



AGENDA

Finney County Committee on Aging, Inc.

Finney County Senior Center Meeting Room • 907 North 10th, Garden City, KS 67846

Thursday, May 21, 2026 • 1:30 pm – 3:30 pm

INVOCATION & CALL TO ORDER.....Nathan Haeck

APPROVAL OF AGENDA Board Members

PUBLIC COMMENT Public

CONSENT AGENDA

- Approval of Minutes: April 16, 2026
- Staff Reports: April 2026
 - RSVP
 - Client Services

TREASURER'S REPORT Hilary Whiteley

TRANSIT DIRECTOR'S REPORTJoe Hopkins

- Informational updates:
 - KDOT Award Update
 - Locks Update

EXECUTIVE DIRECTOR'S REPORTAlissa Rankin

- Informational updates:
 - Lawn Care Bids
 - Brick Engraving Fundraiser
 - Quilt Raffle Fundraiser
 - Physical Therapy Sharing Session

OLD BUSINESS

- Lawn Care Bids Review & Vote.....Alissa Rankin

NEW BUSINESS

- Association Requests:
 - Front Entryway Carpet Replacement Alissa on Behalf of Sue
 - Added Door Lock & Handle on Outside Door by Greenhouse..... Alissa on Behalf of Sue

FCCA QUESTIONS & COMMENTS

- | | |
|------------|------------------------|
| • Nathan | • Kelly |
| • Carol | • Shelley |
| • Jennifer | • Verlène |
| • Kathy | • Commissioner Schultz |

ANNOUNCEMENTS

EXECUTIVE SESSION

“Mister Chairperson, I move to recess into executive session to discuss matters of non-elected personnel, performance or salary or real property which are deemed confidential. We will reconvene into open meeting in the

_____ room at _____ pm. We welcome _____.”

ADJOURNMENT

FINNEY COUNTY COMMITTEE ON AGING

Minutes for April 23, 2026

FCCA PRESENT

Kathy Pool Nathan Haeck
Carol Hauschild
Shelley Stroup
Verlene Kunz

STAFF PRESENT

Hilary Whiteley Marty Dinkel
Alissa Rankin Joe Hopkins
Caroline Casper

Absent: Kelly Munyan, Jennifer Mongeau
County Commissioner: None
Guest(s): None

INVOCATION

CALL TO ORDER:

Nathan called the meeting to order at 1:30pm.

APPROVAL OF AGENDA:

Kathy moved to approve the agenda as written. Carol seconded. Motion carried.

PUBLIC COMMENT:

None

CONSENT AGENDA:

Verlene moved to approve the consent agenda. Carol seconded. Motion carried.

TREASURER'S REPORT:

March 2026 reports attached. Carol moved to accept the treasurer's reports. Kathy seconded. Motion carried.

TRANSIT REPORT:

Joe Hopkins: Report attached.

EXECUTIVE DIRECTOR'S REPORT:

Alissa Rankin: Report attached.

OLD BUSINESS:

1. **Staff Juneteenth Holiday:** No action taken.

NEW BUSINESS:

1. **Commissioner Schultz Visit:** Alissa invited the board members to 5/19/26 meet-and-greet with Commissioner Schultz. No action taken.

2. **Kansas Open Records Act Freedom of Information Officer:** Carol moved to designate the Executive Director position as the Freedom of Information Officer. Verlene seconded. Motion carried.
3. **Lawn Care Bids:** No action taken.
4. **Use of Blue Room:** No action taken.
5. **KDOT Budget:** Alissa, Joe, and Hilary presented ideas on use of FCT carryover funds. Tabled until next meeting.

FCCA QUESTIONS AND COMMENTS:

Nathan – Glad things are moving forward. Appreciates everyone’s hard work.

Carol – None

Jennifer – n/a

Kathy – Marty put on a nice reception for volunteers yesterday.

Kelly – n/a

Shelley – None

Verlene – None

ANNOUNCEMENTS:

Next FCCA Board meeting will be on Thursday, May 21st, 2026, at 1:30pm.

EXECUTIVE SESSION:

Carol moved to go into Executive Session to discuss matters of non-elected personnel performance or salary which are deemed confidential. Board members plus Hilary and Alissa will be in Executive Session. The open meeting shall reconvene in the Blue Room at 3:00pm. Shelley seconded. Motion carried.

Open Session: 3:00pm.

No action taken.

ADJOURNMENT:

Carol moved to adjourn at 3:00pm. Verlene seconded. Motion carried.

Respectfully submitted,

Nathan Haeck

Carol Hauschild

**RSVP
April 2026**

We completed 1,594 Federal, State & Homestead returns this tax season. Returns prepared generated \$687,260.00 in refunds. These amounts do not include prior years or Homestead. We continue to serve several individuals from out of town. The volunteers are super troopers! Volunteers provided 728 hours of service helping with the tax program and staff put in long hours. The service provided is priceless.

