the past seven years SENDD has provided varying levels of technical assistance to over 420 new and existing small businesses.



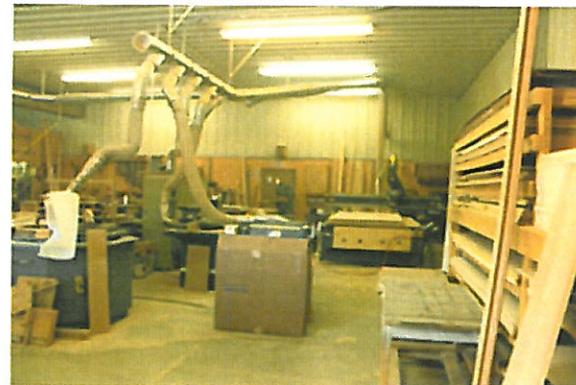
The Southeast Nebraska Development District (SEND) is an equal opportunity provider, and employer

Business Development

- **Administration of Regional and Local Loan Funds**
 - LB840 – two communities in the SENDD District
 - CDBG EDLF Reuse – twelve communities/counties in the SENDD District
 - USDA-RD REDLG – one community in the SENDD District

Over the past four years SENDD has assisted with processing 19 projects totaling \$1,631,000. These projects were paired with \$6,857,984 of funds from local lenders, other sources and pledged equity. A total of 217 jobs were created or retained as part of this activity.

*The Southeast Nebraska Development District (SENDD)
is an equal opportunity provider and employer*



SEND D

Southeast Nebraska Development District

Questions??

David R. Taladay

Executive Director

Office: 402-475-2560

E-Mail: dtaladay@sendd.org

Craig Eberle

Business Loan Officer – Assistant Director

Office: 402-475-2560 / 402-736-4417

E-Mail: ceberle@sendd.org

www.sendd.org

SEND D

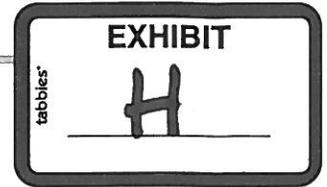
Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
dtaladay@sendd.org

HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201

senddhumboldt@windstream.net



MEMBERSHIP AND SERVICES

IN THE

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

EXPLANATION OF SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT'S GENERAL and FULL MEMBERSHIP DUES PROGRAM

GENERAL MEMBERSHIP SERVICES

General Municipal Membership includes any municipality which is not a dues paying member itself but is located within a County which is paying membership dues.

Services available to a General Member will include, but not necessarily limited to, the following:

- ✓ Receiving the District's newsletter
- ✓ Receiving special notices regarding the availability of programs of interest to political subdivisions
- ✓ Limited staff visits to discuss requirements of participation in specific programs

FULL MEMBERSHIP SERVICES

Full Municipal Membership includes any municipality located within a dues paying County which is also paying the membership dues assessment established by the SENDD Board of Directors. Examples of services available to a Full Member include, but are not necessarily limited to, the following:

- ✓ Receiving the District's newsletter
- ✓ Receive special notices regarding the availability of programs of interest to political subdivisions
- ✓ Unlimited visits to discuss requirements of participation in specific programs
- ✓ Assistance, normally at no cost, with the preparation of grant and loan applications
- ✓ Special studies associated with grant and loan applications
- ✓ Census data and special reports normally maintained by SENDD
- ✓ Labor/Workforce data normally maintained by SENDD
- ✓ Staff consultation on specific employment generating projects

MEMBERSHIP SURCHARGES

To be entitled to Full Membership services, dues assessments need to be paid by October 31 of each Fiscal Year or be assessed a surcharge for services requested of, and provided by, SENDD.

To be entitled to Full Membership services with no surcharge, a Municipality needs to have been a dues paying member for the three years prior to the year in which the services are requested and must have paid its current year's assessment prior to October 31 in the year in which the services were requested.

Providing there has been an interruption in Full Membership status, the following special assessment schedule will apply:

1. If membership dues were not paid during any of the three prior years, services would be provided only if the requesting municipality agrees to pay the current year's membership dues plus a special surcharge equaling 75 percent of **ACTUAL** costs incurred in the provision of the requested service(s).
2. If membership dues were paid in one of the prior three years, services will be provided only if the requesting municipality agrees to pay the current year's membership dues plus a surcharge equaling 50 percent of **ACTUAL** costs incurred in the provision of the requested service(s).

3. If membership dues were paid two of the prior three years, services will be provided only if the requesting municipality agrees to pay the current year's membership dues plus a special surcharge equaling 25 percent of **ACTUAL** costs incurred in the provision of the requested service(s).

EXAMPLES OF SENDD SERVICES AND PROGRAMS

As SENDD staff includes persons with varied professional backgrounds, experience and education, the organization is capable of providing assistance in a number of areas. Examples of areas of experience would include, but not necessarily be limited to, the following:

GRANT/LOAN APPLICATION DEVELOPMENT AND ADMINISTRATION

- United States Department of Agriculture, Rural Development; multi-family new housing construction, public facilities grants/loans, industrial development, business loans
- Nebraska Department of Economic Development: owner-occupied housing rehabilitation, public facilities, industrial development, job training, tourism, new housing construction, first-time homeowner down payment assistance, purchase/rehab/resale housing program
- Nebraska Department of Environmental Quality; recycling/waste disposal grant programs
- Nebraska Department of Roads; applications under the Transportation Enhancement Program, etc.
- Economic Development Administration; public works grants associated with job generation
- Nebraska Game and Parks Commission -- parks and recreation grants

***NOTE:** Since 1980, SENDD has written 870 successful grant and loan applications for 102 different entities for the purpose of accomplishing over \$416.1 million in projects. Total grant/loan awards received for those projects equaled nearly \$104.4 million. These successful applications have leveraged approximately \$311.2 million in funding from other sources.*

FOUNDATION PROPOSALS

The organization maintains information on foundations which includes typical grant sizes, frequency of proposal cycles and areas of funding preference. Staff has assisted member municipalities in the development of successful funding proposals for various public facilities including parks, recreation, hiking/biking/jogging trails, community and senior citizen centers.

