

RESOLUTION 2026-89

RESOLUTION APPROVING THE GENERAL AGREEMENT BETWEEN THE UNITED STATES DEPARTMENT OF THE INTERIOR NATIONAL PARK SERVICE AND THE CITY OF WEST BRANCH, IOWA REGARDING SNOW REMOVAL, ROAD STRIPING, BRINE PRODUCTION & STORAGE

WHEREAS, the objective of the Agreement is to establish services to be provided by the City of West Branch public works department; and

WHEREAS, the Herbert Hoover National Historic Site is requesting snow removal, road striping, brine production & storage services from the City of West Branch, to be delivered and performed at the Herbert Hoover National Historic Site; and

WHEREAS, the time frame of the agreement is set for one year, to start on August 3, 2026 and ending August 3, 2027; and

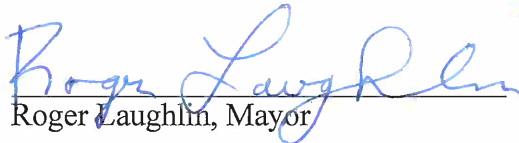
WHEREAS, the City Council would like to continue the provisions of the General Agreement, which are currently in place as a result of previous contracts between both parties; and

WHEREAS, it is now necessary for the City Council to approve said General Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned General Agreement with the United States Department of the Interior National Park Service, is hereby approved. Further, the Mayor and City Clerk are directed to execute the General Agreement on behalf of the City.

* * * * *

Passed and approved this 17th day of August, 2026.


Roger Laughlin, Mayor

ATTEST:


Alycia Friis, City Clerk

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 8 PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/04/2026		2. CONTRACT NO. (If any) 140P6026P0038		6. SHIP TO: a. NAME OF CONSIGNEE NPS, MWR, Herbert Hoover NHS	
3. ORDER NO.		4. REQUISITION/REFERENCE NO. 0044042860			
5. ISSUING OFFICE (Address correspondence to) NPS, MWR - MWRO MABO 601 Riverfront Drive Omaha NE 68102				b. STREET ADDRESS 110 Parkside Drive P.O. Box 607	
				c. CITY West Branch	e. ZIP CODE 52358
7. TO: Matt Goodale a. NAME OF CONTRACTOR CITY OF WEST BRANCH				f. SHIP VIA	
				8. TYPE OF ORDER	
b. COMPANY NAME				☒ a. PURCHASE	
c. STREET ADDRESS 110 N POPLAR ST				b. DELIVERY	
				REFERENCE YOUR: Quote dated 8/03/2026	
				Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY WEST BRANCH		e. STATE IA	f. ZIP CODE 52358-7600	Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
9. ACCOUNTING AND APPROPRIATION DATA 01				10. REQUISITIONING OFFICE NPS, MWR, Herbert Hoover NHS	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) ☐ a. SMALL ☒ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone ☐ f. SERVICE-DISABLED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 08/03/2027	
				16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NUMBER (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	UEI: KFR8NJR17GS9 HEHO Snow Removal, Road Striping, Brine Production & Storage Continued...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME Invoice Processing Platform System						\$10,019.00
	b. STREET ADDRESS (or P.O. Box) US Department of Treasury https://www.ipp.gov						\$10,019.00
	c. CITY				d. STATE	e. ZIP CODE	17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature)

JAMES BISSAILLON

Digitally signed by JAMES BISSAILLON
Date: 2026.08.04 15:04:02 -05'00'

23. NAME (Typed)
James Bissailon
TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NUMBER

PAGE 2 OF 8

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NUMBER	ORDER NUMBER
08/04/2026	140P6026P0038	