I completed and submitted the required documents for the annual Workman's Comp Audit. Our United Way Allocation Hearing was on the 8th. I took a couple of volunteers to the hearing to tell them why they volunteer and what all they do. I feel that it went very well.

We held a come and go for our volunteers during National Volunteer Week. It's always a great time to get to visit with the volunteers and show our appreciation.

Volunteers helped collate mailings/bags for Convention and Visitors Bureau, Trinity Lutheran Church, and the Senior Center. The "Cookie Brigade" baked 48 dozen cookies for all the first responders. They made 185 greeting cards for the Assisted Living/Nursing homes. Labeled clam shells for MOW's and delivered MOW's the last week of April.

**Marty Dinkel
RSVP Director**

April 2026

The following are the meals ordered by the Meals on Wheels program for April 2026.

Number of Meals	Cost	Total
1980	\$4.80	\$9,504.00
Number of Sack Lunches	Cost	Total
200	\$4.80	\$ 960.00
Total Cost		\$10,464.40

Common Sprit
410 E. Walnut Street
Garden City, Kansas 67846

Eldercare Number of Meals	Cost	Total
1225	\$ 4.80	\$ 5,880.00

Activities:

Movie Fridays are going well. Each Friday we gain one or two people. (Shout out to Jessica for all her help starting the movies) People have commented on how nice it is to watch good clean movies.

Bible study is a well-attended group, as well as Bingo and Exer

April 21st, Senior Expo in Dodge City. 10 Senior participated. Seniors are wanting to have our own Expo next year.

We cancelled out garage sell in in April. New date is May 29th.

We have lost several people to nursing homes and death.

New Business/ Updated

Received the United Way Grant for \$ 35,000.00

Will Hear from Finnup Grant in June of 2026.

We have 3 qualified drivers for our program that are willing to assist ElderCare in programming activities. To utilize the Mini Van, it is our understanding they needed to be trained CDL drivers to be added to our insurance for everyone's protection. They're willing to provide an MVR record and their Medical Certification that shows they are medically sold to drive a agency vehicle.

Respectfully submitted,

Caroline Casper Director of Community Services



FCT MONTHLY REPORT

April 2026

City Link	Mini Bus
4211	1183

April	2026
6	Reveal meeting
10	Reveal meeting
14	FCTAC meeting
16	FCCA Board Meeting
22	Reverse job fair

May	2026
11	AD Interviews
19	FCTAC meeting
20	RTAP and Defensive Driving
21	FCCA Board Meeting
25	Memorial Day

MTM Go App -- Title II

4 of 5 buses gone

Two new drivers

Joseph D Hopkins
Finney County Transit Director

Finney County Committee on Aging, Inc.
Balance Sheet
As of April 30, 2026

	Apr 30, 26	Apr 30, 25
ASSETS		
Current Assets		
Checking/Savings		
10000.8 · WSB - CD (5month)	92,042.62	0.00
10000.7 · WSB - Nutrition	10,535.19	10,173.35
10000.5 · WSB - Programming	172,012.91	166,105.07
10000.4 · WSB - City Link	129,614.50	125,162.85
10000.3 · WSB - Mini Bus	238,102.71	229,925.01
10000.2 · WSB - Meals on Wheels	28,996.64	28,000.75
10000.1 · WSB - Operating	1,142,564.06	1,068,910.17
10000 · WSB Checking	146,534.73	206,898.86
10100 · Petty Cash	329.08	329.08
Total Checking/Savings	<u>1,960,732.44</u>	<u>1,835,505.14</u>
Total Current Assets	<u>1,960,732.44</u>	<u>1,835,505.14</u>
Fixed Assets		
15161 · Land, at cost	717,668.12	717,668.12
15164 · Bldg & Outside Improvements	914,258.28	914,258.28
15000 · Furniture and Equipment	26,518.07	26,518.07
16400 · Vehicles	881,369.33	726,137.23
Total Fixed Assets	<u>2,539,813.80</u>	<u>2,384,581.70</u>
TOTAL ASSETS	<u>4,500,546.24</u>	<u>4,220,086.84</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
22000 · Deferred revenues	110,524.82	118,201.89
24000 · Payroll Liabilities	2,014.26	1,753.56
Total Other Current Liabilities	<u>112,539.08</u>	<u>119,955.45</u>
Total Current Liabilities	<u>112,539.08</u>	<u>119,955.45</u>
Total Liabilities	<u>112,539.08</u>	<u>119,955.45</u>
Equity		
31500 · Temp. Restricted Net Assets	1,058,872.93	1,058,872.93
32000 · Unrestricted Net Assets	3,076,536.66	2,842,764.03
Net Income	252,597.57	198,494.43
Total Equity	<u>4,388,007.16</u>	<u>4,100,131.39</u>
TOTAL LIABILITIES & EQUITY	<u>4,500,546.24</u>	<u>4,220,086.84</u>

