



# Memo

**To:** City Commission  
**From:** Toby Dougherty, City Manager  
**Date:** February 3, 2025  
**Re:** February 6, 2025, Work Session

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Please find the attached agenda and supporting documentation for the February 6, 2025, Work Session.

## Water Reclamation Filter Media Replacement – Award of Bid

Please refer to the attached memorandum from Jeff Crispin, Director of Water Resources, regarding the tertiary media replacement at the Water Reclamation facility. This is a budgeted purchase as the media in the tertiary filter has reached the end of its useful life. City staff is recommending a sole source purchase as there is only one manufacturer that makes media for this specific filter. The quote is well within the budgeted amount.





## **CITY COMMISSION WORK SESSION**

**City Hall, 1507 Main Street, Hays, KS  
Thursday, February 6, 2025 – 4:00 P.M.**

### **AGENDA**

1. **January 16, 2025 Work Session Notes (PAGE 1)**  
Department Head Responsible: Kim Rupp, Director of Finance
2. **Water Reclamation Filter Media Replacement – Award of Bid (PAGE 7)**  
Department Head Responsible: Jeff Crispin, Director of Water Resources
3. **Other Items for Discussion**
4. **Executive Session (if required)**
5. **Adjournment**

**ANY PERSON WITH A DISABILITY NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT THE CITY MANAGER'S OFFICE 48 HOURS PRIOR TO THE SCHEDULED MEETING TIME. EVERY ATTEMPT WILL BE MADE TO ACCOMMODATE ANY REQUESTS FOR ASSISTANCE.**



City of Hays  
City Commission  
Work Session Notes  
Thursday, January 16, 2025 – 4:00 p.m.

Present: Sandy Jacobs, Mason Ruder, Alaina Cunningham, Reese Barrick, Shaun Musil, Toby Dougherty, Kim Rupp, and Don F. Hoffman

**December 19, 2024 Work Session Notes**

There were no corrections or additions to the minutes of the work session held on December 19, 2024; the minutes stand approved as presented.

**32<sup>nd</sup>/33<sup>rd</sup> Street Reconstruction – Award of Bid**

Jesse Rohr, Director of Public Works, stated that 32<sup>nd</sup>/33<sup>rd</sup> Street from Willow to Vine needs repairs. This section of roadway is listed in the Capital Improvement Program (CIP) of the 2025 budget for reconstruction. This section of street is a minor urban arterial road and carries approximately 3,500 vehicles per day. The total project length is approximately 2,500 LF. The existing pavement is comprised of all concrete.

Driggs Design Group was awarded the bid to design the project last year, and for the past several months, the City of Hays has been working with Driggs Design Group on the formulation of the reconstruction plans for 32<sup>nd</sup>/33<sup>rd</sup> Street from Willow to Vine. The project includes removing and replacing all the concrete pavement, various areas of curb & gutter, select areas of sidewalk and curb ramps to meet ADA requirements, intersections, and some alley entrances. The north intersection of Skyline and 33<sup>rd</sup> Street will be widened, which will entail lengthening the box culvert under 33<sup>rd</sup> Street adjacent to that intersection.

The project went out for bid in November 2024, and bids were opened on December 3<sup>rd</sup>. The low bid was under budget and from Vogts-Parga Construction, LLC from Moundridge, KS. Vogts-Parga has performed work in Hays in the past, with the most recent street project being in 2018 for the

reconstruction of 43<sup>rd</sup> and 45<sup>th</sup> streets North of I-70 and West of Vine. Staff was satisfied with this contractor in the past and looks forward to working with them on this project.

At the January 23, 2025 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with Vogts-Parga Construction, LLC in the amount of \$1,554,275.70 for construction services related to the reconstruction of 32<sup>nd</sup>/33<sup>rd</sup> Street from Willow to Vine to be funded from Commission Capital Reserves.

Commissioners were concerned about where the traffic on 33<sup>rd</sup> Street would go during the construction.

Mr. Rohr stated that this section of town is set up as a grid and vehicles going to 33<sup>rd</sup> Street are able to get out by another Street.