ITEM NUMBER (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Firm Fixed Price Purchase Order in accordance with the Scope of Work, DOL Wage Determinations, and all addenda. Points of Contact: Contracting Officer James Bissaillon james_bissaillon@ios.doi.gov, (402) 800-8292 Contracting Officer's Representative Ryan Elliott ryan_elliott@nps.gov, (319) 381-0042 Contractor Representative Matt Goodale mattg@westbranchiowa.org, (319) 643-5888 Admin Office: DOI-NPS, MWRO MABO 1849 C Street NW Washington DC 20240 Account Assignm: K G/L Account: 610000252Z Business Area: P000 Commitment Item: 252Z00 Cost Center: PPMWHEHOM0 Functional Area: PPMOMFO1Z.U00000 Fund: 266P103601 Fund Center: PPMWHEHOM0 PR Acct Assign: 01 Period of Performance: 08/04/2026 to 08/03/2027					
00010	HEHO Snow Removal, Road Striping, Brine Production & Storage - Base Year Product/Service Code: S218 Product/Service Description: HOUSEKEEPING- SNOW REMOVAL/SALT				10,019.00	
00020	HEHO Snow Removal, Road Striping, Brine Production & Storage Option Year 01 of 04 Amount: \$10,019.00 (Option Line Item) Anticipated Exercise Date 08/04/2027 Product/Service Code: S218 Product/Service Description: HOUSEKEEPING- SNOW REMOVAL/SALT Period of Performance: 08/04/2027 to 08/03/2028				0.00	
	Continued...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17h)

\$10,019.00

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NUMBER

PAGE 3 OF 8

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NUMBER	ORDER NUMBER
08/04/2026	140P6026P0038	

ITEM NUMBER (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00030	HEHO Snow Removal, Road Striping, Brine Production & Storage Option Year 02 of 04 Amount: \$10,019.00 (Option Line Item) Anticipated Exercise Date 08/04/2028 Product/Service Code: S218 Product/Service Description: HOUSEKEEPING- SNOW REMOVAL/SALT Period of Performance: 08/04/2028 to 08/03/2029				0.00	
00040	HEHO Snow Removal, Road Striping, Brine Production & Storage Option Year 03 of 04 Amount: \$10,019.00 (Option Line Item) Anticipated Exercise Date 08/04/2029 Product/Service Code: S218 Product/Service Description: HOUSEKEEPING- SNOW REMOVAL/SALT Period of Performance: 08/04/2029 to 08/03/2030				0.00	
00050	HEHO Snow Removal, Road Striping, Brine Production & Storage Option Year 04 of 04 Amount: \$10,019.00 (Option Line Item) Anticipated Exercise Date 08/04/2030 Product/Service Code: S218 Product/Service Description: HOUSEKEEPING- SNOW REMOVAL/SALT Period of Performance: 08/04/2030 to 08/03/2031 Invoicing Reminder: All invoices shall be submitted electronically through the Invoice Processing Platform (https://www.ipp.gov/) for payment with a scanned copy of your Standard vendor invoice document in PDF format on company letterhead detailing all charges being invoiced for. Invoice must include the contract number, date(s) of service (if applicable), and date of invoice. The total amount of award: \$50,095.00 if all options are exercised. The obligation Continued...				0.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17h)

\$0.00

PAGE NUMBER

PAGE 4 OF 8

DATE OF ORDER	CONTRACT NUMBER
08/04/2026	140P6026P0038

ORDER NUMBER

ITEM NUMBER (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17h)

▶ \$0.00

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52.252-2 Clauses Incorporated by Reference (Feb 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address (es): www.acquisition.gov

(End of clause)

52.252-6 Authorized Deviations in Clauses (Nov 2020)

As prescribed in [52.107\(f\)](#), insert the following clause in solicitations and contracts that include any FAR or supplemental clause with an authorized deviation. Whenever any FAR or supplemental clause is used with an authorized deviation, the contracting officer shall identify it by the same number, title, and date assigned to the clause when it is used without deviation, include regulation name for any supplemental clause, except that the contracting officer shall insert "(DEVIATION)" after the date of the clause.

Authorized Deviations in Clauses (Nov 2020)

- (a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.
- (b) The use in this solicitation or contract of any Department of the Interior regulation (48 CFR 14) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