Finney County Committee on Aging, Inc. Profit & Loss by Class - Month

April 2026

	SC	MOW	Nutrition	FCT	TOTAL	
	Apr 26	Apr 26	Apr 26	Apr 26	Apr 26	Apr 25
Ordinary Income/Expense						
Income						
40000 · Grants / Contracts	16,155.09	3,503.17	5,679.42	58,754.66	84,092.34	118,907.96
41000 · Local Match	0.00	0.00	0.00	830.00	830.00	1,028.00
47200 · Program Income	0.00	4,494.40	0.00	2,599.41	7,093.81	8,213.68
43500 · Donation / Memorial Income	100.67	11,045.00	0.00	0.00	11,145.67	1,716.00
44000 · Other Revenue (Nonmatch)	3,793.86	83.18	30.22	1,054.78	4,962.04	4,957.18
48095 · Gain / Loss Sale of Assets	0.00	0.00	0.00	13,425.00	13,425.00	0.00
Total Income	20,049.62	19,125.75	5,709.64	76,663.85	121,548.86	134,822.82
Gross Profit	20,049.62	19,125.75	5,709.64	76,663.85	121,548.86	134,822.82
Expense						
60000 · Payroll Expenses	7,207.80	5,591.85	4,035.90	59,456.95	76,292.50	100,157.79
60900 · Advertising	0.00	0.00	0.00	801.75	801.75	114.20
62100 · Contract Services	171.90	9,792.00	0.00	51.10	10,015.00	150.00
62800 · Facilities and Equipment	5,620.35	25.19	0.00	5,128.25	10,773.79	12,442.53
63000 · Office Expenses	414.84	273.60	0.00	30.48	718.92	774.48
64000 · Vehicle Related Expenses	0.00	63.90	0.00	10,984.24	11,048.14	2,058.73
65000 · Communications	28.70	22.75	14.70	234.35	300.50	893.25
65100 · Other Types of Expenses	8,400.00	0.00	0.00	80.00	8,480.00	6,800.10
66000 · Dept. Expenses	62.23	241.54	234.10	0.00	537.87	1,146.88
68300 · Travel and Meetings	0.00	0.00	0.00	50.02	50.02	0.00
Total Expense	21,905.82	16,010.83	4,284.70	76,817.14	119,018.49	124,537.96
Net Ordinary Income	-1,856.20	3,114.92	1,424.94	-153.29	2,530.37	10,284.86
Other Income/Expense						
Other Expense						
80100 · Capital Purchases	0.00	0.00	0.00	1,053.44	1,053.44	13,065.00
Total Other Expense	0.00	0.00	0.00	1,053.44	1,053.44	13,065.00
Net Other Income	0.00	0.00	0.00	-1,053.44	-1,053.44	-13,065.00
Net Income	-1,856.20	3,114.92	1,424.94	-1,206.73	1,476.93	-2,780.14



Finney County Committee on Aging Board of Directors Meeting

March 2026 Executive Director Report

Alissa Rankin

Activities

- Garden City Telegram Senior Showcase Column with senior activities, menus, and senior showcase article. Topics include:
 - 4/8/26 – Healthy Cooking on a Budget with 3 Pantry-Friendly Recipes
 - 4/15/26 – March for Meals on Wheels (MOW) Promotion
 - 4/22/26 – Needs of Life and Social Connection
 - 4/29/26 – Importance of Spending Time Outdoors
- Southwest Kansas Area Agency on Aging (SWKAAA) – Met with Information and Assistance Specialist. Scheduled three presentations for Friendship Meal time:
 - 4/2/26 Presentation – General overview of services provided by SWKAAA
- Upcoming SWKAAA presentations include:
 - 5/13/26 – Senior Health Insurance Counselor services and general Medicare overview
 - 6/17/26 – Operation Red File overview: First responders and emergency staff access participants' copies of medical information, current photograph, medication list, medical coverage information, etc. This can be used to instantly access medical history and medication in an emergency, avoid delays caused by trying to get information from potentially confused patients, ensure that the family/responsible party will be notified quickly, and have a photograph available in the case of a Silver Alert.
- Kansas Department of Health and Environment (KDHE) Matter of Balance workshop was canceled. No additional leaders are available for instructing and they will not allow a single instructor to host the class. Asked KDHE for next steps regarding the grant funding.
- Met with Nancy Randolph regarding her Southwest Kansas Concert ticket idea, and providing/coordinating transportation in evenings for participants, and shared with Caroline for proceeding forward.
- Worked with Hilary to determine the minimum amount charged on the new Square account to break even with the service fees. Changed March for MOW, Capital Campaign donations, and building rental to a minimum of \$50 charge.
- Met with Alzheimer's Support Group to discuss them holding respite activities for up to three people on the 2nd and 4th Tuesdays from 2 pm – 4 pm. They have one to two family members or support people stay at the senior center for the scheduled time with the individuals who have Alzheimer's. The caregivers take turns. Then the other caregivers can leave for the 2 hours to take care of any appointments that they might have. Developed a set of guidelines for the group to follow to utilize the Blue Room space.