#### **32<sup>nd</sup>/33<sup>rd</sup> Street Reconstruction – Construction Engineering Services Agreement**

Jesse Rohr, Director of Public Works, stated that the 2025 budget included funding for a project to reconstruct 32<sup>nd</sup>/33<sup>rd</sup> Street from Willow to Vine. For the past several months, the City of Hays has been working with Driggs Design Group on the design and engineering work for the reconstruction project. Driggs Design Group has prepared a contract for construction engineering services to include daily project inspection, testing of soils, subgrade and concrete, shop drawing review and approval, and developing pay applications. The contract is in the amount of \$52,320.

At the January 23, 2025 Commission meeting, Commissioners will be asked to approve the Construction Engineering Services Agreement with Driggs Design Group in the amount of \$52,320 for the reconstruction of 32<sup>nd</sup>/33<sup>rd</sup> St. to be funded from the City Commission Capital Reserve Fund.

#### **Annexation of Property Located at 800A Commerce Parkway (BEREXCO, LLC)**

Jesse Rohr, Director of Public Works, stated that the property owner, BEREXCO, LLC, has submitted a signed consent to annex 800A Commerce Parkway under K.S.A. 12-520(a)(7) and desires to annex to allow for connection to City utilities.

The City Manager approved a lot split for this property in November of 2024. The front 5.177-acre lot, which is proposed to be annexed, will have a 20 ft. access easement on the north property line for access to the rear 12.636-acre lot. Currently, BEREXCO, LLC owns both of the lots, and they plan to retain both lots for the foreseeable future.

The land is contiguous with the present City limits. Approval of the annexation will allow the property owner to receive full benefits of City services, including utilities and fire/police protection.

At the January 23, 2025 Commission meeting, Commissioners will be asked to approve an Ordinance annexing the property located at 800A Commerce Parkway, as legally described within the adopting ordinance.

**Tallgrass 4<sup>th</sup> Addition – Rezoning from Agriculture District (A-L) and Residential General (R-G) to Residential Multi-Family (R-M)**

Jesse Rohr, Director of Public Works, stated that an application has been submitted to request a change in zoning from Agriculture District (A-L) and Residential General (R-G) to Residential Multi-Family (R-M). This area is slated for the fourth phase of Heart of America Development Corporation's workforce housing project. A portion of the property is already zoned Residential Multi-Family and will remain as such. Residential Multi-Family is being requested for this stage of development due to it providing more housing type options for the developer.

The purpose of the Residential Multi-Family District is to provide for the development of residential neighborhoods with auto-urban character. These areas are required to utilize an urban level of services and are generally comprised of higher density residential uses such as apartments. The developer will extend streets, water, and sanitary sewer for the development.

54 homes have been completed in the first and second phases of this development since 2021. 12 homes in the third phase will be completed in the next 12 months. Rezoning this fourth phase to multi-family allows more flexibility regarding density, setbacks, and types of housing. However, single-family homes, which are still an allowable use within the R-M zoning, with smaller lots, will be the main focus for this phase.

The Comprehensive Plan identifies this area as MDR (Medium Density Residential). Any type of residential use will have a compatible rating of 5 out of 5 adjacent to any other residential uses, making this logical for development.

At the January 23, 2025 Commission meeting, Commissioners will be asked to adopt an ordinance approving the rezoning request from Agriculture District (A-L) & Residential General (R-G) to Residential Multi-Family (R-M) for Tallgrass 4th Addition, as legally described within the adopting ordinance.

Commissioner Barrick questioned, if multi-family zoning can have standard residential housing with standard lot sizes, then why do you have two different zones. He wondered if it was for excluding multi-family housing in the certain zone.

City Manager, Toby Dougherty, stated that yes, other states and cities have done away with single-family zoning districts. This allows for more flexibility within the zone.

Mr. Rohr stated that we do not have a zoning district that only allows single-family zoning.