52.203-17 Contractor Employee Whistleblower Rights (Nov 2023)**52.203-19 Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (Jan 2017)****52.204-9 Personal Identity Verification of Contractor Personnel (Jan 2011)****52.204-13 System for Award Management Maintenance (Oct 2018) (DEVIATION Mar 2026)****52.204-19 Incorporation by Reference of Representations and Certifications (Dec 2014)****52.209-6 Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, Proposed for Debarment, or Voluntarily Excluded (Jan 2025) (DEVIATION May 2026)****52.209-10 Prohibition on Contracting with Inverted Domestic Corporations (Nov 2015) (DEVIATION May 2026)****52.212-4 Terms and Conditions—Commercial Products and Commercial Services (Nov 2023) (DEVIATION Mar 2026)****52.222-19 Child Labor-Cooperation with Authorities and Remedies (Mar 2026) (DEVIATION May 2026)****52.222-50 Combating Trafficking in Persons (Oct 2025) (DEVIATION May 2026)****52.222-90 Addressing DEI Discrimination by Federal Contractors (Mar 2026) (DEVIATION May 2026)****52.223-5 Pollution Prevention and Right-to-Know Information (May 2024)****52.225-1 Buy American-Supplies (Oct 2022) DEVIATION DATE****52.225-3 Buy American-Free Trade Agreements-Israeli Trade Act (Nov 2023) DEVIATION DATE****52.226-7 Drug-Free Workplace (May 2024)****52.226-8 Encouraging Contractor Policies to Ban Text Messaging While Driving (May 2024)****52.232-33 Payment by Electronic Funds Transfer-System for Award Management (Oct 2018)****52.233-3 Protest after Award (Aug 1996) DEVIATION DATE****52.233-4 Applicable Law for Breach of Contract Claim (Oct 2004) DEVIATION DATE****52.237-2 Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)****52.240-91 Security Prohibitions and Exclusions (Dec 2025) (DEVIATION Mar 2026)****52.240-93 Basic Safeguarding of Covered Contractor Information Systems (Dec 2025) (DEVIATION**

Mar 2026)

52.249-1 Termination for Convenience of the Government (Fixed-Price) (Short Form) (Apr 1984)

52.253-1 Computer Generated Forms (Jan 1991)

CLAUSES INCORPORATED BY FULL TEXT

**ADDENDUM TO FAR 52.212-4 CONTRACT TERMS AND CONDITIONS- NOV 2021
COMMERCIAL ITEMS**

Reference FAR 52.212-4, Paragraph (c) is hereby tailored as follows:

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties with the exception of administrative changes such as paying office, appropriation data, etc., which may be changed unilaterally by the Government.

(End of addendum)

52.217-8 Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of clause)

52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years.

(End of clause)

Electronic Invoicing and Payment Requirements – Invoice Processing Platform (IPP) (Feb 2021)

Payment requests must be submitted electronically through the U. S. Department of the Treasury's Invoice Processing Platform System (IPP).

"Payment request" means any request for contract financing payment or invoice payment by the Contractor. To constitute a proper invoice, the payment request must comply with the requirements identified in the applicable Prompt Payment clause included in the contract, or the clause 52.212-4 Contract Terms and Conditions - Commercial Products and Commercial Services included in commercial item contracts. The IPP website address is: <https://www.ipp.gov>.

Under this contract, the following documents are required to be submitted as an attachment to the IPP invoice:

1. Copy of vendor invoice document in PDF format, which shows pricing breakdown for all items being invoiced for and must include the contract number, date(s) of service (if applicable), date of invoice, and the vendor's standard invoice letterhead.

The Contractor must use the IPP website to register access and use IPP for submitting requests for payment. The Contractor Government Business Point of Contact (as listed in SAM) will receive enrollment instructions via email from the Federal Reserve Bank of St. Louis (FRBSTL) within 3 - 5 business days of the contract award date. Contractor assistance with enrollment can be obtained by contacting the IPP Production Helpdesk via email IPPCustomerSupport@fiscal.treasury.gov or phone (866) 973-3131.

If the Contractor is unable to comply with the requirement to use IPP for submitting invoices for payment, the Contractor must submit a waiver request in writing to the Contracting Officer with its proposal or quotation.

(End of Clause)

Contract Type

The contract awarded is a firm fixed price commercial contract/award.

COMPLIANCE WITH RECENT EXECUTIVE ORDERS 14148/14208

System updates may lag policy updates. The System for Award Management (SAM) may continue to require entities to complete representations based on provisions that are not included in agency solicitations, including 52.223-22, Public Disclosure of Greenhouse Gas Emissions and Reduction Goals—Representation, and paragraph (t) of 52.212-3, Offeror Representations and Certifications—Commercial Products and Commercial Services. Agencies will not consider or use these representations. Entities are not required to, nor are they able to, update their entity registration to remove these representations in SAM.

List of Attachments

- 1) Scope of Work
- 2) SCA Wage Determination
- 3) COR Appointment Letter