Building

- Building Expansion Project
 - Senior & Community Listening Session with New Promotional Video
 - 4/7/26



Finney County Committee on Aging Board of Directors Meeting

March 2026 Executive Director Report

Alissa Rankin

- Presented to Zoolander walking group on 4/6/26. Sent follow-up emails and written letters to them on 4/28/26.
- Reviewed contracts with Architect
- Salmagundi Group canceled as they are no longer meeting through the Spring and Summer.

Worked with Manny to develop a tri-fold brochure with a QR code, photos, etc. to share during listening sessions.

Coordinated with John Ross & Co. to cater the physical therapist informational session in May. Ordered sample fundraiser brick and brochure.

Staff

- March for MOW total fundraising income received to date: \$14,045.00.
- Finney County Budget Proposal
 - Presented to Finney County Fiscal Committee on 4/2/26 with Hilary.
 - Increase in salary for all hourly employees
 - Request funding for new bus in 2027
- Kansas Department of Transportation Reimbursement
 - Scheduled to review process with Joe for May 2026
- Advertised for and joint interviewed for multiple Finney County Transit (FCT) driver position applicants.
- Provided support for posting of Assistant Director position at FCT. Coordinated promotion on FCT, senior center, and both Facebook profiles.
- Encouraged staff to attend the Annual Health and Resource Fair at the Presbyterian Church. Registered Caroline and Joe to attend and talk about services and activities.
- Supported Caroline in creating a tracking system for the monthly Meals on Wheels numbers for funders.
- Switched printers with Caroline rather than ordering a new printer for her. Her old printer is unable to be used for printing daily MOW labels.
- Transitioned to one-on-one meetings every other week with staff. Held them for April on:
 - Joe – 4/1, 4/15
 - Hilary – 4/1, 4/15
 - Caroline – 4/9, 4/23
 - Jessica – 4/1, 4/15

Other

- Spent several days on phone with IT mapping QuickBooks on computer to county servers.
- Updated Senior Center & FCT websites
 - Opened bid for lawn care services on 4/20/26. It will close on 5/8/26. Posted online, on social media, and promoted with local contacts.
<https://forms.monday.com/forms/eaede07b94a0c7151ab7e4cefd0ed3a2?r=use1>.
 - Sent direct invitations to six agencies requesting bids.



Finney County Committee on Aging Board of Directors Meeting

March 2026 Executive Director Report

Alissa Rankin

- Removed spraying portion of bid and sent notices out to invitees due to Pro-Tech's current agreement to provide these services. Alerted them that they will be required to submit a bid for 2027.
- Rescheduled FCCA Board of Directors Meeting to 4/23/26.
- Learned about NXTUS' Community Health & Vibrancy Pilot Competition
- Ordered Open/Closed LED signs for front door of senior center at board members' request.
- Ordered "Watch Your Step" signs after two falls near entrance outside of senior center building.

Moving Forward

- Dr. Wes Wickwar, Physical Therapist presented on 5/5/26 on Falls Prevention.
- Met with FCSC Receptionists on 5/5 to have Jess do a refresher training for them on the phone system.
- Finney County Board of County Commissioners budget presentation on 5/11/26.
- 5/14 – SWKAAA presentation on KRAD (Kansas Respite for Alzheimer's and Dementia Program) for Alzheimer's Support Group
- 5/19 – FiCo Commissioner, Gerry Schultz visiting
- 5/20 – Commodities
- 5/22 – Physical Therapists Listening Session
- 5/27 – Physical Therapists Virtual Listening Session #1
- 5/28 – Senior Center Garage Sale Day 1
- 5/29 – Senior Center Garage Sale Day 2
- 6/2 – Physical Therapists Virtual Listening Session #2
- Forwarded two completed KRAD applications to SWKAAA for senior center members.



Finney County Committee on Aging, Inc.