#### **Tallgrass 4<sup>th</sup> Addition – Final Plat**

Jesse Rohr, Director of Public Works, stated that an application has been submitted for the final plat of the Tallgrass 4<sup>th</sup> Addition. This area is the fourth phase of Heart of America Development Corporation's workforce housing project. The proposed plat includes 101 lots in total. The final plat meets the requirements of the current subdivision regulations regarding lot size, setbacks, and specific utility requirements. Staff, as well as the Hays Area Planning

Commission, recommend approving the Tallgrass 4<sup>th</sup> Addition final plat as submitted.

At the January 23, 2025 Commission meeting, Commissioners will be asked to approve a Resolution accepting the Tallgrass 4<sup>th</sup> Addition final plat as submitted.

### **Tallgrass 4<sup>th</sup> Addition – Engineering Services Agreement**

Jesse Rohr, Director of Public Works, stated that the developer (Grow Hays/Heart of America Development Corporation) of Tallgrass 4<sup>th</sup> Addition is moving forward with development plans for street, storm sewer, water, and sanitary sewer improvements to an area containing 101 lots in the Tallgrass 4<sup>th</sup> Addition. Sloan Engineering and Consulting has prepared a contract for engineering services to include civil engineering design, contractor bid solicitation, bid review, and final contractor recommendation. The contract is for a lump-sum amount of \$249,850. The construction of the streets will be completed along with the associated utilities (water, sanitary sewer, and storm sewer) as specified by the City of Hays Development Policy Infrastructure Guidelines for New Development. The current timeline has construction starting fall of 2025.

At the January 23, 2025 Commission meeting, Commissioners will be asked to approve the Engineering Services Agreement with Sloan Engineering and Consulting for the lump-sum amount of \$249,850 for the infrastructure design of Tallgrass 4<sup>th</sup> Addition to be paid by a 30% pre-construction agreement deposit from Heart of America.

### **Other Items for Discussion**

Commissioner Ruder stated that Toby, Jarrod, & himself went to Washington DC for some meetings to talk about the R9 Ranch, and everyone they had spoken to talked very highly about how well prepared the City is in regards to the project.

The work session was adjourned at 4:43 p.m.

Submitted by: \_\_\_\_\_

Jami Breit –City Clerk



## City Commission Work Session

# Agenda Memo

**From:** Jeff Crispin, Director of Water Resources

**Work Session:** February 6, 2025

**Subject:** Water Reclamation Filter Media Replacement – Award of Bid

**Person(s) Responsible:** Jeff Crispin, Director of Water Resources

### Summary

The 2025 Budget includes \$70,000 to replace the Water Reclamation (Tertiary) Filter Media at the Water Reclamation and Reuse Facility. Staff obtained one quote from the manufacturer of the Filter System, an approved sole source vendor, in the amount of \$48,087.90. The cost will be funded from the Projects line in the Operating Budget.

### Background

During the 2017-2019 Water Reclamation and Reuse Facility construction project, Burns & McDonnell scoped a Water Reclamation Filter System for installation, after the secondary clarifiers and before UV (ultraviolet) disinfection. The reasons for the Water Reclamation Filter System were numerous, namely, to ensure a long-established effluent reuse program would have the best quality of water available for irrigation suitability. Another benefit to filtering all particulate from the secondary clarifier effluent is the highest possible ultraviolet transmittance, ensuring that the final step in the treatment process, UV disinfection, performs with maximum effectiveness. Lastly, the filter provides additional layers of protection if any plant upsets were to occur.

### Discussion

The Water Reclamation and Reuse Facility beneficially reuses a significant portion of its total annual wastewater flow for irrigation at some of the City's recreational facilities, mostly the Fort Hays Municipal Golf Course and Bickle-Schmidt Sports Complex. The Water Reclamation Filter helps ensure the plant effluent is of the best quality. The filter was originally equipped with panels of polyester fabric media. Initially, these were satisfactory, but after a few years, the routine cleaning has not been as effective as it was previously, making the run times on the machine higher than expected. The polyester media has reached the end of its useful life and needs

to be replaced. The replaced filter media will be of stainless steel, which should provide a 10-year solution.