EXPANSION OF EMPLOYMENT OPPORTUNITIES

Examples of some of the sources of employment enhancing programs utilized in accomplishing projects would include, but not be limited to, the following:

CDBG-ED AND TDI--SENDD has assisted 22 political subdivisions package 50 different successful grant applications for projects under the Community Development Block Grant program, Economic Development and Tourism Development Initiative categories. As a result, approximately \$13.6 million in grant funds were awarded which leveraged over \$208.3 million in financing from other sources for total project costs of over \$221.9 million. Of the total CDBG awards, approximately \$4.1 million was for infrastructure projects to support business development. In a majority of the awards and subsequent to their receipt, the grantee political subdivisions entered into loan agreements with small business concerns which claimed creation or retention of 1,321 employment positions.

Local RLFs--In many instances where grant awards have been received from the Nebraska Community Development Block Grant program, Economic Development category, for small business projects, grantee political subdivisions are allowed to recapture all, or a portion of, principal and interest payments made by the small business concerns who are the ultimate loan recipients. The principal and interest payments are then used by the grantees to establish Revolving Loan Funds to finance future business development efforts. Nine member political subdivisions having such program income have established individual or multi-political subdivision RLFs and have entered into special services contracts with SENDD for the purpose of administering their RLFs. A total of 51 small business concerns have been awarded over \$3.8 million in loans from these revolving loan funds. An additional \$17.4 million has been leveraged from other sources for these projects, resulting in total project development costs of over \$21.2 million, and contributing to the creation/retention of 317 employment positions.

SEND D DIRECT LENDING PROGRAMS--SEND D operates two direct lending programs from revolving loan funds which have been capitalized with program income and grants and loans from the USDA Rural Business Enterprise Grant Program and USDA Intermediary Relending Program. A total of 21 small business concerns located in 12 different political subdivisions have been financed from these two RLF's. Loans totaled over \$1.4 million and leveraged \$639,813 from other sources for total project costs nearly \$2.0 million. The lending's resulted in 69 claimed job retentions or newly created positions.

SBA Loan Programs--SEND D has participated in the packaging of 30 small business loans for entities located within 11 member jurisdictions. These loans totaled \$8.5 million. An additional \$17.0 million was injected by the small business concerns with the resultant creation/retention of 432 employment positions and total project investments exceeding \$25.5 million.

EDA Financing Programs--The District has been successful in accessing project funding to support its economic development efforts from the U.S. Department of Commerce, Economic Development Administration. The six funded projects, located in nine communities, received grants of over \$4.1 million matched with over \$3.3 million from other sources to accomplish nearly \$6.9 million in public works projects and resulting in the creation/retention of 1,305 employment positions.

SUMMARY: *Since 1980, SEND D has prepared 203 successful grant and loan applications for over \$34.0 million to assist small business concerns with expansion or location projects within 34 member political subdivisions. These small business development projects leveraged additional investments of nearly \$253.5 million, bringing total development costs to approximately \$287.5 million. These small business lending activities have contributed to the creation/retention of 3,711 employment positions.*

FINANCING FOR SINGLE AND MULTI-FAMILY HOUSING

SEND D has provided grant/loan application development and construction management services within 73 different political subdivisions on 322 separate housing rehabilitation, down payment assistance and/or new construction projects. This activity has resulted in the planned rehabilitation and/or construction of 1,724 single and multi-family, residential units and the actual accomplishment of 1,273. The total value of these projects is nearly \$71.3 million. Responsibilities of the organization included working with the grantee political subdivision or developer in developing their housing plan; preparation of the grant/loan application; interviewing clients to determine eligibility for participation; construction write-ups; development of construction bid packets; selection of contractors; construction inspection; etc.

PUBLIC WORKS, PLANNING AND FEASIBILITY STUDIES GRANT/LOAN APPLICATIONS

Since 1980, SENDD has provided grant/loan application development assistance on a total of 395 successful public works projects resulting in grant/loan awards to 91 different entities. Grants and loans associated with the projects equaled nearly \$51.3 million with total investments exceeding \$140.9 million.

SPECIAL STUDIES AND PLANS

SENDD staff has experience in additional areas including the following:

- Housing Needs Plans
- Housing Conditions Studies
- Household Income Studies
- Community Needs Assessment Surveys
- Workforce Availability Studies
- Project Specific Environmental Reviews

**SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
FY2015-2016 MEMBERSHIP DUES REQUEST LANCASTER COUNTY**

(Draft- without Lincoln)

(A)	(B)	(C)	(D)	(E)	(F)	(G)
	2010	2015-2016	0-800	800-4,999	5,000 UP	2015-2016
	POP.	MEM. DUES	MAX \$425	MAX \$2,125	MAX	DUES
		@ \$0.85	MIN \$275	MIN \$1,575	\$4,500	REQUEST
Lancaster Co.	18,148					12,363
Bennet	570	485	425			425
Davey	153	130	275			275
Denton	189	161	275			275
Firth	564	479	425			425
Hallam	283	241	275			275
Hickman	1,084	921		1,575		1,575
Malcolm	413	351	351			351
Panama	279	237	275			275
Raymond	209	178	275			275
Roca	220	187	275			275
Sprague	146	124	275			275
Waverly	2,448	2,081		2,081		2,081
MUNI TOTAL	6,558	5,574	3,126	3,656	0	6,782
CO. TOTAL	18,148					12,363
TOTAL	24,706					19,145