

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

NOVEMBER 9, 2009
8:30 a.m.
City Hall Lower Level Conference Room

Members present were Sana G. Booker, Bradley W. Marley, and Mayor John R. Dennis, who presided.

1. APPROVAL OF MINUTES

November 2, 2009, Meeting

Ms. Booker moved to accept the minutes of the November 2, 2009, Board of Works meeting. Mr. Marley seconded the motion.

Ms. Booker requested that the minutes of the November 2, 2009, reflect that she asked a question about a Motion Industries claim, and that Wastewater Utility Director Henderson emailed her the answer, that the \$203.23 expense [sequence 6934] was for bearings and a shaft for an exhaust fan at the Wet Weather Facility. Clerk-Treasurer Rhodes will make that revision.

The motion was adopted.

2. NEW BUSINESS

a. Change Order No. 1 – Rieth Riley – 2009 Street Resurfacing & 2009 ADA Universal Ramp & Sidewalk Spot Repair Project – Engineering

City Engineer Buck requested Board approval for Change Order No. 1 for the 2009 Street Resurfacing & 2009 ADA Universal Ramp & Sidewalk Spot Repair Project contract for \$21,541.68. The amount covers the changes made in the work on Leslie Avenue, adding sidewalk for the block from Salisbury to Sunset, and concrete leveling work on the block from Sunset to Grant. The concrete on the sidewalk in that area was fixed, rather than patched. The new contract amount is \$681,946.83. Mr. Buck stated that there would be subsequent change orders in quantities, which could bring the contract amount down to the original amount [\$660,405.15].

Ms. Booker moved that Change Order No. 1 for the 2009 Street Resurfacing & 2009 ADA Universal Ramp & Sidewalk Sport Repair Project be approved. Mr. Marley seconded the motion. The motion was adopted.

b. Bid Recommendation – Cumberland Avenue Reconstruction-Phase I – Engineering

City Engineer Buck explained that the bids received two weeks ago for the Cumberland Avenue Reconstruction-Phase I had been reviewed and determined, for several reasons, that the bids should be rejected and rebid. One bid, which had several irregularities, was received after the cutoff time. Also, the Engineering Department did not follow some of the instructions to bidders as a part of the bidding process. Addenda were issued later than

bidders were advised, which created problems, in that there was not enough time for companies to compile bids.

Ms. Booker asked if there were a procedure for not accepting bids that arrive later than the deadline. City Engineer Buck answered that there is, that often bids are returned unopened.

He requested that the Board reject the bids, allowing Engineering the opportunity to repackage the project, so that there are two separate components, the roadway reconstruction itself and a separate landscaping project.

Mayor Dennis asked whether there would be an adverse impact on the project timeline. City Engineer Buck responded that it is not expected to delay the project.

Mr. Marley moved that the recommendation to reject the Cumberland Avenue Reconstruction-Phase I Project bids and to rebid a revised project be approved. Ms. Booker seconded the motion.

Mr. Marley asked if it were necessary to re-advertise. City Engineer Buck answered that, with the landscaping project and the estimated cost, there will be a wage scale hearing also.

Clerk-Treasurer Rhodes reported that Mr. Buck's original request for the cutoff to receive bids was 4:30 on Friday, but that, in response to Administrative Assistant Thayer-Copeland's request, 4:00 p.m. was chosen, so that bidders would not be inadvertently locked out of City Hall when the doors automatically lock at the end of the day. The intent of using a Friday cutoff is to avoid the circumstance of having bids handled by delivery services miss the 8:30 a.m. deadline for Board of Works on Monday morning. City Engineer Buck added that the Board meeting at 8:30 a.m. on Monday does make it very difficult for receipt of bids. In the past, bids have been received up until the hour of the meeting, so it was obvious when someone submitted a bid late. City Attorney Burns stated that a 4:00 p.m. deadline is better than the 4:30 time.

The motion was adopted.

c. Notice to Bidders – Cumberland Avenue Reconstruction, Phase I Roadway Project – Engineering

City Engineer Buck asked for Board approval of the Notice to Bidders for the revised Cumberland Avenue Reconstruction Phase I Roadway Project. The Notice does state a 4:00 p.m. Friday [December 4] deadline, with the bid opening on December 7.