The Water Reclamation Filter System is manufactured by Evoqua Water Technologies, an approved sole source vendor for the Water Reclamation and Reuse Facility. The 504 panels and supporting parts within the filter system are specifically designed and manufactured for this unit and not provided by another vendor.

Staff obtained a quote from Evoqua Water Technologies for full replacement at a cost of \$48,087.90. This cost is under the \$70,000 budget for 2025.

### **Legal Consideration**

There are no known legal obstacles to proceeding as recommended by City Staff.

### **Financial Consideration**

\$70,000 was budgeted in 2025. The \$48,087.90 cost will be funded from the Projects line in the Water Reclamation and Reuse Operating Budget.

### **Options**

The City Commission has the following options:

- Approve the Water Reclamation Filter Media Replacement to Evoqua Water Technologies at a cost of \$48,087.90
- Direct staff to another option
- Do nothing

### **Recommendation**

Staff recommends the City Commission authorize the purchase of the Water Reclamation Filter Media from Evoqua Water Technologies at a cost of \$48,087.90.

### **Action Requested**

Authorize the purchase of Water Reclamation Filter Media in the amount of \$48,087.90 to be funded from the Projects line in the Water Reclamation and Reuse Operating Budget.

### **Supporting Documentation**

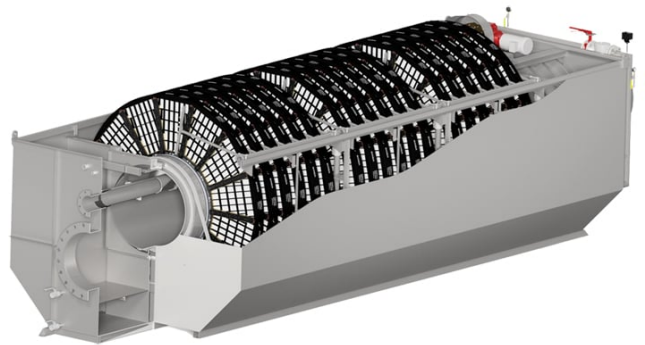
Visuals  
Project Sheet  
Quote  
Sole Source Letter





## PROJECT FORM

### LOCATION & AREA MAP:



**PROJECT:** Tertiary Filter Media Replacement

**FISCAL YEAR:** 2025

**FUND:** Water Reclamation & Reuse  
Operating Budget - Projects

**DEPARTMENT:** Water Resources

**PROJECT DESCRIPTION:** Replace polyester fabric filter media with stainless steel mesh media.

**NEED, JUSTIFICATION, BENEFIT:** The Reclamation & Reuse Facility beneficially reuses approximately 20% of its annual flow, mostly for irrigation at the Fort Hays Municipal Golf Course and Bickle-Schmidt Sports Complex. Along with the secondary treatment process, the tertiary filter helps ensure the plant effluent is of the best quality. The filter was originally equipped with panels of polyester fabric media. Initially these were satisfactory, but after a couple of years, the routine cleaning was not as effective as it was previously, making the run times on the machine higher than expected. Staff contacted the manufacturer for a solution. After trying several different cleaning methods, including pulling all 504 panels and manually cleaning, the results were unsuccessful. The polyester media had broken down and needed to be replaced. It should be noted that in 2019-2020, the polyester media that was OEM with our tertiary filter was discontinued by the manufacturer in favor of stainless steel.

If approved, City staff will work on-site with the manufacturer/representative to test water quality against different mesh sizes to ensure we're getting the type of filter panels we need to be a 10-year solution.

**CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT:** Leaving this machine sit idle will only make any future rehabilitation more costly.

**THIS PROJECT IS RELATED TO THE FOLLOWING:** Water Reclamation & Reuse, Water Conservation, Parks, Golf Course.

**EXPLANATION OF IMPACT ON OPERATING BUDGET:** \$70,000 has been added to the Projects line item in the Water Reclamation & Reuse 2025 Operating Budget.

