ORDINANCE NO. 17625

AN ORDINANCE introduced by Mayor Joan Wagoner relating to project service fees for City projects, amending City of Topeka Code § 2-287 and specifically repealing said original section.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

Section 1. City of Topeka Code § 2-287, Project service fees for city projects, is hereby amended by the addition of the following language:

Project service fees for city projects.

(a) On all publicly financed projects built under the supervision of the department of public works, fees shall be paid into the appropriate fund from the project fund concerned to cover the costs incurred by the various divisions of the department. All fees provided for in this section shall be charged to the expenditure account of the construction fund set up to account for the improvement project and shall be considered a part of the project cost.

(b) Each division of the department of public works shall maintain accurate records of the costs for engineering, design, administration, supervision, inspection and all other tasks necessary to protect the interests of the city in the design and construction of city public works projects. The fees to be paid shall be equal to the actual salary costs as shown by division records, plus a percentage to defray the intangible costs of clerical services, equipment, insurance, rent and all other overhead expenses. A schedule of overhead factors for each division shall be presented for approval by the city council as part of the annual budget process at the beginning of each budget year. In addition to salary costs, the fees shall include any direct nonsalary costs resulting from the project.

When the construction contract is awarded for a project, all fees accumulated to that point
shall be due and payable, except that fees for design shall be computed in accordance
with section 2-288 and shall be assumed to be payment for all costs incurred by the
engineering division to the contract award stated. Upon completion of the project, the
remaining fees, computed in accordance with this section, shall be due and payable. If a
project is abandoned prior to construction, all fees, including fees for design, shall be
computed in accordance with this section and paid.

(c) On all project budgets for projects initiated under the City's adopted Capital
Improvement Program (CIP), a fee will be charged to offset the costs associated with
management of the City's adopted CIP. The actual fee will be determined by the
construction cost of each project, in accordance with a schedule as established by the
Chief Administrative Officer. The fee schedule may be adjusted annually by the Chief
Administrative Officer as may be necessary, to cover the cost of administering the City's
CIP. The Chief Administrative Officer shall provide to the City Council a copy of the fee
schedule annually and any subsequent adjustments. The fee is payable to the Department
of Administration/Finance after the adoption of the project budget by the City Council.

Section 2. Original City of Topeka Code §2-287 is hereby specifically repealed.

Section 3. This Ordinance shall take effect and be in force from and after its
passage, approval and publication in the official city newspaper.

PASSED and APPROVED by the City Council DECEMBER 19, 2000

Joan Wagnon, Mayor

ATTEST:

Iris E. Walker, City Clerk

APPROVED AS TO FORM AND LEGALITY
DATE: 12/17/00
TO BE CODIFIED X
NOT TO BE CODIFIED

HORD/ProjectServiceFees 12/17/00