



## **AGENDA**

Raymore Park Board Regular Meeting  
City Hall – 100 Municipal Circle  
Tuesday, January 27, 2026  
6:00 PM

**1. Call to Order**

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Personal Appearances**

**5. Consent Agenda**

- A. Approval of Minutes from the October 28, 2025 Meeting

**6. Staff Report**

- A. Recreation Report
- B. Parks Report
- C. Director Report

**7. Unfinished Business**

**8. New Business**

- A. Recreation Park Baseball Light Plans - Award of Contract
- B. Chamber of Commerce Membership - 2026
- C. Demolition of house, 204 S. Adams Street - Award of Contract
- D. Parks and Trails Public Art Locations - 2026
- E. Budget Amendment - Centerview Heat Exchanger

**9. Board Elections**

- A. Call for Nominees - Board Chair  
Motion and Vote for Board Chair
- B. Call for Nominees - Board Vice-Chair  
Motion and Vote for Board Vice-Chair

**10. Tree Board Committee - Appointments**

**11. Public Comment**

**12. Board Member Comment**

**13. Adjournment**

**MISCELLANEOUS**

Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at (816) 331-3324 no later than forty eight (48) hours prior to the scheduled commencement of the meeting.

Hearing aids are available for this meeting for the hearing impaired. Inquire with the City Clerk, who sits immediately left of the podium as one faces the dais.

**THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION ON TUESDAY, OCTOBER 28, 2025, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.**

**MEMBERS PRESENT:** Chairman Kies; Members Collier, Cooper, Harrison, Mapes, Scott, Trautman, and Wilson. Member Van Aken is absent.

**STAFF PRESENT:** Director Musteen, Park Superintendent Rulo, Recreation and Facility Superintendent Brennon, and Office Assistant Naab.

**1. Call to Order:** Chairman Kies called the meeting to order at 6:00 pm.

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Personal Appearances**

**5. Consent Agenda**

*The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.*

Park Board Minutes

July 22, 2025

**Motion:** Member Trautman motioned to approve the minutes of the July 22, 2025 Park Board Meeting.  
Member Scott seconded the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Absent
		Member Wilson	Aye

**6. Staff Report**

Recreation and Facility Superintendent Brennon highlighted his written report.  
Park Superintendent Rulo highlighted his written report.  
Director Musteen highlighted his written report.

**7. Unfinished Business**

**8. New Business**

A. Park Beautification Program: Wheelhouse Baseball Action Item

Wheelhouse Baseball founder, Chris Allen, approached the Parks and Recreation Board in January 2025 requesting opportunities to partner with the City on various community projects in exchange for practice space for the organization's baseball teams. Staff and

Mr. Allen negotiated a pricing structure to rent the baseball fields in exchange for Sponsorship (Mud Run), volunteer help and adopting "The Fort" at Recreation Park. The ventures were successful and both staff and Mr. Allen would like to continue the partnership. This Agreement is before the Board tonight for approval.

**Motion:** Member Trautman motions to adopt the Park Beautification Agreement with Wheelhouse Baseball Club.  
Member Scott seconds the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Absent
		Member Wilson	Aye

B. Tree Board: Amendment to Chapter 260, Tree Maintenance and Care     Action Item

During the work session on September 23, staff presented the Park Board with a revised Chapter 260: Tree Maintenance and Care of the Raymore Municipal Code. The revision amends the establishment of the Tree Board as a sub-committee of the Parks and Recreation Board. The amendment is before the Park Board for review and approval. If approved, the amendment will be presented to the City Council for consideration.

**Motion:** Member Trautman motions to amend Chapter 260: Tree Maintenance and Care of the Raymore Municipal Code  
Member Scott seconds the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Absent
		Member Wilson	Aye

C. Recreation Park Baseball Light Plans - Award of Contract     Action Item

The City of Raymore solicited proposals from qualified electrical design firms to provide professional engineering services for the design of electrical service and power distribution system upgrades at Recreation Park. Staff recommends Wilson and Company as the best firm.

**Motion:** Member Trautman motions to award the contract for stamped electrical plans

for the lights at Recreation Park Baseball Lights to Wilson and Company.  
Member Scott seconds the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Absent
		Member Wilson	Aye

D. Spirit of America Fireworks Display - Award of Contract

Action Item

In August 2025, the City issued a request for proposals (RFP) for the annual Parks and Recreation fireworks display. One bid was received, staff determined that J&M Displays meets all requirements. J&M Displays has been the fireworks display provider for the past several years.

Staff recommends the award of the fireworks display contract to J&M Displays, Inc. for July 3, 2026, with the option to renew the contract for an additional two, one-year extensions in 2027 and 2028.

**Motion:** Member Trautman motions to award the contract to J&M Displays, Inc. for the Spirit of America fireworks display 2026 with a possible 2 year option.  
Member Scott seconds the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Abset
		Member Wilson	Aye

**9. Public Comment**

**10. Board Comment**

Member Mapes is encouraged that we are working with Wheelhouse Baseball. He believes the cost of the 2026 show will be worth it.

Member Cooper commented that The Fort has some interesting stacked log structures.

Member Wilson reminded all to take a walk through the park system and enjoy the changing of the trees.

Member Harrison is excited and appreciative for the public to have that free celebration.

Member Scott congratulates Nick Cook on acquiring his drone license as that is quite an accomplishment. He looks forward to drone footage of the bike trails.

Member Trautman announced his retirement from the Park Board. He enjoyed working with all of the Board members. He thanks the Mayor, the City Manager, and the City Council. He has worked with Director Musteen and Superintendent Rulo for over 20 years. He thanks the Parks Staff.

Chairman Kies offers his gratitude for Member Trautman and his time on the Park Board.

**11. Adjournment**

**Motion:** Member Trautman motions to adjourn.  
Member Scott seconds the motion.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Harrison	Aye
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye
		Member Van Aken	Absent
		Member Wilson	Aye

The regular meeting of the Raymore Parks and Recreation Board adjourned at 6:40 pm.

Respectfully submitted,

Greta Naab  
Parks & Recreation Office Assistant

# **STAFF REPORT**

**To:** Park Board  
**From:** Todd Brennon, CPRP  
Recreation & Facilities Superintendent  
**Date:** January 27, 2025  
**Subject:** Recreation & Facilities Report

---

## **Administrative Operations**

- Staff booked rentals and scheduled part time staff for Centerview, both internal and paid.
- Staff gave Centerview tours and rental quotes to interested parties.

## **Meetings/Trainings Attended**

- Office Assistant **Greta Naab**
- Athletic Coordinator **Nick Cook**
- Recreation Coordinator **Cecilia Walther**
  - Hosted our Fitness Open House where we had 20-25 participants.
  - Gentle Yoga has 12 registered participants
  - Attended a sponsorship meeting with Alex Garcia, Nick Cook, and Todd Brennon. Brainstormed and edited the events sponsorship form.
  - Attended the Raymore Chamber of Commerce events committee meeting on Tuesday January 13.
- Recreation & Facilities Superintendent **Todd Brennon**
  - Raymore Chamber of Commerce Coffee and Conversation on Friday January 9 at the Raymore Activity Center.
  - Chamber of Commerce Events Committee meeting on Tuesday January 13.
  - Baskin Robbins Sponsorship Meeting on Tuesday January 13.
  - Bridleridge Elementary to discuss inclusive playgrounds with fourth grade students on Wednesday January 21.

## **Recreation Programs**

- 50 plus programs running: Bunco, Bridge Club
- Yoga class
- Zumba class
- Painting Class; 8 participants
- Succulent Class; 4 participants
- Crochet Class; 4 participants

## **Rentals/Events/Concessions**

- Rentals/Usage

### **Ball Fields**

### **Centerview**

- Monthly Square Dance
- Land Auction
- 1 HOA Meeting
- 2 Birthday Parties
- 1 Celebration of Life
- 3 Disability Interviews
- Health Forward Annual Policy Forum
- Raymore Chamber of Commerce Luncheon
- Matthew's Catering Tasting Event
- 1 Baby Shower

### **City Internal Usage**

- Animal Control Interview
- Police Interviews
- CERT Training
- Retirement Party for Cathy German

### **Program Usage**

- Bunco
- Bridge
- 2 Square Dance Workshops
- Succulent Class - 3
- Crochet Class - 3
- Paint Class - 8
- Basketball pictures

### **RAC**

#### **Paid Rental**

- Volleyball Rentals
- Birthday Parties

#### **Program Use**

- Adult Open Play Volleyball
- Yoga
- Zumba
- Basketball Practices
- Youth Basketball Games

**Special Events**

- Fitness Open House
- Opened the Spring Craft Show application (3/7). There are 109 applicants, and we will accept 98 of them.
- Galentine's Day Book Fair (2/12) has 13 vendors, we are still pushing the event on socials to boost registrations.

**Upcoming**

- Galentine's Day Book Fair; 2/12

**Concessions**

Concession stands are open and operational at the Raymore Activity Center.

**Sports (Youth)**

- Winter
  - Basketball
    - We have a total of 475 participants registered to play in the Rec Basketball League
    - We have a total of 29 participants registered in the social basketball program
- Spring
  - All spring sports offerings are open and available for registration
    - Volleyball League
    - Soccer League
    - Flag Football League
- Summer
  - Summer baseball, softball, and t-ball are open and available for registrations

**Sports (Tiny)**

- Winer
  - Basketball
    - We have a total of 64 participants in the tiny basketball program
- Spring
  - Spring tiny soccer registrations are open and available for registration
- Summer
  - Summer tiny t-ball registrations are open and available for registration

**Sports (Adult)**

- **Summer**
  - Adult softball league offerings are open and available to the public for registrations
    - Monday Night Church League
    - Friday Night Co-ed League
    - Sunday Night Men's League

# **STAFF REPORT**

**To: Park Board**  
**From: Steve Rulo**  
**Parks Superintendent**  
**Date: January 27, 2026**  
**Subject: Parks and Maintenance Report**

---

## **Park Operations**

- Check the ice on the Rink daily
- Cleaned, and painted all bases for start of season
- Parks Crew have trimmed trees throughout the parks
- The Trails project is coming to an end. The trails have been poured and backfilled, all that is left is installing bollards.
- The Disc Golf Course upgrade is still going on. The Park Crew has trimmed trees, built rock structures around 3 different raised baskets, and done dirt work on several new holes. The Crew painted and installed the "T" signs for each new hole.
- Parks Crew have been painting the orange walls at the RAC
- The Park Superintendent attended the Shade Tree Conference.
- The crew has helped mark trees in TB Hanna for that project coming up.
- The Parks Crew set up and worked the Mayor's Tree Lighting.
- The Ballfields at Recreation Park have had ballfield fines added to low spots.
- Maintenance has received their new Toro mower and the new zero turn mower.
- New soccer nets have been ordered and new zip ties have also been ordered
- 2 new pitching mounds, and new carpets have been ordered.

## MONTHLY REPORT

January 2026

### Monthly Highlights

- Park Maintenance built ice for The Rink at T.B. Hanna reopening.
- Park Maintenance trimmed trees around the park system.
- Parks maintenance installed a new tee for the disc golf course at Recreation Park.
- Park maintenance removed holiday lights at T.B. Hanna Station.
- Several Parks and Recreation staff attended the Raymore Chamber of Commerce Coffee N Conversations event hosted by Scooter's Coffee.
- Athletic Coordinator Nick Cook began coaching Tiny Basketball at the Raymore Activity Center.
- Athletic Coordinator Nick Cook and Recreation Superintendent Todd Brennon gave a concessions tour to the new concessions supervisor.
- Recreation Coordinator Cecilia Walther began preparation for summer camp by planning weekly themes and activities.
- Recreation Superintendent Todd Brennon, Recreation Coordinator Cecilia Walther and Athletic Coordinator Nick Cook met with Baskin Robbins to discuss sponsorship opportunities. Thank you to Baskin Robbins for sponsoring the 2026 Spring Volleyball League!
- Recreation Coordinator Cecilia Walther held a fitness open house at the Raymore Activity Center. 20 attendees participated in the event.
- Recreation Coordinator Cecilia Walther continued work in securing food and drink vendors for the 2026 Spirit of America event.
- Recreation Coordinator Cecilia Walther booked a band for the 2026 Trucktoberfest event.
- Recreation Superintendent Todd Brennon and Recreation Coordinator Cecilia Walther attended the monthly Raymore Chamber of Commerce events committee meeting.
- Park maintenance continued to build ice at the ice rink at T.B. Hanna Station.