Bid Documents & Specifications

2026 Contracted Mowing, Trimming, and
Treatment Services for Finney County Committee on
Aging, Inc. Grounds

Alissa Rankin, Executive Director

Contents

Information for Bidders 3-4

Nondiscrimination Clause 5

Facilities’ Addresses and Map..... 6-7

Bid Pricing Form 8-9

Information for Bidders

1. Invitation to Bid: The Finney County Committee on Aging, Incorporated (FCCA) is NOT a property of Finney County, Kansas. FCCA hereby solicits sealed bids from qualified and responsible contractors to provide mowing, trimming, edging, and grounds treatment services for designated FCCA-owned facilities in accordance with the specifications set forth herein. **Bid opening will be Monday, April 20, 2026 at 9:00 am.**
2. Scope of Services: The successful bidder (contractor) shall provide routine grounds maintenance including, but not limited to:
 - Mowing turf areas
 - Trimming and edging around buildings, sidewalks, curbs, trees, and fences
 - Blowing off sidewalks, parking lots, and entrances
 - Removal of grass clippings from paved surfaces
 - Maintaining a neat and professional appearance
3. Term of Contract: One (1) year commencing May 25, 2026, subject to approval by the FCCA Board of Directors.
4. Service Schedule: Weekly, bi-weekly, or monthly services from May 25, 2026, through November 30, 2026, weather permitting. FCCA may adjust the frequency as needed.
5. ~~Grounds Treatment Requirements~~
 - a. ~~Pre-Emergent Weed Control~~
 - i. ~~Spring application (May)~~
 - ii. ~~Fall Application (October)~~
 - b. ~~Post-Emergent Weed Control: Applied as needed May-November to control regional weeds.~~
 - c. ~~Fertilization Program~~
 - i. ~~Spring (May and/or June)~~
 - ii. ~~Summer (July and/or August)~~
 - d. ~~Application Standards: Licensed applicators, weather-appropriate conditions, no overspray, coordinated with FCCA staff.~~
 - e. ~~Documentation: Provide date, product, rate, and area treated upon request.~~
6. Bidder Qualifications: Commercial or municipal experience, proper equipment, and compliance with laws required.
7. Bid Submission Requirements: Include Exhibit B, insurance, references, qualifications, equipment list, and signatures.
8. Insurance Requirements
 - \$1,000,000 General Liability
 - Workers' Compensation
 - Automobile Liability (if applicable)
 - FCCA named as additional insured.

9. Evaluation and Award: Award based on cost, qualifications, performance, and references. FCCA may reject any or all bids.

10. Submission Deadline:

Date: Friday, May 8, 2026

Time: 12:59 p.m.

NOTE: All bids must be delivered via USPS, hand delivery, email, fax, or online submission. Please see details of each below.

Award Notice: Friday, May 22, 2026

Delivered via USPS or hand-delivery to:

Alissa Rankin, Executive Director
Finney County Committee on Aging, Inc.
907 N. 10th Street
Garden City, KS 67835

Delivered via email to:

arankin@finneycounty.org

NOTE: A confirmation email stating that the bid has been received once the email has been opened. If the bidder does not receive a confirmation email, the bid HAS NOT been received and delivery should be attempted in an alternative way.

Delivery via fax to:

Attention: Alissa
Fax: (620) 271-6370

Delivery via online submission:

Use this link to submit the bid: <https://wkf.ms/3OsVJHO>

NOTE: A confirmation email stating that the bid has been received once the email has been opened. If the bidder does not receive a confirmation email, the bid HAS NOT been received and delivery should be attempted in an alternative way.

11. Questions: Please direct all questions to:

Alissa Rankin, Executive Director
Phone: (620) 272-3620
Email: arankin@finneycounty.org

12. Site Inspection: Encouraged upon request.

13. Compliance with Laws: Contractors shall comply with all laws and regulations.

14. Indemnification: Contractors shall indemnify and hold harmless FCCA.

15. Independent Contractor: Contractor is not an employee of the FCCA.

16. Governing Law: Kansas law governs this Request for Bid.

17. Award Subject to Approval: Subject to Finney County Committee on Aging, Inc. Board of Directors' vote by April 21, 2026 by 4:00 pm.

Nondiscrimination Clause

The recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Facilities' Addresses and Map

Properties: Finney County Transit and Finney County Senior Center Structures:

1. 839 North 10th Street, Garden City, KS – paved parking lot area with some landscaping
2. 841 North 10th Street, Garden City, KS – paved parking lot area with some landscaping
3. 907 North 10th Street, Garden City, KS – building and surrounding area with some landscaping
4. 909 North 10th Street, Garden City, KS – grass lot with some landscaping and edge of gravel lot
5. 911 North 10th Street, Garden City, KS – gravel parking lot area with maintenance needed
6. 913 North 10th Street, Garden City, KS – gravel parking lot area with maintenance needed
7. 915 North 10th Street, Garden City, KS – gravel parking lot area with some landscaping
8. 1002 North 11th Street, Garden City, KS – paved parking lot area with some landscaping
9. 1004 North 11th Street, Garden City, KS – paved parking lot area with some landscaping
10. 1006 North 11th Street, Garden City, KS – paved parking lot area with some landscaping
11. 1008 North 11th Street, Garden City, KS – building and surrounding area with some landscaping
12. 1010 North 11th Street, Garden City, KS – building and surrounding area with some landscaping
13. 1012 North 11th Street, Garden City, KS – gravel parking lot area with maintenance needed
14. 1014 North 11th Street, Garden City, KS – paved parking lot area with some landscaping
15. 1016 North 11th Street, Garden City, KS – paved parking lot area with some landscaping
16. 1018 North 11th Street, Garden City, KS – paved parking lot area with some landscaping

