

BOARD OF PUBLIC WORKS AND SAFETY
MINUTES
July 23, 2019

Regular Session:

The Board of Public Works and Safety met in regular session on Tuesday, July 23, 2019 at 9:00 a.m. in the Common Council Chambers. Members present were: Gary Henriott, Cindy Murray, Ron Shriner and Norm Childress. Absent: Amy Moulton

Jacque Chosnek, 1st Deputy City Attorney, was also present.

President Henriott called the meeting to order.

The Pledge of Allegiance was given to the flag of our Country.

MINUTES

Mr. Childress moved for approval of the minutes from the July 16, 2019 regular meeting. Mrs. Murray seconded. Passed.

BID OPENING

McAllister Center Roof Replacement Project

This being the time set to open bids for the McAllister Center Roof Replacement Project and the following bids were received and opened:

Foster Contracting, Inc.
Franklin, Indiana

Base Bid: \$174,065.41
Alternate #1: \$76,565.42

Mr. Shriner moved to take the bids under advisement for further review. Mrs. Murray seconded. Passed.

Streetscape Phase VI

This being the time set to open bids for the Streetscape Phase VI and the following bids were received and opened:

Milestone Contractors, LP
Lafayette, Indiana

Base Bid: \$812,015.20
Alternate #1: \$427,715.20
Alternate #2: \$99,810.00

Rieth-Riley Construction Co.
Lafayette, Indiana

Base Bid: \$947,451.00
Alternate #1: \$593,381.00
Alternate #2: \$154,915.00

Mrs. Murray moved to take the bids under advisement for further review. Mr. Shriner seconded. Passed.

BIDS UNDER ADVISEMENT

Beck Lane Concrete and Resurfacing Project (Re-Bid)

President Henriott stated that this item will remain under advisement.

Underwood Street Concrete Replacement Project

President Henriott stated that this item will remain under advisement.

Service Area 21 Water & Sewer Extension Phase I

President Henriott stated that this item will remain under advisement.

NEW BUSINESS

Lafayette Renew

Recommendation for Award-Williams Street Sewer Project

Brad Talley, Lafayette Renew Superintendent, presented to the Board and recommended approval of a Recommendation for Award for the Williams Street Sewer Project with Bowen Engineering Corp. in the amount of \$1,690,000.00. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

Contract- Williams Street Sewer Project

Mr. Talley presented to the Board and recommended approval of a Contract for the Williams Street Sewer Project with Bowen Engineering Corp. in the amount of \$1,690,000.00. Mr. Shriner moved for approval. Mrs. Murray seconded. Passed.

Notice to Proceed- Williams Street Sewer Project

Mr. Talley presented to the Board and recommended approval of a Notice to Proceed for the Williams Street Sewer Project. The notice to proceed will begin on July 23, 2019 with a substantial completion by June 15, 2020 and final completion by July 12, 2020. Mr. Childress moved for approval. Mrs. Murray seconded. Passed.

Engineering

Change Order #3-Wabash River Promenade Construction Management

Mayor Roswarski presented to the Board and recommended approval of Change Order #3 for the Wabash River Promenade Construction Management which encompasses Contractor's Change Orders #3-#15 for a total increase in the amount of \$13,319.87 and brings the revised project amount to \$158,628.99. The change order is for a change in scope for a 5% construction management fee for WREC. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

Purchasing

Declaration of Surplus Property-Parks Department

Dave Payne, Purchasing Manager, presented to the Board and recommended approval of a Declaration of Surplus Property for the Parks Department that includes a 2003 Chevrolet C1500 Pickup truck Vin#1GCEC14V43Z322357 City ID# 6309. Mr. Payne stated that this item will be donated to Habitat for Humanity. Mr. Shriner moved for approval. Mr. Childress seconded. Passed.

Declaration of Worthless Property-Purchasing Department

Mr. Payne presented to the Board and recommended approval of a Declaration of Worthless Property for Purchasing Department that includes a 2002 HP C9661A Laser printer Serial #: JPBKB10892. Mr. Payne stated that this item will be recycled. Mrs. Murray moved for approval. Mr. Shriner seconded. Passed.

Declaration of Worthless Property-IT Department

Mr. Payne presented to the Board and recommended approval of a Declaration of Worthless Property for the IT Department that includes a list of servers and network storage items that are outdated and out of service. Mr. Payne stated that these items will be recycled. Mr. Childress moved for approval. Mrs. Murray seconded. Passed.

CLAIMS

Tim Clary, Controller, presented for Board approval, Claims in the amount of \$6,225,054.07. President Henriott asked if there were any further questions and there were none. Mr. Shriner moved for approval. Mr. Childress seconded. Passed.

DEPARTMENTAL UPDATE

Purchasing Department

Mr. Payne gave the following Departmental Update:

The City of Lafayette Purchasing Department is currently comprised of just myself. I started in this position in October of 2017. The role has expanded to include new responsibilities since I began the job. I am the primary point of contact for troubleshooting and site administrator for the City's three Verizon accounts. Verizon provides our cellular phone service for over 400 devices. I monitor and approve purchases on approximately 20 different websites frequently used by city employees. I convert all requisitions to purchase orders after ensuring compliance with city policy and state law.

I am the administrator of the City's Purchasing Card program and am involved in issuing new or replacement cards and creating and assisting new users for the JP Morgan Chase website. I am the liaison between the users and JP Morgan Chase whenever there is suspicious or fraudulent activity suspected on our account. P card spending has increased each year since 2015. The rebate received from JP Morgan Chase in 2019 was \$16,504.25, an increase of \$800 over the previous year.

I represent the City of Lafayette as a member of the Supplier Diversity Development Coalition.

The Coalition consists of some of the larger members of the Greater Lafayette business community and promotes partnerships with small diverse businesses. The Coalition meets monthly with a goal of enhancing business opportunities for minority-, veteran- and women- owned firms.

I prepare annual bids for the Lafayette & Tippecanoe County Joint Purchasing Board for Asphalt and Bituminous Materials and Aggregate. I coordinate the collection of information from Lafayette, West Lafayette, Tippecanoe County, Shadeland and Battleground for the commitment to purchase road salt. This information is used by the State in the road salt bid process.

I maintain a warehouse of 154 items used by various departments of the City. The duties involve ordering inventory, stocking it, receiving orders, picking orders, delivering orders and charging the costs of the goods to the department's expense account.

I assist departments and personnel of the City with all manner of questions about purchasing policy and laws. I have tried to keep the processes as simple as the law allows and enjoy working with all of the members of the City of Lafayette Team in many varied capacities that I have not included here.

ANNOUNCEMENTS

Fire Chief, Richard Doyle, announced that following the Board of Works meeting will be a promotion ceremony for two (2) firefighters with a reception to follow at Fire Headquarters. Chief Doyle invited the Board to the ceremony and reception.

Time: 9:18 a.m.

BOARD OF PUBLIC WORKS AND SAFETY

Gary Henriott s/s

President

ATTEST: Mindy Miller s/s

Mindy Miller, 1st Deputy Clerk

Minutes written by Mindy Miller, 1st Deputy Clerk

*A digital audio recording of this meeting is available in the Lafayette City Clerk's Office or online at <http://www.lafayette.in.gov/agendacenter>.

**A list of all permits issued for the preceding week is available at <http://www.lafayette.in.gov/DocumentCenter/Index/375>