Marvin Cantwell caught this 3 lb. trout on Tuesday, Dec. 23.



January 14: Don Davis is our third winner of a Walmart gift card and happens to be the father of our first winner Carter Davis!



- Park Superintendent Steve Rulo and Parks and Recreation Director Nathan Musteen attended the 2026 Shadetree Conference in Manhattan, KS. This is the annual conference to maintain their Arborist Certifications.
- Parks and Recreation Director Nathan Musteen attended several pre-bid meetings for upcoming projects.
- Recreation Superintendent Todd Brennon was a special guest at Bridle Ridge Elementary’s 4th grade class. Brennon discussed all-inclusive playgrounds.
- Parks and Recreation Director Nathan Musteen participated in the 1st MPRA Mentorship Virtual Meet and Greet - Musteen will mentor young professionals across the state through the program on. *See more information below*
- The Missouri Department of Conservation stocked Johnston Lake at Hawk Ridge Park with trout on Tuesday, January 20th as part of the partnership between the Parks and Recreation Department and the Conservation Department.

If an angler is lucky enough to catch a tagged trout, the tag can be turned in for a Walmart gift card at the Raymore Parks & Recreation office at Centerview, 227 Municipal Cir., 8 a.m.-5 p.m., Monday through Friday.

A Missouri fishing license is required for all fishers between 16 and 64 years of age and trout permits are required if trout are kept. The daily limit is four trout. Anglers are also encouraged to keep the lake and park clean and avoid leaving litter behind.

A paved walking trail wraps around the 12-acre lake, with an accessible fishing dock, bridge and jetty. Hawk Ridge Park is open daily from dawn to 11 p.m. and is located at 701 Johnston Pkwy.

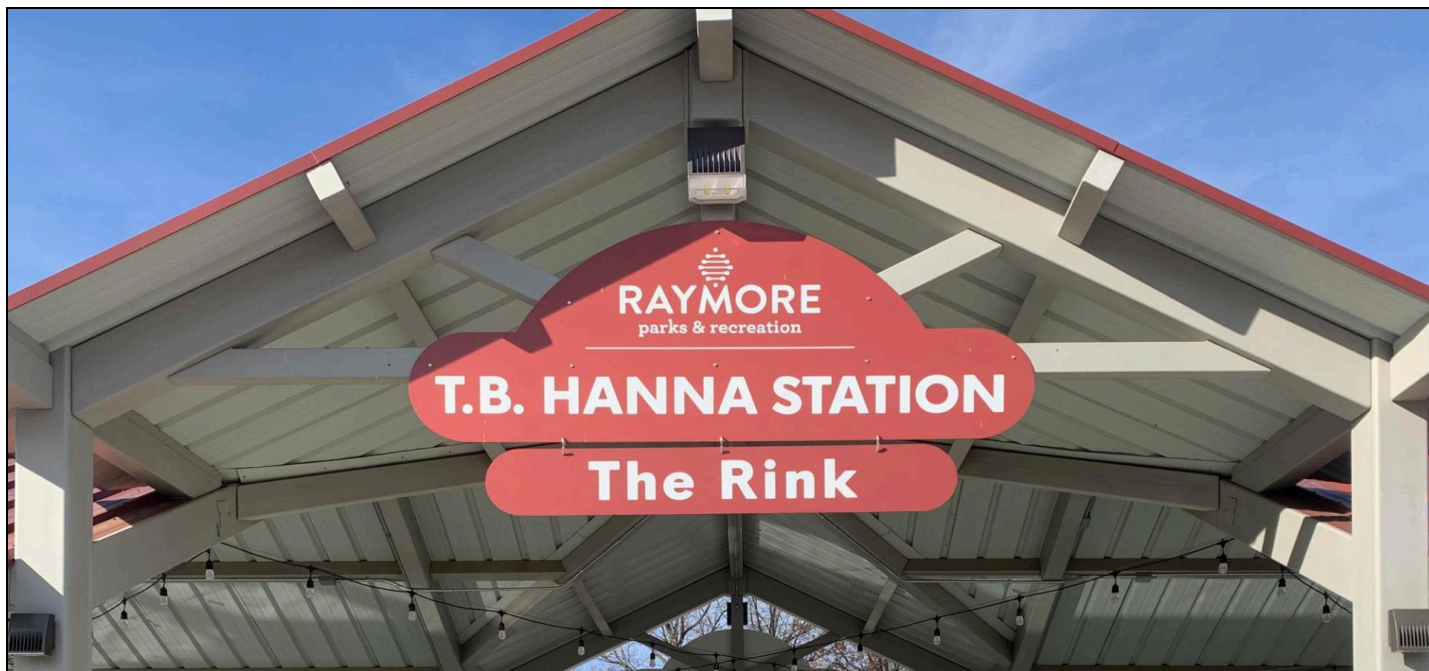
---

## The Sportsmanship Corner (Excellence Room & Resilience Room)

Our new multipurpose rooms at the RAC are perfect for your next party. Enhance your experience by pairing your room rental with a court rental and enjoy some extra space for basketball, volleyball or pickleball!

Let's talk! Contact us at 816-322-2791 or [recreation@raymore.com](mailto:recreation@raymore.com) to learn more and make your personalized reservation at the Raymore Activity Center today.





## The Rink 2025-2026

### Hours

- **Mondays:** Closed (for maintenance)
- **Tuesdays-Thursdays:** Open skate\*
- **Saturdays & Sundays\*\*:** 1-7 p.m.
- **Skate rentals are \$5 per person (cash only) and available in sizes toddler 8 to adult 14.**

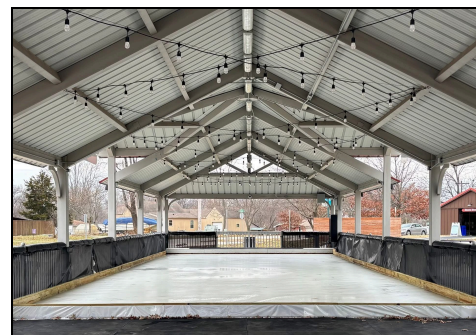
\* The Skate Shop is closed, but you're welcome to skate for free with your own skates!

\*\* The Skate Shop will be open on select days outside of Saturday and Sunday that will be announced and posted on our website.

### Private Rentals at The Rink: \$200

#### Includes:

- Two hours of private skating
- Up to 20 pairs of skates (\$5 for each additional pair)
- Use of fire pits & heaters



\* When are private rentals offered? // Saturdays & Sundays from 11 a.m.-1 p.m. & 7-9 p.m.

\*\* Contact Raymore Parks & Recreation for current availability, details & information on private rentals at 816-322-2791 or recreation@raymore.com

**REMEMBER: ALL RINK HOURS & PRIVATE RENTALS ARE WEATHER DEPENDENT!**

# MORE

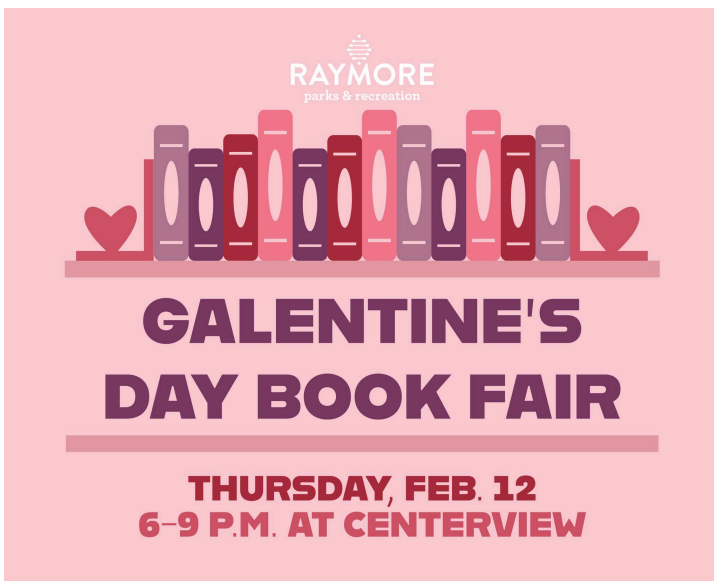
## MPRA MENTORSHIP PROGRAM

*Mentorship Opportunities for a Rewarding Experience*

The Missouri Parks and Recreation Association (MPRA) Mentorship Program is a professional development program designed to bridge the gap between veteran association members and emerging new professionals. It provides opportunities for exchanging information, ideas, and resources between a Mentor and a Mentee.

Through a collaborative, mutually beneficial partnership, Mentors and Mentees will gain new networking opportunities, unique experiences and perspectives, and

build a relationship to foster the park and recreation profession. Instead of a one-to-one pairing, the MPRA Mentorship Program will create small group mentoring cohorts of 2-3 mentees with 2-3 mentors to enhance the chances of connection and sustain momentum. The Mentorship Program is a minimum one-year commitment. After each year, participants will be allowed to re-enroll and be placed with a new cohort.



RAYMORE  
parks & recreation

**GALENTINE'S  
DAY BOOK FAIR**

**THURSDAY, FEB. 12  
6-9 P.M. AT CENTERVIEW**



**Spring**  
**CRAFT SHOW**

*Saturday, March 7*  
10 A.M.-2 P.M.  
RAYMORE ACTIVITY CENTER | 1011 S MADISON ST.

RAYMORE  
parks & recreation



CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM

DATE: 1/27/2026  
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation  
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Recreation Park Baseball Light Plans - Award of Contract

STRATEGIC PLAN GOAL / STRATEGY

Goal 7.4: Proactively plan for future growth, expansion and maintenance of the City's Parks and Recreation system.

FINANCIAL IMPACT

18,200

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
2/24/2026	5/26/2026

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

- LIST OF REFERENCE DOCUMENTS ATTACHED
1. Bill 3995 - Recreation Park Baseball Electrical Plans
  2. Contract - Wilson and Company
  3. Electrical Service & Power Distribution Upgrades

BACKGROUND / JUSTIFICATION

The City of Raymore solicited proposals from qualified electrical design firms to provide professional engineering services for the design of electrical service and power distribution system upgrades at Recreation Park. The scope includes the design of electrical power upgrades to four (4) baseball fields located within the park. Note: Lights on the two smaller fields were installed in 2018 and not included in the scope.

The existing electrical infrastructure, including two (2) Evergy services, pad mounted utility transformers and power distribution system, have been in service since the late 1990s and

are at the end of their useful life expectancy. This project will allow staff to appropriately plan a future capital project.

Requests for proposals were issued in August with a pre-bid and walk-through held in late August. Bids were due on September 4. One proposal was received and staff recommends Wilson and Company as the best and most responsive firm.

On October 28, 2025, the Parks and Recreation Board approved the contract with a vote of 8-0. After the approval, further review of the contract document showed that the template was created for contractors and not professional services. This is key in the type of work to be completed, payment methods and retainage. Staff worked with Wilson and Company to revise the document and present to the Parks and Recreation Board for their review and acceptance of the change before submitting to the City Council for final approval. The updated contract is before the Board for consideration.

**BILL 3995**

**ORDINANCE**

**“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING AND AUTHORIZING A CONTRACT WITH WILSON AND COMPANY IN THE AMOUNT OF \$18,200 TO PROVIDE ENGINEERING DESIGN SERVICES FOR ELECTRICAL SYSTEM UPGRADES AT THE RECREATION PARK BASEBALL COMPLEX.”**

**WHEREAS**, the City has four baseball fields with lights and a concession stand at Recreation Park that have been in service for over 25 years; and,

**WHEREAS**, the electrical equipment has reached the end of its useful life expectancy; and,

**WHEREAS**, City Staff advertised and received bids for engineering design services for electrical upgrades; and,

**WHEREAS**, the Parks and Recreation staff reviewed the proposal and found that Wilson and Company was the best and most responsive proposal submitted.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The City Manager shall be the authorized representative of the City herein for all instruments identified in Section 5.2(i) of the Charter.

Section 2. The City Manager and the City Clerk are hereby directed and authorized to execute the Agreement for and on behalf of the City of Raymore.

Section 3. The Mayor, the City Clerk and the City Manager are hereby directed and authorized to take the necessary steps under the Agreement to implement its terms.