The decorative landscaping, along the sidewalks from 11th street in front of the Finney County Transit building and 10th street toward the west of the Senior Center.

Please see the image on page 7. The yellow sections have landscaping, gravel parking lot, and turf. All properties, including sidewalks, parking lots, etc. will need to be monitored and treated with all of the ground treatment methods and all services listed here:

- Mowing turf areas (where there is turf)
- Trimming and edging around buildings, sidewalks, curbs, trees, and fences
- Blowing off sidewalks, parking lots, and entrances
- Removal of grass clippings from paved surfaces



2026 Contracted Mowing, Trimming, and Treatment Services
for Finney County Committee on Aging, Inc. Grounds

Bid Pricing Form

Please ensure that the items listed below are legible. FCCA will accept handwritten and typed bid pricing forms, as long as they are legible.

1. Bidder Information

Company Name:	A&E Lawncare
Address:	2404 N. Estes Ct.
Contact Person:	Manny Ortiz
Phone:	620-255-2789
Email:	manny@thearchitctllc.com

2. Pricing: Mowing Services

Please outline the price per cycle per area. The properties cannot be bid for separately. Each bid must include both the Finney County Transit and Finney County Senior Center and the areas outlined in yellow on the map above.

Section/Property	Description	Price per Cycle (per week)	Monthly Price (4.5 weeks per month avg.)	Seasonal Total (27 weeks total)
839 N. 10 th St.	FCSC Parking Lot Area	\$125.00 per week mowing	27 weeks total / 6 months = 4.5 weeks/month x \$125.00 per week mowing = \$562.50 per month mowing (average)	6 months of mowing x \$562.50 per month average = \$3,375.00
841 N. 10 th St.				
907 N 10 th St.	Sidewalks, around building, and along 10 th St.			
909 N. 10 th St.	Lawn to N. of FCSC and garage			
911 N. 10 th St.	Gravel parking lot area N. of FCSC			
913 N. 10 th St.				
915 N. 10 th St.				
1002 N. 11 th St.	Paved parking lot to the W. of FCSC			
1004 N. 11 th St.				
1006 N. 11 th St.				
1014 N. 11 th St.				
1016 N. 11 th St.				
1018 N. 11 th St.				
1008 N. 11 th St.	Area surrounding FCT building and along 11 th Street			
1010 N. 11 th St.				
1012 N. 11 th St.	Gravel parking lot area N. of FCT and along 11 th Street			
TOTALS:		\$125 per week for mowing	\$562.50 per month (average)	\$3,375.00 seasonal total for 27 weeks

*Bid Documents & Specifications for
2026 Contracted Mowing, Trimming, and Treatment Services
for Finney County Committee on Aging, Inc. Grounds*

Certification and Signature

Total Seasonal Bid Amount for All Services:	\$3,375.00
Authorized Representative's Printed Name:	Manny Ortiz
Signature:	<i>Manuel F Ortiz</i>
Title:	Manager
Date:	05/15/2026



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

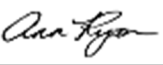
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME:	
	PHONE (A/C, No. Ext.): (855) 222-5919	FAX (A/C, No.):
INSURED EMMANUEL ORTIZ A&E LAWN CARE 2404 N Estes Ct Garden City, KS 67846	E-MAIL ADDRESS: support@nextinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: State National Insurance Company, Inc.	NAC # 12831
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES	CERTIFICATE NUMBER: 503279302	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY		NXTNJK3F-01-GL	07/18/2025	07/18/2026	EACH OCCURRENCE \$1,000,000.00
	☐ CLAIMS-MADE ☒ OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00				
		MED EXP (Any one person) \$15,000.00				
		PERSONAL & ADV INJURY \$1,000,000.00				
	GEN'L AGGREGATE LIMIT APPLIES PER					GENERAL AGGREGATE \$2,000,000.00
	☒ POLICY ☐ PRO-JECT ☐ LOC					PRODUCTS - COMP/OP AGG \$2,000,000.00
	OTHER					\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO					BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	☐ OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE				AGGREGATE \$
	☐ DED ☐ RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	☐ Y/N				☐ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ N/A				E.L. EACH ACCIDENT \$
	DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Contractors Errors and Omissions		NXTNJK3F-01-GL	07/18/2025	07/18/2026	Each Occurrence: \$25,000.00 Aggregate: \$50,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of Insurance.