Ms. Booker moved that the Notice to Bidders for the Cumberland Avenue Reconstruction, Phase I Roadway Project be approved. Mr. Marley seconded the motion. The motion was adopted.

d. Notice to Bidders – Cumberland Avenue Reconstruction, Phase 1 Landscaping Project – Engineering

City Engineer Buck requested that the Board authorize the publication of Notice to Bidders for the Cumberland Avenue Reconstruction Phase I Landscaping Project. The Notice has been separated from the original bid documents.

Mr. Marley moved that the Notice to Bidders for the Cumberland Avenue Reconstruction, Phase I Landscaping Project be approved. Ms. Booker seconded the motion. The motion was adopted.

e. Hire: Beverly Shaw – Marketing and Grants Administrator – Development

Director of Development Poole requested that the Board approve the hiring of Beverly Shaw as the Marketing and Grants Administrator. Ms. Shaw left City employment about six months ago. Her biweekly salary will be \$1,961.54.

Ms. Booker moved that Beverly Shaw be hired as the Marketing and Grants Administrator be approved. Mr. Marley seconded the motion.

Mayor Dennis stated that Ms. Shaw was a good employee, and the City was sorry to see her go. He expressed confidence that she will be as competent when she returns.

Mr. Marley asked if Ms. Shaw's job was filled after she left. Director of Development Poole answered that it was not, that a number of résumés were received and reviewed, but that process stopped when Ms. Shaw indicated she would like to reapply. In response to a question from Mayor Dennis, Mr. Poole said that Ms. Shaw would begin November 18.

The motion was adopted.

f. Claims

i.	AP Docket	\$346,928.61
ii.	AP Docket	81,424.83
ii.	AP Docket	2,710.18
iv.	PR Docket	325,677.11

Mr. Marley moved that the claims be approved. Ms. Booker seconded the motion.

Questions raised about individual claims by the Board were answered by department heads and Clerk-Treasurer Rhodes.

The motion was adopted.

g. Claims for Redevelopment Commission

i.	AP Docket	\$35,520.00
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Parks Superintendent Payne stated that the payment is for the second and third parts for Everything Ice, which will provide the ice mat for the Skating Center. The Redevelopment Commission made the first payment and will ratify these payments when they meet on November 17.

Ms. Booker moved that the claims for the Redevelopment Commission be approved. Mr. Marley seconded the motion. The motion was adopted.

h. Other Items

- i. Mayor Dennis expressed thanks to INDOT, State Representative Randy Truitt, and City Engineer Buck for their efforts in improving the Happy Hollow Road hill, adding

shoulders and repaving the roadway. At some point, there will be gutters and sidewalks, but, in the interim, there is a much safer situation now.

ii. Parks Superintendent Payne reported that Farmers Markets are over for the year, except for the Wednesday before Thanksgiving. He added that at 3:00 p.m. on this Friday, there would be a ribbon cutting for community gardens at Cumberland Park, sponsored by Tippecanoe Master Gardeners and Purdue Extension.

iii. Police Chief Dombkowski commented that his Department is pleased with the improvements to the shoulders on Happy Hollow Road hill, as vehicles can be moved to the side of the road while waiting for tow trucks. He mentioned that the barricades would not be used in the Village during the upcoming weekend, but that the WL and Purdue police would have a large presence in the Village. Mayor Dennis thanked Lt. Sparger for his efforts on the recent story about alcohol arrests in the *Journal and Courier*.

iv. City Engineer Buck stated that, as far as he is aware, there are no traffic barrels on Salisbury. Despite the wet spring and lots of rain in October, the project finished ahead of schedule. Some minor finishing work will be done shortly.

v. Street Commissioner Downey said that pavement markings are being replaced on recently resurfaced streets—Williams, Leslie, and a few others. Leaf pickup is going well. The second round of leaf pickups in all neighborhoods is beginning. About \$50,000 has been expended so far on pickup of leaves.

vi. Councilor Burch thanked State Representative Truitt, City Engineer Buck, and all those involved for their efforts to improve Happy Hollow Road hill and Salisbury in working condition.

3. ADJOURNMENT

There being no further business to come before the Board, Ms. Booker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.