Section 4. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor’s signature and attestation by the City Clerk.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 9TH DAY OF FEBRUARY, 2026.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 23RD DAY OF FEBRUARY, 2026, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Baker  
Councilmember Barber  
Councilmember Burke III  
Councilmember Circo  
Councilmember Engert  
Councilmember Holman  
Councilmember Mills

ATTEST:

APPROVE:

\_\_\_\_\_  
Erica Hill, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



CITY OF RAYMORE  
CONTRACT FOR PROFESSIONAL SERVICES

**Recreation Park Baseball Light Plans**

AGREEMENT FOR PROVISION OF THE FOLLOWING SERVICES

Agreement made this 23rd day of February, 2026 between Wilson and Company, an entity organized and existing under the laws of the State of Missouri, with its principal office located at 800 East 101st Terrace, Suite 200, Kansas City, Missouri 64131, hereafter referred to as the **Consultant**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto.

In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of February 23, 2026 and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I  
THE WORK

Consultant agrees to perform all work and provide all deliverables as specified in and according to the Request for Qualifications/Quote RFQu #25-463-201 and the General Terms and Conditions in Appendix B, commonly referred to as Contract Terms and Conditions and according to the Contract Agreement set forth here. Consultant agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications,

terms and conditions as set forth within RFQu #26-463-201 including insurance and termination clauses as needed or required. The work as specified in Appendix A, may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II  
TIME OF COMMENCEMENT AND COMPLETION

The work shall begin upon Council approval and City Manager's signature. The date of substantial completion shall be that date when the project or portions of the project are officially accepted by the Owner through formal action of the City Council for utilization of the project for its intended purpose. The City shall be the sole determiner as to the fulfillment of the work as described.

ARTICLE III  
CONTRACT SUM AND PAYMENT

The City agrees to pay the Consultant, \$18,200.00 which is "not to exceed" \$18,200.00 dollars for completion of the work, subject to the provisions herein set. The City Manager has the authority for change orders.

ARTICLE IV  
CONTRACT PAYMENT

The City agrees to pay the Consultant for the completed work as follows:

The Consultant shall provide the City with monthly billings for progress payments as the work is completed. Payment will constitute full and complete payment as per individual invoice and within thirty (30) days of completion and acceptance of the Consultant's work. The City will be the sole judge as to the sufficiency of the work performed. A 5% retainage will be held until acceptance of the project by the Raymore City Council, at which time final payment will be made.

In the event of the Consultant's failure to perform any of his duties as specified in this contract and addendums, or to correct an error within the time stipulation agreed upon by both parties, the City shall have the right to deduct an amount not to exceed twenty-five (25%) per invoice.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B.

ARTICLE V  
INSURANCE REQUIREMENTS

Insurance shall be provided as outlined in the General Terms and Conditions Appendix B to the Contract.

All policies for liability protection, bodily injury, or property damage shall include the City of Raymore as an additional insured as such respects operation under this contract (except for Worker's Compensation and Professional Liability coverage).

Consultant agrees to hold harmless and indemnify the City from any liability for damage, injury or death arising out of the work performance of the contract.

#### ARTICLE VI RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate a representative to render decisions on behalf of the City and on whose actions and approvals the Consultant may rely.

The Consultant's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Consultant), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Consultant. Impossibility of performance by reason of any legislative, executive, or judicial act of any governmental authority shall excuse performance of or delay in performance of this agreement. The City and the Consultant shall agree upon any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Consultant agrees to provide all services necessary to perform and complete the contract as specified. Consultant further agrees to keep and not change Project Manager and Project Team without notification and consent of the City.

Consultant will supervise and direct the work performed, and shall be responsible for his employees. Consultant will also supervise and direct the work performed by sub-Consultants and their employees and be responsible for the work performed by sub-Consultants hired by the Consultant.

Consultant agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Consultant shall bear the cost of any permits which he is obligated to secure. Consultant will also ensure any sub-Consultants hired will obtain the necessary licenses and permits as required.

Consultant agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Consultant agrees to ensure sub-Consultants and their employees comply with all applicable laws and regulations aforementioned.

Consultant also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

#### ARTICLE VII TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or e-mail.

Without Cause – The City may terminate this agreement at any time by providing sixty (60) days written notice, by certified mail, to the Consultant at the address listed below. In the event this agreement is terminated, the City may hold as a retainer the amount needed to complete the work in accordance with Appendix B specifications.

#### ARTICLE VIII CONTRACT DISPUTES AND MEDIATION

In case of a dispute, the Contractor and the City shall each appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to mediate the issue. Mediation shall be non-binding unless a written settlement agreement is reached. Costs of mediation shall be split equally between the parties. Failure of the parties to reach a resolution in mediation shall be a prerequisite to filing suit or initiating further action to resolve the dispute. In all cases where work on the project is not complete, the Contractor agrees to carry on with the work and to maintain the progress schedule during any dispute under this Contract unless otherwise mutually agreed in writing by the parties.

#### ARTICLE IX WARRANTY

Consultant shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with Appendix A specifications.

Consultant warrants that the goods shall be delivered free of the rightful claim of any third person by way of non-payment on the part of the Consultant for any tools and equipment in use or materials used and consumed on City property in completion of this agreement, and if City receives notice of any claim of such infringement, it shall, within ten [10] days, notify Consultant of such claim. If City

fails to forward such notice to Consultant, it shall be deemed to have released Consultant from this warranty as to such claim.

ARTICLE X  
AFFIDAVIT of WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- \* submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- \* providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XI  
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Consultant agrees that it has not relied upon any representations of Consultant as to the prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

**IN WITNESS WHEREOF**, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

SEAL)

**THE CITY OF RAYMORE, MISSOURI**

By: \_\_\_\_\_  
Jim Feuerborn, City Manager

Attest: \_\_\_\_\_  
Erica Hill, City Clerk

SEAL)

**WILSON AND COMPANY**

By: \_\_\_\_\_  
Justin C. Klaudt

Title: Senior Vice President

Attest: \_\_\_\_\_  
Michael Williamson

## Appendix A

### Scope of Services

#### 1. INTRODUCTION AND PROJECT OVERVIEW

Services for the design of electrical service and power distribution system upgrades at Recreation Park. The scope includes the design of electrical power upgrades to four (4) baseball fields located within the park.

Note: Lights on the two smaller fields were installed in 2018 and not in scope.

The existing electrical infrastructure, including two (2) Evergy services, pad mounted utility transformers and power distribution system, have been in service since the late 1990s. The service voltage is 120/240V, 1 PH, 3W. Each service is 800A with two 400A Panelboards on each. The existing field lighting is Musco HID type and will remain in use. The Musco lighting control panels will be reused.

The electrical distribution components are now outdated and must be replaced with all-new above-ground equipment. The scope of work includes:

1. Coordinate with the local utility (Evergy) to verify the service size is suitable for the present Park requirements.
2. The new electrical system should include but is not limited to the following:
  - a. Replacement of the existing two (2) transformers as required.
  - b. Reuse underground primary feeders where possible.
  - c. Update service meters to meet current Evergy standards by removing the CT's from the transformers and installing in a new CT cabinet.
3. Electrical design shall show the following:
  - a. Each service shall have a single Main Service disconnect switch. Shall be "SE" rated NEMA 3R (800A minimum).
  - b. The new distribution panelboard shall be sized to feed all existing loads with 25% spare capacity. Existing loads include Musco lighting circuits, scoreboards, concession stand and miscellaneous equipment.
  - c. New secondary feeders, from the transformer to new distribution equipment. Reuse of existing underground electrical wire, where feasible, between new above ground and existing components.
  - d. Reuse the existing Musco lighting control panels and confirm all control functions are operating the lighting originally installed.

- e. Power feeds to each of the existing light poles on all baseball and softball fields.
- f. A new power feed 120/240V, 1 PH (200A Minimum), in a PVC conduit, routed from one of the new panelboards to the existing concession stand to accommodate future building upgrades.
- g. Instructions for a new electrical equipment rack made of galvanized metal and sturdy construction in a safe and secure manner.
- h. All electrical design shall be per the latest version of the National Electrical Code (NEC) and State and Local codes.
- i. The selected design firm will be responsible for providing detailed construction documents suitable for soliciting construction bids. Shall include, sealed electrical drawings and specifications, stamped by a professional engineer licensed in the State of Missouri. The project shall also address the following:

## 2. SUBMISSION REQUIREMENTS

Interested firms shall include the following in their proposal:

- a. Company profile, including relevant project experience with park lighting and utility design.
- b. Project approach and timeline.
- c. Confirmation of who will be sealing the electrical drawings stamped by a Missouri-licensed engineer.
- d. All required Forms A-E.

## 3. ADDITIONAL BIDDING INFORMATION

- 3.1 Project is tax exempt.

# Exhibit A Recreation Park, Raymore, MO



- Transformer and Panel Box
- Concessions Building



Enlarged Plan

## **Appendix B General Terms and Conditions**

### **A. *Procedures***

The extent and character of the services to be performed by the Consultant shall be subject to the general control and approval of the Parks Director in consultation with the Finance Director or their authorized representative (s). The Consultant shall not comply with requests and/or orders issued by any other person. The Parks Director will designate his/her authorized representatives in writing. Both the City of Raymore and the Consultant must approve any changes to the contract in writing.

### **B. *Contract Period***

Award of this contract is anticipated prior to the end of February 2026 with final design and bid specifications completed within 90 days.

### **C. *Insurance***

The Consultant shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with the work performed on behalf of the City of Raymore by the Consultant, its agents, representatives, employees or sub consultants. The City of Raymore shall be named as an additional insured under such insurance contracts (except for Worker's Compensation coverage). A Certificate of Insurance will be required within ten calendar days from the date of receipt of the Notice of Award. Claims made on policies must be enforce or that coverage purchased for three (3) years after contract completion date.

#### **1. General Liability**

Owners and Protective Liability.

Minimum Limits

General Liability:

\$2,000,000 Each Occurrence Limit

### **D. *Hold Harmless Clause***

The Consultant shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Consultant or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

### **E. *Exemption from Taxes***

*RP Baseball Light Plans*

*25-463-201*

*Page 10 of 13*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

F. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Consultant shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Consultant; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, that it is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Consultant will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each sub-consultant or vendor used by the Consultant.

G. *Invoicing and Payment*

The Consultant shall submit invoices, in duplicate, for services outlined above in the scope of services under Appendix A.

H. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Consultant. Any contract cancellation notice shall not relieve the Consultant of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

I. *Contractual Disputes*

The Consultant shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Consultant within thirty (30) days of receipt of the claim.

City decision shall be final unless the Consultant appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or his designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

J. *Severability*

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

K. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

L. *Drug/Crime Free Work Place*

The Consultant acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

1. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
2. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
3. Any crimes committed while on City property.

The Consultant further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

M. *Inspection*

At the conclusion of each job order, the Consultant shall demonstrate to the Public Works Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Consultant at the Consultant's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

N. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Consultant shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

O. *Permits*

The successful Consultant shall be responsible for obtaining all permits, and for incurring all expenses associated with those permits, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Business License" required of all vendors doing business within the City limits of Raymore (unless otherwise directed by the City Clerk). This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

*P. Release of Information*

Pursuant to 610.021 RSMo, all documents within a request for proposal will become open record to the public upon a negotiated contract being executed. All documents within a request for bid become open records as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

*Q. Rejection of Bids*

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

*R. Affidavit of Work Authorization and Documentation:*

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- \* submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- \* providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

City of Raymore, Missouri

# Electrical Service & Power Distribution Upgrades at Recreation Park

Statement of Qualifications

September 4, 2025

**WILSON  
& COMPANY**  
HIGHER RELATIONSHIPS



September 4, 2025

Kim Quade, CPPB  
Purchasing Specialist  
City of Raymore  
100 Municipal Circle  
Raymore, Missouri 64083

Re: RFQ No. 25-463-201 – Recreation Park Baseball Light Plans

Dear Ms. Quade and Selection Committee,

We are pleased to submit our proposal for the electrical service and power distribution system upgrades at Recreation Park in Raymore, Missouri. [Wilson & Company, Inc., Engineers & Architects \(Wilson & Company\)](#) provides multidisciplinary services for Midwest municipal clients. With a robust team of professionals with a background in electrical engineering and specialized experience in municipal projects, we are confident we will deliver reliable solutions that meet the City of Raymore's (City) needs. By selecting Wilson & Company, the City will benefit from a responsive and experienced partner committed to delivering high-quality, cost-effective solutions.

Wilson & Company's qualifications include various projects, including [street lighting, traffic control systems, and electrical utility distribution upgrades](#), while adhering to local codes and industry standards. Our approach combines technical proficiency with a strong emphasis on collaboration and communication, maintaining stakeholder engagement throughout the project lifecycle.