CERTIFICATE HOLDER EMMANUEL ORTIZ A&E LAWN CARE 2404 N Estes Ct Garden City, KS 67846	LIVE CERTIFICATE  Click or scan to view	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---	---

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

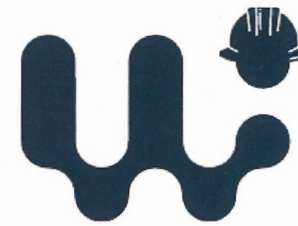
© 1988-2015 ACORD CORPORATION. All rights reserved.

Bid Documents & Specifications for
2026 Contracted Mowing, Trimming, and Treatment Services
for Finney County Committee on Aging, Inc. Grounds



FINNEY COUNTY
CONTRACTED MOWING

PROPOSAL



WORKFORCE
PARTNERS

 785-914-3331

 services@wfparkers.net



CONTENT

01

OBJECTIVE

02

OTHER SERVICES

03

QUALITY ASSURANCE

04

REFERENCES

05

SCOPE & PRICING

06

CONCLUSION

OBJECTIVE



Our primary objective in servicing FINNEY COUNTY for lawn maintenance services is to significantly reduce the operational stress associated with the upkeep of public and designated green spaces. By contracting this service to us, we guarantee a structured system that demands minimal input from the facility's management



- Autonomous Operation
- Ease of Reporting
- Experienced Team



OTHER SERVICES

IRRIGATION REPAIRS

Irrigation repairs, seasonal system start-ups, and winterization using professional blowout equipment. Workforce Partners ensures systems operate efficiently during the season and are properly protected during winter to prevent costly damage.

SNOW REMOVAL

Professional snow plowing and ice management for commercial properties. Workforce Partners provides timely response, efficient clearing, and ice melt application to keep parking lots, drive lanes, and walkways safe and operational during winter conditions.



BRUSH HOG

Using heavy equipment, we can efficiently clear overgrown vegetation on large or vacant properties with limited maintenance. This service is ideal for reclaiming neglected areas and restoring control over dense, unmanaged growth.

LANDSCAPE INSTALLATION

Low-maintenance landscape enhancements including installation of sod, plants, trees, shrubs, decorative rock, and boulders. Workforce Partners designs practical, durable landscapes that improve curb appeal while minimizing long-term upkeep.

WEED CONTROL

Targeted herbicide applications for bare grounds, landscape beds, and parking lot cracks. Workforce Partners is equipped to spray large areas efficiently, reducing weed growth while maintaining a clean, well-kept appearance across commercial properties.



PARKING LOT IMPROVEMENTS

Functional upgrades to enhance safety, traffic flow, and property protection. Workforce Partners provides fencing installation, concrete curb and sidewalk repairs, stop and traffic sign installs, and bollard installation to help protect buildings and infrastructure from vehicle damage.

OTHER SERVICES

IRRIGATION REPAIRS

Irrigation repairs, seasonal system start-ups, and winterization using professional blowout equipment. Workforce Partners ensures systems operate efficiently during the season and are properly protected during winter to prevent costly damage.

SNOW REMOVAL

Professional snow plowing and ice management for commercial properties. Workforce Partners provides timely response, efficient clearing, and ice melt application to keep parking lots, drive lanes, and walkways safe and operational during winter conditions.



BRUSH HOG

Using heavy equipment, we can efficiently clear overgrown vegetation on large or vacant properties with limited maintenance. This service is ideal for reclaiming neglected areas and restoring control over dense, unmanaged growth.

LANDSCAPE INSTALLATION

Low-maintenance landscape enhancements including installation of sod, plants, trees, shrubs, decorative rock, and boulders. Workforce Partners designs practical, durable landscapes that improve curb appeal while minimizing long-term upkeep.

WEED CONTROL

Targeted herbicide applications for bare grounds, landscape beds, and parking lot cracks. Workforce Partners is equipped to spray large areas efficiently, reducing weed growth while maintaining a clean, well-kept appearance across commercial properties.

PARKING LOT IMPROVEMENTS

Functional upgrades to enhance safety, traffic flow, and property protection. Workforce Partners provides fencing installation, concrete curb and sidewalk repairs, stop and traffic sign installs, and bollard installation to help protect buildings and infrastructure from vehicle damage.



QUALITY ASSURANCE

TIME EFFICIENCY

Services are performed using structured workflows and planned routes to ensure tasks are completed efficiently while maintaining consistent quality.



IMPROVED SYSTEMS & DIGITAL REPORTING

Our digital inspection and reporting platform documents completed work and site conditions, improving oversight, recordkeeping, and communication.