**TIMELINE/CURRENT STATUS:** Planned for 2025.

**COMMENTS:** During the 2017-19 Water Reclamation & Reuse Facility rehab project, Burns & McDonnell scoped a tertiary filter for installation after the secondary clarifiers and before UV disinfection. The reasons were numerous—namely to ensure the long-established effluent reuse program would have the best quality of water available for irrigation suitability. Another benefit to filtering all particulate from the secondary clarifier effluent is the highest possible ultraviolet transmittance, ensuring the UV disinfection system performs with maximum effectiveness. The filter is also a “belt-and-suspenders” approach—while the normal effluent quality of the facility is excellent, the tertiary filter maintains this quality through any plant upsets that could occur.

IMPACT ON OPERATING BUDGET:		FINANCING:	
2025	\$70,000	Operating Budget	\$70,000
2026	\$0		
2027	\$0		
2028	\$0		
2029	\$0		
5-YEAR TOTAL:	\$70,000	TOTAL:	\$70,000



## Evoqua Products and Services Proposal

Prepared For:

**CITY OF HAYS**

HAYS, KS 67601-3464

**Quote #: 02510377 R1**

Transforming Water. Enriching Life.®

Proposal For: CITY OF HAYS  
 Jeff Crispin  
 1000 VINE ST  
 HAYS, KS 67601-3464  
 Phone: (785) 628-7380  
 jcrispin@haysusa.com

Dean Wentz  
 Evoqua Water Technologies  
 N19W23993 Ridgeview Pkwy, Suite 200  
 Waukesha, WI 53188  
 Phone: +12625218333  
 dean.wentz@xylem.com

## Item Pricing Summary

### Items

Item	Part No Description	Qty	Net Price	Ext Price
1	<b>W3T413662</b>  SS SCREEN FILTER PANEL OTM2; <u>Additional Comments:</u> stocked	504 EA	\$91.35	\$46,040.40
2	<b>W2T289768</b>  GSKT,SEAL;FILTER PANEL;P10.0001 <u>Additional Comments:</u> stocked	50 EA	\$19.29	\$964.50
3	<b>W2T289770</b>  DISK FILTER GASKET UPPER PER DRAWING 102 <u>Additional Comments:</u> stocked	50 EA	\$4.51	\$225.50
4	<b>W2T294182</b>  SCREW SOCKET CAPTIVE 0.3125 18UNC 1.125L <u>Additional Comments:</u> Stocked	50 EA	\$1.78	\$89.00

Item	Part No Description	Qty	Net Price	Ext Price
5	<b>W2T293970</b>  WASHER,FLAT 0.3125" .625"OD 304SSTYPE B; <u>Additional Comments:</u> stocked	50 EA	\$0.25	\$12.50
6	<b>W2T83840</b>  NUT, HEX 0.3125"DIA UNC 304 18 TPI; <u>Additional Comments:</u> stocked	50 EA	\$0.12	\$6.00

Currency: USD

#### Quote Totals

Item(s) Subtotal:	\$ 47,337.90
Freight:	\$ 750.00
<b>Total Net Price:</b>	<b>\$ 48,087.90</b>

Our Manufacturing Rep in your area is:

Representative: Tyler Gray  
Company: HAYNES EQUIPMENT COMPANY INC  
Address: 15725 S PFLUMM RD  
Olathe, KS, 66062-9724  
Phone: (913) 782-4962  
Email:



N19 W23993 Ridgeview Pkwy  
Waukesha, WI 53188  
Phone: 262-547-0141  
Fax: 262-547-4120

## Sole Source Letter

**To:** Jeff Crispin  
**Company:** City of Hays, KS

**Date:** 1/9/2025  
**From:** Dean Wentz  
**Tel:** 262-521-8333  
**Fax:** 262-521-8249

**Subject:** Disc Filter components

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This document is to confirm that Evoqua Water Technologies, LLC is the sole source provider for the Disc Filter components shown on Quote# 02510377 under Evoqua Contract Number 2033/001015 (170153) for Chetolah Creek WWTP, Hays, KS.

If I can be of further assistance or should you have any questions, please feel free to contact me.

Sincerely,

*Dean Wentz*

Dean Wentz

Evoqua Water Technologies, LLC

dean.wentz@xylem.com