Wilson & Company's portfolio of municipal electrical design includes systems that enhance public safety. Our team conducts [thorough site assessments, develops detailed technical specifications, and manages multidisciplinary teams](#) to achieve timely and budget-conscious results.

At Wilson & Company, our culture mirrors how we do business; we bring people together to practice their craft, to create value, and to accomplish great things. [Higher Relationships](#) is our commitment and genuine offer to build long-lasting relationships with our clients, partners, and communities. The pillars include [discipline, intensity, collaboration, shared ownership, and solutions](#). For Wilson & Company, our culture aligns with the City's goals and objectives, and we focus on achieving success together.

We are excited about the opportunity to [partner with the City and contribute to impactful projects that enhance community infrastructure](#). We look forward to discussing how Wilson & Company's experience and vision align with your project goals.

Sincerely,



Mike Williamson  
Project Manager  
816 701 3113  
micheal.williamson@wilsonco.com



Justin Klaut, PE, ENV SP  
Senior Vice President  
813 701 3178  
justin.klaut@wilsonco.com

# Project Understanding and Approach

## Project Scope Understanding

The City of Raymore (City) is soliciting qualifications and a proposal from Wilson & Company to provide full engineering design services for their proposed electrical system upgrades at Recreation Park. The City is undertaking an upgrade that will replace existing electrical equipment and utility service connections that have been in service since the late 1990s. This will include modifications to the primary Evergy service connection, new service equipment, installation of new padmount transformers, and the installation of new power panels as identified in the RFQ. The scope also encompasses the design and installation of equipment support racks, feeder circuits, raceway modifications, and the removal of existing electrical equipment. The existing Musco light poles, lighting control panels, and all equipment currently connected to the power panels will remain in place and are not part of the proposed upgrades.

## Project Approach

Wilson & Company is pleased to propose engineering design services for the City of Raymore's Recreation Park electrical system upgrade project. Our team will organize and execute the work to align with the project's delivery goals and technical requirements. As part of our commitment to understanding the City's objectives, our project manager has already conducted a site visit and met with City staff during the pre-bid process. This



engagement allowed us to identify key considerations that will inform the design phase. The following sections detail our approach to delivering a cost-effective, reliable, and future-ready solution for the City.

## Design Services

Upon receiving the notice to proceed, Wilson & Company will hold an in-person kick-off meeting with the City to review the project scope, design approach, schedule, and expected deliverables. This meeting will also serve as an opportunity to gather information about the existing electrical system, including one-line diagrams, plan drawings, and system connection and tie-in points. In conjunction with the kickoff, we will perform a site survey and assessment to support the development of design solutions.

Wilson & Company will provide electrical engineering services to support the City in the execution of the electrical service and power distribution system upgrade at Recreation Park. The proposed design will incorporate the development of two new electrical services, each rated at a minimum of 800 amps, 120/240V. These services will be connected to new distribution panelboards that will be designed to accommodate all existing electrical loads with an additional 25% spare capacity for future expansion. Existing loads include Musco lighting circuits and controls, scoreboards, and miscellaneous equipment.

A dedicated panelboard will be designed for the concession stand to re-feed existing electrical loads while also providing additional capacity to support future expansion. Where feasible, existing electrical feeders will be reused to connect new panelboards to existing equipment. The electrical design will comply with the National Electrical Code along with state and local codes.

In addition, coordination with Evergy will be undertaken to ensure the electrical utility service design aligns with current utility standards. The design will incorporate new utility meter stands and padmount transformers that meet Evergy's latest metering and transformer specifications. The existing underground primary service will be evaluated for potential reuse to optimize resources and reduce installation impact.

We will design and develop key project documentation, including one-line diagrams, plan drawings, demolition drawings, and electrical equipment specifications. Also, a detailed cost estimate will be prepared, outlining anticipated expenses for equipment procurement and installation. The estimate will include itemized costs for major components such as electrical equipment, site preparation, and installation labor.

## Project Management

We will develop a project management plan (PMP) prior to the start of the project. The PMP will cover the contract, correspondence, design criteria, budgeting requirements, CADD procedures, quality control process, and any specific project challenges. Additionally, the PMP will detail the specific work tasks to be completed for the project and establish the milestones, deadlines, deliverables, and project schedule. We will review the PMP during an internal project kickoff meeting with each member of the design team. This process makes sure that every design team member knows and understands the project goals.

Our project manager will be responsible for preparing, reviewing, and submitting invoices to the City. The project manager will also lead weekly coordination calls with the City's project manager to review progress, discuss upcoming activities, and address any design-related questions or issues.



## Internal Quality Control

In 2009, Wilson & Company established the Performance Management Office (PMO) to focus on improving the Company’s performance. The PMO’s mission is to make project execution more efficient and effective for our clients and staff. To further the PMO’s initiative, internal quality assurance audits are performed by the assigned PMO representative at various milestones throughout the project. During this audit, the PMO representative will review all project documentation against the scope of services (SOS), PMP, and schedule with the project manager and quality control manager. This is particularly beneficial on large projects with tight schedules.

No. _____	Date _____
<b>CHECKPRINT</b>	
Checked _____	Date _____
Backchecked _____	Date _____
Corrected _____	Date _____
Verified _____	Date _____
Drawing checked against calculations and calculation check confirmed.	
By _____	Date _____ n/a <input type="checkbox"/>

## Deliverables

Wilson & Company will submit all design documentation to City of Raymore for review and approval. All submittals will be delivered electronically in PDF format. The design submittals will include the following submissions:

- 90% Design Package:
  - Electrical site and power plan drawings.
  - Grounding plans.
  - One-line diagrams.
  - Panelboard schedules.
  - Electrical installation details.
  - Engineer’s estimate of probable cost.
  - Electrical equipment specifications.
- Final Design Package:
  - Signed and sealed electrical drawings and specifications

## Project Schedule

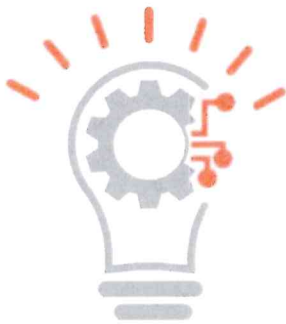
We understand that the project schedule is important to the City. Our approach will be to work closely with City staff to clearly identify project goals and key dates early on to eliminate any potential schedule delays. Our design team is available to begin work immediately on this project upon notice to proceed. We anticipate that we can meet the required 60 calendar day (8 week) completion. The milestone timeframe for this project after receipt of the Notice to Proceed are as follows:

Project Kickoff Meeting: .....	1 week after NTP
90% Design .....	5 weeks
City Review .....	2 weeks
Final Bid Documents.....	1 week
<b>Total Duration .....</b>	<b>8 weeks</b>

# Design Services Experience

## Wilson & Company Profile

Wilson & Company has brought more than 800 people together in 16 offices over nine states to build Higher Relationships through discipline, intensity, collaboration, shared ownership, and solutions with our clients, partners, and communities. Our Kansas City office has more than 100 staff members dedicated to producing successful designs and project outcomes. After 93 years of business, professionals continue to hone their craft with us including electrical, civil, mechanical, and structural engineering; architecture; planning; biology; surveying; lidar scanning; mapping; GIS specializations; drone piloting; financial analysis; program management; construction administration and observation; and a growing number of multidisciplinary specialties. We seek to create value for a diverse client base, including federal and municipal governments, public transportation agencies, railroad companies, industrial and commercial corporations, and private developers.



### Municipal experience and capabilities:

- Low and medium voltage distribution
- Aerial and underground design
- Substation design
- Power generation facilities
- Rate studies and cost of service evaluation
- SCADA/radio telemetry
- Building electrical and lighting design
- Control and plant automation systems
- Roadway and parking lot lighting

## Electrical Services

Wilson & Company seamlessly connects clients to the electrical grid through a comprehensive energy services program. Our team delivers integrated solutions from feasibility studies, aerial photography, surveying, and mapping to land acquisition, water engineering, site civil design, plant configuration, permitting, and transportation access. We continue to support through construction administration, field engineering, and contract closeout, making sure we complete projects efficiently and reliably.

Our area of expertise can assist in local oversight with contractors and field personnel. Years of collaboration with Departments of Transportation (DOTs), federal and municipal governments, Class I railroads, and utility providers enable us to identify opportunities in electrical infrastructure planning, design, and solutions. We excel in challenging situations, which brings successful outcomes that benefit our clients and the communities they serve.

Wilson & Company's electrical design team has a pragmatic approach from decades of experience in municipal power system design, along with a leading understanding of new technologies. Our approach is to provide electrical systems and components that match your needs, and provide a robust, maintainable project. We prioritize designing electrical systems with long-term adaptability in mind, making sure our solutions remain relevant and easily upgradeable as technologies evolve.

## Low Voltage Electrical Design Services

Wilson & Company provides comprehensive engineering services to support low-voltage electrical distribution projects for municipal clients. Our project experience spans electrical distribution system upgrades, commercial warehouse developments, water and wastewater lift stations and treatment facilities, and rail terminals. Our licensed professionals deliver tailored solutions across all phases of project development—from planning and design to implementation. Core capabilities include transformer and distribution panelboard design, cable sizing, and electrical system layouts. We also perform essential studies such as arc flash analysis, load flow modeling, protective device coordination, and short circuit evaluations to verify a safe and reliable electrical system. Drawing from our municipal project experience, we develop solutions that meet project requirements while supporting long-term operational resilience.

## Transmission and Distribution Power Systems

Wilson & Company has experience designing municipal electrical infrastructure upgrades, including new aerial lines and voltage conversion projects. Our team has designed substations for systems operating at 138kV and below, tailored to meet utility requirements. We have developed high and medium voltage distribution systems for municipalities and industrial facilities requiring power over extended distances. Our experience spans aerial and underground primary distribution design.

## Generation

Wilson & Company has designed and evaluated various emergency and standby engine generators, and back-up power systems for municipal clients. Our electrical engineers have completed comprehensive studies and design efforts for small- and large-scale generation projects, from standby systems to municipal power plant expansions. We have analyzed and implemented solutions across emergency power, cogeneration, and power plant additions. We provide clear, data-driven insights and recommendations, enabling our clients to make informed and logical decisions. Our broad experience equips us with the technical depth and practical knowledge to deliver reliable solutions.



## Relevant Project Experience for Firm

The following representative projects demonstrate our proven ability to help clients achieve their goals through thoughtful electrical design and effective project execution.



### East Mesa Public Recreation Complex, Los Cruces, NM (2024-ongoing)

Phase II of this project is currently under construction, following the successful completion of Phase I in the previous year. The initial phase included the installation of multiple electrical services, panelboards, and padmount transformers to support the park's infrastructure. This phase encompassed a complex of baseball diamonds, soccer fields, pickleball courts, and support buildings, with sports lighting systems coordinated in partnership with Musco. Phase II expands the scope to include additional restrooms, concession buildings, expanded pickleball, volleyball, and basketball courts, enhanced landscaping and hardscaping, extended site lighting, and the addition of a skate park.



### Public Works Facility, City of Belton, MO (2023)

This project initially focused on re-establishing electrical service to a complex of previously abandoned buildings. It involved coordinating a new utility service with Evergy and distributing power to ten separate buildings. The project progressed in 2023 with the addition of electrical design services for a new building and a washdown area, supporting continued site development.



## Heron Pond Park, Denver, CO (2022-ongoing)

This multi-phased project focuses on enhancing water quality, restoring the levee embankment, and developing a new park featuring expansive open spaces. Key elements include pathway and parking lot lighting, a maintenance garage, restrooms, public art installations, and playground areas. Due to the scale and complexity of the site, multiple utility services were required to support both the pathway lighting and facility infrastructure.



## Water Works Park, City of Mission, KS (2024)

This project included electrical design and new service connections for a prefabricated restroom facility, as well as lighting design for a picnic area canopy. Scope also included photometric analysis and strategic placement of solar-powered light poles to illuminate pedestrian pathways and playground areas.