COMPLIANCE WITH SCOPE OF WORK

All services are performed in accordance with the contract scope, with routine supervision to ensure standards are consistently met.



MOWING PRICING

Workforce Partners will perform all tasks in accordance with the outlined requirements, ensuring full compliance with the client's expectations and standards

Item	Rate/cycle	Monthly	Seasonal - 30 cycles
839 & 841 N 10th St	\$50.00	\$216.66	\$1,300.00
907 & 909 N 10th	\$25.00	\$108.33	\$650.00
909 N 10th St	\$70.00	\$303.33	\$1,820.00
911, 913 & 915 N 10th St	\$25.00	\$108.33	\$650.00
1002, 1004, 1006, 1014, 1016, 1018	\$45.00	\$195.00	\$1,170.00
1008 & 1010 N 11th St	\$45.00	\$195.00	\$1,170.00
1012 N 11th St	\$25.00	\$108.33	\$650.00
TOTAL COST	\$285.00	\$1,235.00	\$7,410.00

Month	No. of Cycles	Frequency
May	1	Weekly
June	5	Weekly
July	4	Weekly
August	5	Weekly
September	4	Weekly
October	4	Weekly
November	3	Weekly

Total Seasonal rate calculated: rate per cycle multiply by 26 total cycles

Monthly rate calculated: total seasonal divided by 6 months of service



CONCLUSION

By choosing us, FINNEY COUNTY invests in a worry-free solution that ensures its green spaces remain vibrant and welcoming with minimal administrative effort. We are excited to demonstrate our capability to manage this essential service and contribute to the agency's reputation as a well-maintained and beautiful place to visit.



Cultivating Beauty,
Nurturing
Communities



SERVICES@WFPARTNERS.NET



785-914-3331

THANK YOU

WORKFORCE PARTNERS | PAGE



CONCLUSION

By choosing us, FINNEY COUNTY invests in a worry-free solution that ensures its green spaces remain vibrant and welcoming with minimal administrative effort. We are excited to demonstrate our capability to manage this essential service and contribute to the agency's reputation as a well-maintained and beautiful place to visit.



Cultivating Beauty,
Nurturing
Communities



SERVICES@WFPARTNERS.NET



785-914-3331

THANK YOU

WORKFORCE PARTNERS | PAGE

Bid Pricing Form

Please ensure that the items listed below are legible. FCCA will accept handwritten and typed bid pricing forms, as long as they are legible.

1. Bidder Information

Company Name: Workforce Partners LLC

Address: P.O. Box 336, Garden City, KS 67846

Contact Person: Alfonso Villa

Phone: 785-914-3331

Email: services@wfparkers.net

2. Pricing: Mowing Services

Please outline the price per cycle per area. The properties cannot be bid for separately. Each bid must include both the Finney County Transit and Finney County Senior Center and the areas outlined in yellow on the map above.

Section/Property	Description	Price per Cycle (per week)	Monthly Price	Seasonal Total
839 N. 10 th St.	FCSC Parking Lot Area	\$ 50.00	\$ 216.66	\$ 1,300.00
841 N. 10 th St.				
907 N 10 th St.	Sidewalks, around building, and along 10 th St.	\$ 25.00	\$ 108.33	\$ 650.00
909 N. 10 th St.	Lawn to N. of FCSC and garage	\$ 70.00	\$ 303.33	\$ 1,820.00
911 N. 10 th St.	Gravel parking lot area N. of FCSC	\$ 25.00	\$ 108.33	\$ 650.00
913 N. 10 th St.				
915 N. 10 th St.				
1002 N. 11 th St.	Paved parking lot to the W. of FCSC	\$ 45.00	\$ 195.00	\$ 1,170.00
1004 N. 11 th St.				
1006 N. 11 th St.				
1014 N. 11 th St.				
1016 N. 11 th St.				
1018 N. 11 th St.				
1008 N. 11 th St.	Area surrounding FCT building and along 11 th Street	\$ 45.00	\$ 195.00	\$ 1,170.00
1010 N. 11 th St.				
1012 N. 11 th St.	Gravel parking lot area N. of FCT and along 11 th Street	\$ 25.00	\$ 108.33	\$ 650.00
TOTALS:		\$ 285.00	\$ 1,235.00	\$ 7,410.00

3. Pricing: Grounds Treatment Services

Service	Unit Price (\$)
Spring Pre-Emergent Application	\$
Fall Pre-Emergent Application	\$
Spring Fertilization	\$
Summer Fertilization	\$

4. Certification and Signature

Total Seasonal Bid Amount for All Services: \$
Authorized Representative's Printed Name: \$ Alfonso Villa
Signature: *Alfonso Villa*
Title: President
Date: 5/6/26