## Little Mill Creek Trail Tunnel, City of Lenexa, KS (2023)

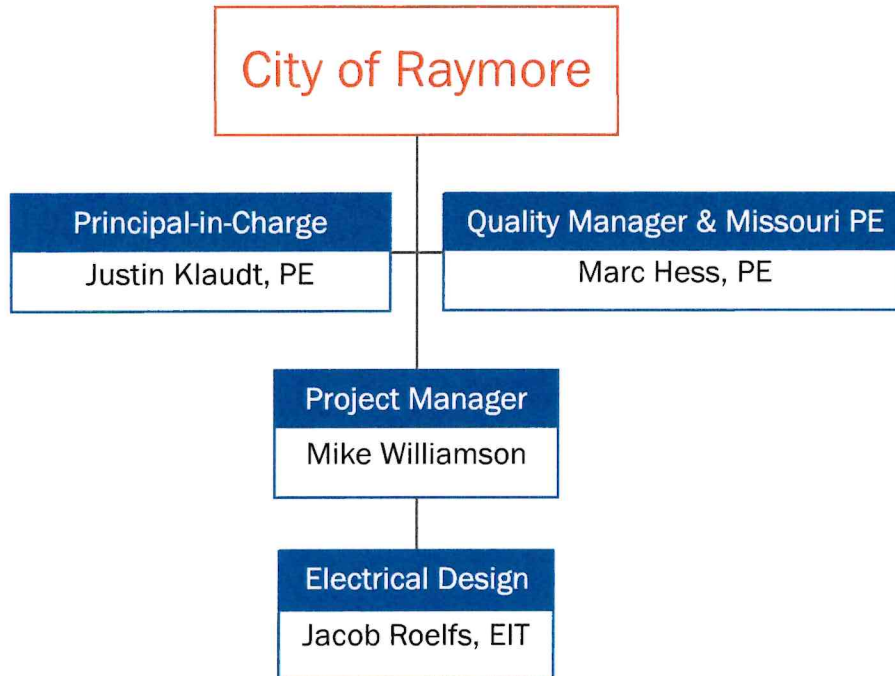
Wilson & Company served as engineering consultants for this project, which connected the Little Mill Creek Trail system to Sar-Ko-Par Trail Park in Lenexa. The scope included coordination with Evergy for utility service, design and installation of tunnel and pathway lighting, tunnel monitoring systems, pedestrian counting technology, and emergency blue light call boxes to enhance safety and user experience.

# Key Personnel and Resumes

## Meet Our Team

Wilson & Company provides a comprehensive, in-house team to support the City. We are organized by engineering specialty that provides function workflow and promotes multidisciplinary collaboration. Our team members' experience is highlighted in the following summaries.

## Organizational Chart



## Resources Available to Meet Proposed Schedule



### Mike Williamson Project Manager

Mike is experienced in electrical system design for municipal and commercial projects. He has designed and developed electrical systems for a variety of projects, including wastewater lift stations, water treatment plants, restaurants, community centers, warehouses, tenant improvements, and senior living facilities. Mike has produced detailed design layouts for low voltage power distribution, interior and exterior lighting systems, fire alarm systems, and electrical equipment rooms. He brings a proven ability to collaborate closely with mechanical and architectural teams along with client owners throughout all phases of design to ensure seamless integration of the electrical design. Mike is experienced in conducting through reviews of electrical equipment submittals to verify adherence to project specifications, applicable codes, and performance standards. He has project management experience in overseeing multidisciplinary project teams in executing engineering design for design-build projects of up to \$500K.

#### Experience

Total years: 19

#### Education

BS, Electrical Engineering

#### Relevant Experience

- John Barkley Plaza – Shawnee Mission Park Entrance Improvement, Shawnee, KS
- 16<sup>th</sup> & Clay Parking Lot Lighting Design, North Kansas City, MO
- Lake Olathe Parking Improvements, Olathe, KS



### Jacob Roelfs, EIT Electrical Design

Jacob has experience in electrical system design for various park and lighting projects. He has participated in on-site electrical and instrumentation construction support services at industrial facilities. Jacob has assisted with project drawings, including one-line diagrams, electrical equipment building layouts, wiring diagrams, medium and low voltage motor schematics, switchgear breaker control schemes, power and lighting plans, and grounding plans. He has experience executing electrical power system load flow studies, short circuit analysis, relay coordination studies, and arc flash hazard analysis.

#### Experience

Total years: 3

#### Education

BS, Electrical Engineering

#### Licenses and registrations

Engineer-in-Training (EIT):  
Kansas

#### Relevant Experience

- Escondida Lake RV Park, Socorro, NM
- Bosque State Park EV Charging, Los Cruces, NM
- Globeville Levee Trail Lighting, Denver, CO



#### Experience

Total years: 17

#### Education

BS, Electrical Engineering

#### Licenses and registrations

Professional Engineer: MO  
#2020013488

Also licensed in AR, CA, CO,  
IA, IL, KS, LA, MN, MT, NE,  
NV, NM, OR, UT, WA, WY

## Marc Hess, PE

### Quality Manager and Engineer of Record

Marc has broad electrical design and consulting engineering experience. His knowledge covers all aspects of park electrical design, including site power distribution, lighting, instrumentation, electrical equipment, cabling, and arc flash hazard analysis. Marc has extensive experience in building electrical design, such as educational facilities and commercial projects. Building design capabilities include building power systems, lighting, telecom, and various specialized systems. Exterior designs for public, DOT, and municipal projects include roadway lighting, parks and recreation, and parking lot lighting.

### Relevant Experience

- East Mesa Public Recreation Complex, Los Cruces, NM. Electrical Engineer.
- Public Works Facility, City of Belton, MO. Electrical Engineer.
- Heron Pond Park, Denver, CO. Electrical Engineer.
- Water Works Park, Mission, KS. Electrical Engineer.
- Little Mill Creek Trail Tunnel, Lenexa, KS. Electrical Engineer.

**PROPOSAL FORM A**  
RFP 25-463-201

**PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS**

I (authorized agent) Justin C. Klaudt, PE, ENV SP having authority to act on behalf of (Company name) Wilson & Company, Inc., Engineers & Architects do hereby acknowledge that (Company name) Wilson & Company, Inc., Engineers & Architects will be bound by all terms, costs, and conditions of this proposal for a period of 90 days from the date of submission; and commit to sign the Agreements.

FIRM NAME: Wilson & Company, Inc., Engineers & Architects


ADDRESS: 800 East 101st Terrace, Suite 200  
Street

ADDRESS: Kansas City, MO 64131  
City State Zip

PHONE: 816-701-3100

E-MAIL: justin.klaudt@wilsonco.com

DATE: 9/4/2025  
(Month-Day-Year)

 Sr. VP  
Signature of Officer/Title

DATE: \_\_\_\_\_  
(Month-Day-Year)

\_\_\_\_\_  
Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):

Check One:

- \_\_\_\_\_ MBE (Minority Owned Enterprise)
- \_\_\_\_\_ WBE (Women Owned Enterprise)
- \_\_\_\_\_ Small Business

**PROPOSAL FORM B**

RFP 25-463-201

**CONTRACTOR DISCLOSURES**

*The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.*

- 1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes \_\_\_ No X
- 2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes \_\_\_ No X
- 3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes \_\_\_ No X
- 4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes \_\_\_ No X
- 5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes \_\_\_ No X
- 6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes \_\_\_ No X
- 7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes \_\_\_ No X
- 8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes \_\_\_ No X  
  
*\*With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
- 9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes \_\_\_ No X
- 10. Has the Firm been the subject to any bankruptcy proceeding? Yes \_\_\_ No X

## Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

Yes  No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

Yes  No If yes, provide details in an attachment.

## Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in the execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interest with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

## Form B Attachment

### Legal claims: summary of claims in the last five years

Wilson & Company has no contracts to disclose that have been terminated by our firm or officers of it, and we have never failed to complete a contract. We have no civil or criminal actions pending. The following identifies claims within the last five years. We have not been disqualified from working with the City or other public entities.

- In May of 2022, Wilson & Company was named as one of several defendants in a claim filed by an individual who was injured in an auto accident that occurred while driving through a construction zone. The plaintiff dismissed all claims.
- In July of 2023, Wilson & Company was named as one of several defendants in a claim filed by an individual who was injured in an auto accident that occurred while driving on a roadway alleging overgrown landscaping caused poor visibility. This matter was dismissed with prejudice.

## PROPOSAL FORM C

RFP 25-463-201

### **EXPERIENCE / REFERENCES**

To be eligible to respond to this RFP, every bidder must be in business for a minimum of one (1) year and must demonstrate that they, or the principals assigned to this Project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. \*Please list any Municipalities that you have done work for in the past, not including the City of Raymore.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

<b>COMPANY NAME</b>	City of Belton
<b>ADDRESS</b>	520 Main Street, Belton, MO 64012
<b>CONTACT PERSON</b>	Gregory J Rokos
<b>CONTACT EMAIL</b>	grokos@belton.org
<b>TELEPHONE NUMBER</b>	816-812-1269
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	Public Works Facility Expansion, \$15,000, 2023 Public Works Facility Rehab, \$250,000, 2021

<b>COMPANY NAME</b>	Denver Department of Transportation and Infrastructure
<b>ADDRESS</b>	1444 Wazee St., Denver, CO 80202
<b>CONTACT PERSON</b>	Jim Cokeley
<b>CONTACT EMAIL</b>	Jim.Cokeley@denvergov.org
<b>TELEPHONE NUMBER</b>	303-587-3192
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	Heron Pond Park, ~\$30,000,000, Ongoing Final Phase of Construction

<b>COMPANY NAME</b>	City of Mission Parks and Recreation
<b>ADDRESS</b>	6200 Martway St, Mission, KS 66202
<b>CONTACT PERSON</b>	Penn Almoney
<b>CONTACT EMAIL</b>	palmoney@missionks.org
<b>TELEPHONE NUMBER</b>	913-722-8200
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	Water Works Park, \$500,000, 2024

<b>COMPANY NAME</b>	City of Las Cruces
<b>ADDRESS</b>	700 N Main Street, Las Cruces, NM 88001
<b>CONTACT PERSON</b>	David Viarreal
<b>CONTACT EMAIL</b>	dviarreal@lascruces.gov
<b>TELEPHONE NUMBER</b>	575-528-3332
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	East Mesa Public Recreation Complex Phase II, \$3,600,000, Construction Ongoing

<b>COMPANY NAME</b>	City of Lenexa
<b>ADDRESS</b>	17101 W 87th St Pkwy, Lenexa, KS 66219
<b>CONTACT PERSON</b>	Ben Clark
<b>CONTACT EMAIL</b>	bclark@lenexa.com
<b>TELEPHONE NUMBER</b>	913-477-7795
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	Little Mill Creek Trail Tunnel, \$1,800,000, 2024

State the number of Years in Business: 92

State the current number of personnel on staff: 97 locally on staff, +800 firm wide

**PROPOSAL FORM D**

RFP 25-463-201

Proposal of Wilson & Company, Inc., Engineers & Architects, organized and  
(Company Name)  
existing under the laws of the State of Missouri, doing business  
as Wilson & Company (\*) a corporation

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-463-201 – Recreation Park Baseball Light Panel.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) N/A, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(\*) Insert "a corporation, a partnership, or an individual" as applicable.

**BID PROPOSAL FORM E – Project No. 25-463-201**

**Recreation Park Baseball Light Plans**

<b>Bid Items</b>	<b>Units</b>	<b>Estimated Quantities</b>	<b>\$/Units</b>	<b>Total</b>
Signed and Sealed Drawings/Specification for Bidding	LS	1	\$ 15,700	\$ 15,700
Submit Engineer's Estimate of Probable Cost	LS	1	\$ 1,400	\$ 1,400
Submit for City Electrical Permit with Completed City Checklist	LS	1	\$ 1,100	\$ 1,100
<b>TOTAL BASE BID</b>				\$ 18,200

**Company Name** Wilson & Company, Inc., Engineers & Architects

**Total Base Bid for Project Number: 25-463-201**

\$ 18,200

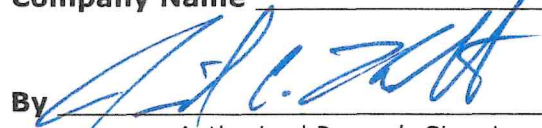
**In the blank above insert numbers for the sum of the bid.**

( \$ Eighteen thousand, two hundred dollars )

**In the blank above write out the sum of the bid.**

**BID PROPOSAL FORM E – RFP 25-463-201  
CONTINUED**

**Company Name** Wilson & Company, Inc., Engineers & Architects

**By**   
Authorized Person's Signature

Justin C. Klavdt, Sr. VP  
Print or type name and title of signer

**ADDENDA**

Bidder acknowledges receipt of the following addendum:

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

**Company Address** \_\_\_\_\_

800 East 101st Terrace, Suite 200

Kansas City, MO 64131

**Phone** 816-701-3178

**Fax** 816-942-3013

**Email** justin.klaudt@wilsonco.com

**Date** 9/4/2025

**LATE BIDS CANNOT BE ACCEPTED!**

**E - VERIFY AFFIDAVIT**  
(As required by Section 285.530,RSMo)

As used in this Affidavit, the following terms shall have the following meanings:

**EMPLOYEE:** Any person performing work or service of any kind or character for hire within the State of Missouri.

**FEDERAL WORK AUTHORIZATION PROGRAM:** Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

**KNOWINGLY:** A person acts knowingly or with knowledge,  
(a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or  
(b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

**UNAUTHORIZED ALIEN:** An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority personally appeared Justin Klaudt, who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: Justin Klaudt

Company: Wilson & Company

Address: 800 E 101<sup>st</sup> +er Ste 200 KCMO 64131

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project # 25-463-201.
- 3 Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.
- 4 Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Wilson Company

Company Name

*[Handwritten Signature]*

Signature

Name: Justin C. Kloudt

Title: Sr. Vice President

STATE OF Missouri COUNTY OF Jackson

Subscribed and sworn to before me this 4<sup>th</sup> day of September, 2025.

Notary Public: *[Handwritten Signature]*

My Commission Expires: 7/22/29 Commission # 25426552

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Contractor; and
- 2 A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security -Verification Division.

**PORSHIA BAILEY**  
 Notary Public-Notary Seal  
**STATE OF MISSOURI**  
 Commissioned for Jackson County  
 My Commission Expires: July 22, 2029  
 ID. #25426552



Company ID Number: 2305211

# THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR WEB SERVICES EMPLOYERS

## ARTICLE I PURPOSE AND AUTHORITY

The parties to this Agreement are the Department of Homeland Security (DHS) and Wilson & Company, Inc., Engineers & Architects (Web Services Employer). The purpose of this agreement is to set forth terms and conditions which the Web Services Employer will follow while participating in E-Verify.

A Web Services Employer is an Employer who verifies employment authorization for its newly hired employees using a Web Services interface.

E-Verify is a program that electronically confirms a newly hired employee’s authorization to work in the United States after completion of the Form I-9, Employment Eligibility Verification (Form I-9). This MOU explains certain features of the E-Verify program and describes specific responsibilities of the Web Services Employer, DHS, and the Social Security Administration (SSA).

For purposes of this MOU, the “E-Verify browser” refers to the website that provides direct access to the E-Verify system: <https://E-Verify.uscis.gov/emp/>. You may access E-Verify directly free of charge via the E-Verify browser.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, “Employment Eligibility Verification” and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

Before accessing E-Verify using Web Services access, the Web Services Employer must meet certain technical requirements. This will require the investment of significant amounts of resources and time. If the Web Services Employer is required to use E-Verify prior to completion and acceptance of its Web Services interface, then it must use the E-Verify browser until it is able to use its Web Services interface. The Web Services Employer must also maintain ongoing technical compatibility with E-Verify.

DHS accepts no liability relating to the Web Services Employer’s development or maintenance of any Web Services access system.

Company ID Number: 2305211

its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Web Services Employer.

**Approved by:**

<b>Web Services Employer</b>	
Wilson & Company, Inc., Engineers & Architects	
Name (Please Type or Print) Amy E Straquadine	Title
Signature Electronically Signed	Date 10/24/2023
<b>Department of Homeland Security – Verification Division</b>	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 10/31/2023



**WILSON  
& COMPANY**

HIGHER RELATIONSHIPS

800 East 101st Terrace  
Suite 200  
Kansas City, MO 64131  
Phone: 816 701 3100

[www.wilsonco.com](http://www.wilsonco.com)



CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM

DATE: 1/27/2026  
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation  
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST  
Chamber of Commerce Membership - 2026

STRATEGIC PLAN GOAL / STRATEGY  
4.3.1 Develop and implement long-term funding strategies to support City operations and needs

FINANCIAL IMPACT  
Community Partnership (Trade of Goods and Services valued at \$1000)

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
1/1/2026	12/31/2026

STAFF RECOMMENDATION:  
Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

- 2026 Agreement Between Raymore Parks and Recreation

BACKGROUND / JUSTIFICATION

The Parks and Recreation Department and the Raymore Chamber of Commerce partner on several community events and programs throughout the year. In an effort to support both entities and maintain a good community partnership, staff is presenting a 1-year membership. In exchange, the Chamber will have access to 2 monthly luncheons in the year to offset the membership fees. Additionally, the Raymore Chamber will provide two banners to be placed at the Raymore Activity Center and at the Recreation Park Baseball fields in support of the Parks and Recreation Department Sponsorship Banner program.

Other details are included in the attached Agreement Form.





**Agreement Between Raymore Parks and Recreation (Parks) and  
The Raymore Chamber of Commerce (Chamber)**

The Chamber agrees to provide a one-year annual Chamber membership for use of Centerview for Chamber events such as luncheons and meetings. The Chamber membership will be provided to Parks in lieu of cash payment.

Additionally, the Raymore Chamber will provide two (2) banners to participate and help promote the Raymore Parks and Recreation business banner sponsorship program.

Included in the agreement, a partnership to co-host a summer event at the Raymore Amphitheater. Dates and details to be negotiated annually between the Parks and Recreation Director and the Chamber Executive Director.

---

Raymore Parks & Recreation Director

---

Raymore Chamber Executive Director



# RAYMORE

come home to more

CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM

DATE: 1/27/2026

SUBMITTED BY: Nathan Musteen

DEPARTMENT: Parks and Recreation  
Department

ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Demolition of house, 204 S. Adams Street - Award of Contract

STRATEGIC PLAN GOAL / STRATEGY

7.4 - Proactively plan for future growth, expansion and maintenance of the City's Parks and Recreation system.

FINANCIAL IMPACT

TB Hanna Station Expansion, Phase 1 - Budget: \$164,000

House Removal: -\$11,300

Remaining Budget: \$152,700

PROJECT TIMELINE

Estimated Start Date  
2/24/2026

Estimated End Date  
4/25/2026

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. 26-004 Proposal Tab
2. SB Wyatt Proposal

BACKGROUND / JUSTIFICATION

As part of the future improvements at T.B. Hanna Station, the FY26 Capital Improvement Plan includes a list of projects to prepare the park for expansion. First, the house located at 204 South Adams Street is programmed to be removed with general grading and seeding. Other items will be addressed in separate projects.

In efforts to consolidate similar city projects, the proposal also included the demolition of a storage facility at 317 N. Jackson Street. Six proposals were received. SB Wyatt

Contracting INC. was the lowest, most responsive bid. Total Bid: \$37,300.00 (\$11,300 for the parks project and \$27,000 for the buildings and grounds project). Total Bid Tab is attached.

Staff is requesting park board approval to move forward in conjunction with the building and grounds department with a contract recommendation to the City Council.

CONTRACTOR NAME	BASE BID	BID BOND	E-VERIFY	ADDENDUM
1 Easthumbas Excav	69000.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2 Khand S Bance.	77000.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3 Richards Const.	42000.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4 KB Const	11300.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5 SB Wycott	37300.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6 TC Fuller	44498.04	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7 Green Meadows	open responsive			
8 _____				
9 _____				
10 _____				

WITNESS: [Signature]  
 WITNESS: [Signature]  
 WITNESS: [Signature]

**PROPOSAL FORM A**  
RFP 26-004

**PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS**

I (authorized agent) SETH WYATT having authority to act on behalf of (Company name) SB WYATT CONTRACTING INC do hereby acknowledge that (Company name) SB WYATT CONTRACTING INC will be bound by all terms, costs, and conditions of this proposal for a period of 90 days from the date of submission; and commit to sign the Agreements.

FIRM NAME: SB WYATT CONTRACTING INC

ADDRESS: 18017 S STATE ROUTE Y  
Street

ADDRESS: BELTON MO 64012  
City State Zip

PHONE: 816-322-6557

E-MAIL: ANNIE.JONES@SBWYATT.COM

DATE: 1/20/2023 Seth Wyatt PRESIDENT  
(Month-Day-Year) Signature of Officer/Title

DATE: 1/20/2026 Broken CORP SECT  
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):  
Check One:

- MBE (Minority Owned Enterprise)
- WBE (Women Owned Enterprise)
- Small Business

**PROPOSAL FORM B**

RFP 26-004

**CONTRACTOR DISCLOSURES**

*The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.*

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes \_\_\_ No X
  
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes \_\_\_ No X
  
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes \_\_\_ No X
  
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes \_\_\_ No X
  
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes \_\_\_ No X
  
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes \_\_\_ No X
  
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes \_\_\_ No X
  
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes \_\_\_ No X
  
- \*With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
  
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes \_\_\_ No X
  
10. Has the Firm been the subject to any bankruptcy proceeding? Yes \_\_\_ No X

## Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

\_\_\_\_\_ Yes  No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

\_\_\_\_\_ Yes  No If yes, provide details in an attachment.

## **Required Representations**

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in the execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interest with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

**PROPOSAL FORM C**

RFP 26-004

**EXPERIENCE / REFERENCES**

To be eligible to respond to this RFP, every bidder must be in business for a minimum of one (1) year and must demonstrate that they, or the principals assigned to this Project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. \*Please list any Municipalities that you have done work for in the past, not including the City of Raymore.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

<b>COMPANY NAME</b>	See attached reference letter.
<b>ADDRESS</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT EMAIL</b>	
<b>TELEPHONE NUMBER</b>	
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	

<b>COMPANY NAME</b>	
<b>ADDRESS</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT EMAIL</b>	
<b>TELEPHONE NUMBER</b>	
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	

<b>COMPANY NAME</b>	
<b>ADDRESS</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT EMAIL</b>	
<b>TELEPHONE NUMBER</b>	
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	

<b>COMPANY NAME</b>	
<b>ADDRESS</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT EMAIL</b>	
<b>TELEPHONE NUMBER</b>	
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	

<b>COMPANY NAME</b>	
<b>ADDRESS</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT EMAIL</b>	
<b>TELEPHONE NUMBER</b>	
<b>PROJECT, AMOUNT AND DATE COMPLETED</b>	

State the number of Years in Business: 17

State the current number of personnel on staff: 15

# *SB Wyatt Contracting, Inc.*

18017 S State Rt Y  
Belton, MO 64012

Ph. 816-322-6557

Fax 816-322-6778

sbwyatt@sbwyatt.com

January 20, 2026

To: City of Raymore, MO

RE: Demolition of House & Storage Facility-Raymore, MO References

To Whom It May Concern:

Below you will find a few references for our work:

**City of Greenwood, MO**  
709 W Main Street  
Greenwood, MO 64034

Stephen Larson, City Administrator  
816-537-6969, ext 106  
slarson@greenwoodmo.com

Project: Grant Cir Stormwater

Completed: November 2025

Cost: \$41,087.50

Installing stormwater boxes and piping in Grant Cir cul-de-sac.

Project: 16<sup>th</sup> Ave S Curb Replacement

Completed: September 2025

Cost: \$31,083.00

Remove & replace approx. 550 LF of curb & gutter along 16<sup>th</sup> Ave S.

Project: 2nd Ave South Ph II Improvement

Completed: June 2025

Cost: \$1,923,853.42

Remove & replace approx. 6700 LF (single lane) of 13" concrete pavement along a busy quarry truck route in the City.

Project: Sidewalk and Curb Maintenance

Completed: December 2024

Cost: \$211,225.50

Remove & replace approx. 3200 LF of curb & gutter, R&R approx. 1300 SF of sidewalk and R&R 7 ADA ramps at various locations throughout the City.

**City of Merriam, KS**

9001 W 62<sup>nd</sup> St  
Merriam, KS 66202

Caleb Hunt, Facilities Superintendent  
913-322-5574  
chunt@merriam.org

Project: Station 46 Driveway/Apron Replacement

Completed: October 2025

Cost: \$134,964.00

Remove & replace driveway paving in front of Fire Station 46 emergency bays.

# *SB Wyatt Contracting, Inc.*

18017 S State Rt Y  
Belton, MO 64012

Ph. 816-322-6557

Fax 816-322-6778

[sbwyatt@sbwyatt.com](mailto:sbwyatt@sbwyatt.com)

## **City of Sedalia, MO**

200 S Osage Ave  
Sedalia, MO 65301

Jeremy Stone, PW Project Manager

660-851-7689

[jstone@sedalia.com](mailto:jstone@sedalia.com)

Project: Storm Drainage Improvements Project Area 14

Completed: August 2024

Cost: \$506,877.35

Removed & replaced approx. 700 LF of storm sewer, R&R curb & gutter, R&R sidewalk, R&R Driveways and R&R ADA ramps along Center Ave.

## **Campbell & Johnson, P.A.**

113 W 7<sup>th</sup> Street  
Concordia, KS 66901

Jason Johnson, President

785-243-1755

[j.johnson1410@gmail.com](mailto:j.johnson1410@gmail.com)

Project: Street & Storm Sewer Improvements

Completed: October 2022

Cost: \$1,249,970.00

Installation of approx. 1100 LF of 15"-36" RCP Storm Sewer Pipe/Inlets in addition to excavation, prep and construction of 7300 SY of 8' concrete pavement and 5.5 million gallon detention pond.

Project: Concrete Parking Lot & Lighting System

Completed: September 2022

Cost: \$210,230.00

Preparation for and construction of a 1500 SY 6" concrete parking lot and overhead lighting system.

## **City of Gladstone, MO**

4000 NE 76<sup>th</sup> Street  
Gladstone, MO 64119

Tim Nebergall

816-436-5442

[timn@gladstone.mo.us](mailto:timn@gladstone.mo.us)

Project: 2022/2023 Water Main Replacements

Completed: August 2024

Cost: \$1,731,185.21

Installed approx. 9500 LF of watermain, removed and replaced approx. 8000 LF of street and all associated curb and sidewalk.

Project: Rock Creek Greenway Trail

Completed: December 2021

Cost: \$705,626.00

Constructed approx. 1900 LF of 10' wide concrete trail, including big block retaining wall and related appurtenances along Rock Creek.

# *SB Wyatt Contracting, Inc.*

18017 S State Rt Y  
Belton, MO 64012

Ph. 816-322-6557

Fax 816-322-6778

[sbwyatt@sbwyatt.com](mailto:sbwyatt@sbwyatt.com)

## **Orr Construction Management**

6632 Raytown Rd, Suite A  
Raytown, MO 64133

Kenny Orr, President

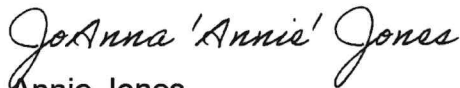
816-313-2856, ext 101

[korr@ocmkc.com](mailto:korr@ocmkc.com)

We have completed millions of dollars worth of work as a subcontractor for OCM starting prior to 2009, completed millions of dollars worth of work as a joint venture with OCM as Orr Wyatt Streetscapes and have completed work for Kenny Orr personally. Scopes have included repair/replacement/construction of: street, sidewalk, curb & gutter, driveway, retaining wall, ADA ramp, water main, booster pump station, storm sewer, sanitary sewer and other misc scopes.

Thank you for your consideration on this project. We are looking forward to potentially working with the City of Raymore, MO and delivering a project that we can all be proud of.

Sincerely,



Annie Jones

Office Administrator

[annie.jones@sbwyatt.com](mailto:annie.jones@sbwyatt.com)

**PROPOSAL FORM D**

RFP 26-004

Proposal of SB WYATT CONTRACTING INC, organized and  
(Company Name)  
existing under the laws of the State of MISSOURI, doing business  
as (\* ) SB WYATT CONTRACTING INC

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 26-004 – Demolition 204 S Adams/317 N Jackson.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) 1, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(\* ) Insert "a corporation, a partnership, or an individual" as applicable.

**\*REVISED\* BID PROPOSAL FORM E – Project No. 26-004**

**DEMOLITION 204 S ADAMS/317 N JACKSON**

**204 South Adams Street**

Bid Items	Units	Estimated Quantities	\$/Units	Total
Mobilization, Bonds and Insurance	LS	1	1,500.00	\$ 1,500.00
Site Preparation	LS	1	1,200.00	1,200.00
Demolition & Removal	LS	1	4,500.00	\$ 4,500.00
Grading & Restoration	LS	1	1,800.00	\$ 1,800.00
Seeding	LS	1	1,500.00	\$ 1,500.00
Asbestos Survey	LS	1	800.00	\$ 800.00
<b>TOTAL BID</b>				11,300.00

**317 North Jackson Street**

Bid Items	Units	Estimated Quantities	\$/Units	Total
Mobilization, Bonds and Insurance	LS	1	2,600.00	\$ 2,600.00
Site Preparation	LS	1	2,200.00	2,200.00
Demolition & Removal	LS	1	13,000.00	\$ 13,000.00
Grading & Restoration	LS	1	2,900.00	\$ 2,900.00
Gravel overlay	LS	1	4,500.00	\$ 4,500.00
Asbestos Survey	LS	1	800.00	\$ 800.00
<b>TOTAL BID</b>				26,000.00

**Company Name** SB WYATT CONTRACTING INC

**Total Base Bid for Project Number: 26-004**

\$ 37,300.00

**In the blank above insert numbers for the sum of the bid.**

**(~~\$~~ THIRTY-SEVEN THOUSAND THREE HUNDRED DOLLARS & ZERO/CENTS)**

**In the blank above write out the sum of the bid.**

**317 North Jackson Street - ALTERNATE - Leave Steel Structure**

Bid Items	Units	Estimated Quantities	\$/Units	Total
Credit if Steel Structure is left intact as stated	LS	1	2,500.00	- 2,500.00
TOTAL BID - CREDIT				- 2,500.00

**\*REVISED\* BID PROPOSAL FORM E - RFP 26-004  
CONTINUED**

**Company Name** SB WYATT CONTRACTING INC

**By** *Seth Wyatt*  
Authorized Person's Signature

SETH WYATT, PRESIDENT  
Print or type name and title of signer

**Company Address** \_\_\_\_\_

18017 S STATE ROUTE Y

BELTON MO 64012

**Phone** 816-322-6557

**Fax** 816-322-6778

**Email** ANNIE.JONES@SBWYATT.COM

**Date** 1/20/2026

**ADDENDA**

Bidder acknowledges receipt of the following addendum:

Addendum No. 1

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_

**ADDENDUM NO. 1**

Demolitions

Project #26-004

All plan holders are hereby notified and agree by signature below, that the proposal includes consideration of the following changes, amendments, and/or clarifications and costs associated with these changes and are included in the proposal.

**Addendum No. 1 - Question and clarification.**

**1. Question:** Do you want the parking lot removed at the storage facility?

**Response:** Asphalt Parking Lot: The base bid of full removal includes the entire asphalt parking lot surrounding the building, not just the building and concrete pad.

**2. Question:** Where should the water be capped off at?

**Response:** Should be capped off all the way back to the meter itself.  
Map is included for location of meter.

**3. Question:** Are the electric utilities off at the Jackson St. building and do you want them removed?

**Response:** Utilities will be confirmed to be off before beginning work and yes remove secondary service. The owner is responsible to contact the energy provider, Every, to disconnect from the transformer.

**3. Clarification:** Contractor is responsible for asbestos survey. If asbestos is present a change order would be done for abatement.  
New line item added to bid tab.

**4. Bid Tab Alternate:** Added to bid tab

- Leave only the "red steel" structure and concrete flooring. (essentially a skeleton structure of concrete and steel framing)
- Leave surrounding asphalt parking lot
- Utilities to be stubbed for future use
- Removal of all items including siding, garage doors and apparatuses associated, any built in shelves, rooms. etc.

I hereby certify that the above have been considered and associated costs have been included in this bid.

Company Name: SB WYATT CONTRACTING INC

By: SETH WYATT

Title: PRESIDENT

Address: 18017 S STATE ROUTE Y

City, State, Zip: BELTON MO 64012

Date: 1/20/2026 Phone: 816-322-6557

Signature of Bidder: *Seth Wyatt*

**ADDENDUM MUST BE SUBMITTED WITH BID**



**BLUE** indicates water main coming from alley (service line location unknown at this time)  
**GREEN** indicates sanitary sewer main along Adams Street (service line not shown)

**E - VERIFY AFFIDAVIT**

(As required by Section 285.530,RSMo)

As used in this Affidavit, the following terms shall have the following meanings:

**EMPLOYEE:** Any person performing work or service of any kind or character for hire within the State of Missouri.

**FEDERAL WORK AUTHORIZATION PROGRAM:** Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

**KNOWINGLY:** A person acts knowingly or with knowledge,  
(a) with respect to the person’s conduct or to attendant circumstances when the person is aware of the nature of the person’s conduct or that those circumstances exist; or  
(b) with respect to a result of the person’s conduct when the person is aware that the person’s conduct is practically certain to cause that result.

**UNAUTHORIZED ALIEN:** An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority personally appeared SETH WYATT, who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: SETH WYATT

Company: SB WYATT CONTRACTING INC

Address: 18017 S STATE ROUTE Y BELTON MO 64012

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project # 26-004.
- 3 Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

4 Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

SB WYATT CONTRACTING INC

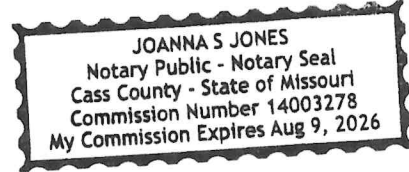
Company Name

*Seth Wyatt*

Signature

Name: SETH WYATT

Title: PRESIDENT



STATE OF MISSOURI COUNTY OF CASS

Subscribed and sworn to before me this 20TH day of JANUARY, 2026.

Notary Public: *Joanna S Jones*

My Commission Expires: 8/9/2026 Commission # 14003278

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Contractor; and
- 2 A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security -Verification Division.

## THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

### ARTICLE I

#### PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and **SB Wyatt Contracting, INC** (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

### ARTICLE II

#### FUNCTIONS TO BE PERFORMED

##### A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).



E-VERIFY IS A SERVICE OF DHS

Company ID Number: 299429

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer SB Wyatt Contracting, INC

Joanna S Hill

Name (Please Type or Print)

Title

Electronically Signed

Signature

01/26/2010

Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

Signature

01/26/2010

Date



CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM

DATE: 1/27/2026  
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks & Recreation  
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST  
Parks and Trails Public Art Locations - 2026

STRATEGIC PLAN GOAL / STRATEGY  
1.2.1 Create a physical environment that inspires a sense of pride

FINANCIAL IMPACT

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
----------------------	--------------------

STAFF RECOMMENDATION:  
Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

- 2025 Parks & Trails Public Art Location Plan

BACKGROUND / JUSTIFICATION

In April 2024 the Park Board reviewed the public art location plan during a work session. Staff was directed to update the locations listed on the plan and provide a final draft in an upcoming business meeting. The plan is to be reviewed annually or as needed and provided to the Raymore Arts Commission. No changes are recommended to the plan approved in 2024. Staff recommends proceeding with the approved work plan.

# Parks and Trails Public Art Locations - 2026

<b>Park Locations for Public Art</b>			
<b>Map Location</b>	<b>Park</b>	<b>Area</b>	<b>Site Description</b>
1	Memorial Park	Memorial Park Arboretum Trailhead	South Trailhead entrance of the Memorial Park & Arboretum at the pedestrian crosswalk on Lucy Webb.
2	Recreation Park	RP Trail	To be placed at the beginning of the trail in Recreation Park along Madison St.
3	Recreation Park	Kiosk & Flag Pole	Revamping of the landscaping at the RP Flag Pole near the Optimist Shelter and playground.
5	Hawk Ridge Park	South trail by the pedestrian bridge	Where the trail splits, there is a triangle area. Park Staff have planted trees in that area, but they can be moved.
6	Hawk Ridge Park	North parking area	Grass area west of the Fishing Dock
7	Recreation Park	Pickleball Courts	Utilizing the pillar that the former skate park art was mounted on or surrounding locations.
8	Good Parkway	Foxridge Dr. Trailhead	Across the street from Stonegate Elementary.
<b>Future Sites for Consideration</b>			
<ol style="list-style-type: none"> <li>1. The Ranch (future parkland dedication)</li> <li>2. Parkside Dog Park</li> </ol>			

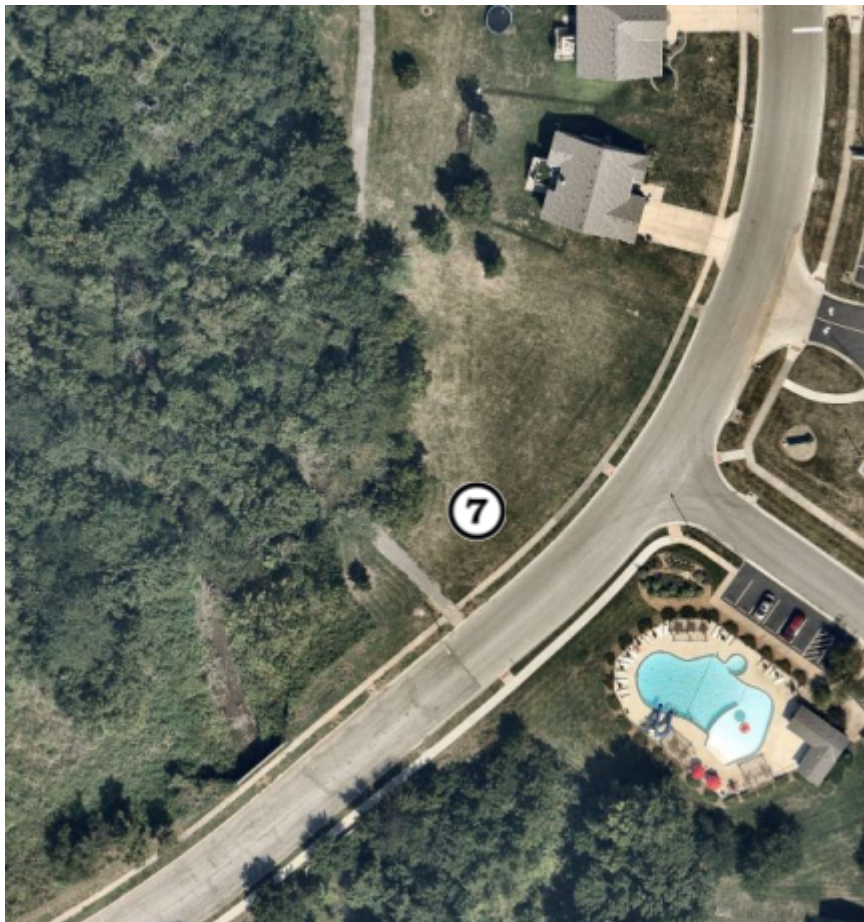
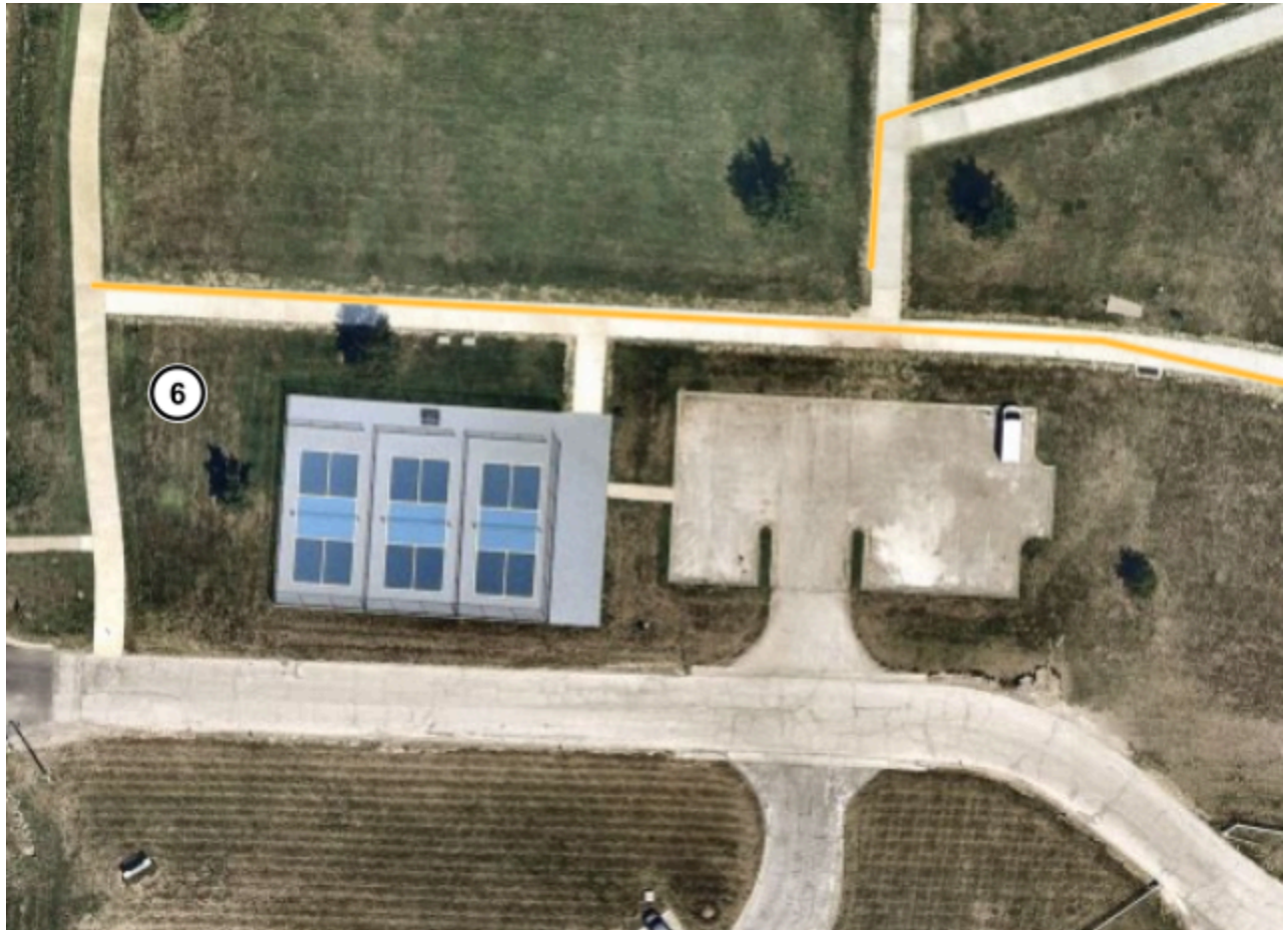
These locations have been evaluated and approved by the Parks and Recreation Board to present to the Arts Commission as acceptable and encouraged for public art as provided through the public art committee process. This plan is scheduled for an annual review by the Parks and Recreation Board, however, the plan will remain in place and serve as the guide for public art locations until such review is updated by the Parks and Recreation Board.

All other public art to be located in a public park or property under the care of the Raymore Parks and Recreation Board must be presented to the Raymore Parks and Recreation Board to approve the location prior to the public art process through the Raymore Arts Commission.

Approved by the Parks & Recreation Board: \_\_\_\_\_









CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM

DATE: 1/27/2026  
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation  
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Budget Amendment - Centerview Heat Exchanger

STRATEGIC PLAN GOAL / STRATEGY

Goal 7.2 - Develop and maintain parks and facilities that sustain a diverse variety of recreational opportunities for the enjoyment of all residents.

FINANCIAL IMPACT

\$5,300

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Approve

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. BA - Martin Mechanical

BACKGROUND / JUSTIFICATION

In early January, one of the heaters at Centerview stopped working. Staff contacted the HVAC contractor for City Facilities for service. The heat exchanger was no longer operable, requiring an emergency replacement. The City Manager authorized an emergency repair according to the purchasing policy, however, a budget amendment is required to transfer funds from the parks fund balance to cover the unexpected expense.



CITY OF RAYMORE

PURCHASING QUOTE FORM

Date: January 12, 2026 Department: Park & Recreation

Requested by: Nathan Musteen

Item/Service to be purchased: Heat Exchanger

Three Quote Exception: \_\_\_\_\_

Company Name	Contact Person	Website	Phone #	Price Quoted
Martin Mechanical	Justin Pessetto	martinkc.com	816-842-2900	\$5300.00

Signature: *[Signature]* GL Account(s) to be used: 25-27-7320-1010

This form is to be used in all cases where formal bid specifications are not prepared. A minimum of three quotations are required. Situations where three quotations can not be obtained shall be noted on this form or any attached pages. Acceptance of other than the lowest quote shall be accompanied with an explanation of the circumstances requiring the acceptance of a higher quotation. Written confirmations are encouraged and should be attached to this form.



**From** **Martin Mechanical, Inc.**  
 4009 East 138th Street  
 Grandview MO 64030  
 (816) 842-2900  
<https://martinkc.com/>

**Quote No.** 0001185  
**Type** Repair  
**Prepared By** Justin Pessetto  
**Created On** 01/12/2026

**Quote For** **City of Raymore**  
 Center View Facility  
 227 Municipal Cir  
 Raymore MO 64083

### Description of Work

Unit Number: RTU 4 Manufacturer: Lennox Model: LGH060S4TU4Y Serial Number: 5617B08612  
 Remove and replace Heat Exchanger and safeties

- Heat Exchanger
- Corbell plate
- Control Limit rollout
- Limit control

### Services to be completed

[HVAC] Rooftop Unit - RTU 4 Lennox LGH060S4TU4Y 5617B08612  
 Replace heat exchanger and safeties.

### Parts, Labor, and Items

	Quantity
HVAC Quoted Labor	
HVAC Quoted Equipment	20
	1
<b>GRAND TOTAL</b>	<b>\$5,300.00</b>

### Additional Customer Information

ComputerEase # CITY15

### Terms and Conditions

1. Introduction - Welcome to Martin Mechanical, Inc. These Terms and Conditions govern your use of our services and website. By accessing or using our services, you agree to be bound by these terms.
2. Services - We are a mechanical contractor operating under NAICS Code 238220, providing mechanical contracting services, including HVAC installation and maintenance, plumbing, piping, and other mechanical system solutions for commercial, industrial, and residential clients. Our services include system design, repair, replacement, and preventative maintenance to ensure optimal performance and compliance with industry standards. We reserve the right to modify or discontinue any part of our services without notice.
3. User Responsibilities
  - Provide accurate information when using our services.
  - Comply with all applicable laws and regulations.
  - Do not misuse or exploit our services for unauthorized purposes.

4. Payments and Billing

- a. Payment Terms: Standard payment terms are Net 30 days from the invoice date.
- b. Fees for services are outlined in your agreement.
- c. Payments must be made on time to avoid service interruptions.
- d. No refunds unless explicitly stated.
- e. Service Customers: Customers requiring service who do not receive credit approval will be on a Cash on Delivery (COD) basis. This requires a credit card prepayment for service, which includes a two-hour minimum charge of \$272 plus a \$75 transportation charge. The technician will attempt to resolve the issue (without purchasing materials) or will provide a quote that must be prepaid before further work is performed.
- f. Late Payments: Invoices not paid within terms are subject to a 1.5% monthly interest charge on the outstanding balance.
- g. Administrative Fees: A \$50 administrative fee will be applied to service customer invoices that reach 90 days past due.
- h. Returned Checks: Any returned check will incur a \$25 returned check fee.
- i. Invoice Processing: A standard administrative fee of \$10 will be applied for service customer invoice submissions to third-party portals.
- j. Credit Card Payments: 4% processing surcharge applies (Surcharge does not exceed our cost of acceptance and does not apply to debit cards)

5. Liability and Disclaimers

- a. Martin Mechanical Inc. provides all services on an "as is" and "as available" basis, without any express or implied warranties, including but not limited to warranties of merchantability or fitness for a particular purpose.
- b. We are not responsible for damages arising from factors beyond our control, including but not limited to unforeseen site conditions, third-party actions, supply chain delays, or customer-provided materials or equipment.
- c. In no event shall Martin Mechanical, Inc. be liable for indirect, incidental, special, or consequential damages, including but not limited to loss of business, revenue, profits, or data, arising from service delays, malfunctions, or failures.
- d. Our total liability for any claim related to services provided shall not exceed the amount paid for the specific service in question.
- e. Customers acknowledge that mechanical systems require maintenance, and that service work does not guarantee indefinite performance without future issues.
- f. Customers are responsible for securing all necessary permits, approvals, or access required for us to complete the service.
- g. Warranties on labor and materials are limited to those explicitly stated in the service agreement. Any issues arising outside of these terms will be the customer's responsibility.

6. Termination

- a. We may suspend or terminate your access to our services for violations of these terms.
- b. Upon termination, your rights to use our services cease immediately.

7. Governing Law

- a. These terms are governed by the laws of Missouri - Jackson County.
- b. Any disputes will be resolved in the courts of Missouri - Jackson County.

8. Changes to Terms

- a. We may update these terms from time to time.
- b. Continued use of our services after changes constitutes acceptance of the new terms.

9. Contact Information: If you have any questions, please contact 816-842-2900 or AR@martinkc.com

By my signature below, I authorize work to begin and agree to pay the Grand Total according to the terms and conditions of this agreement.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

hotos

