

Subject to approval at the April 23, 2013, Board of Works meeting.

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

APRIL 16, 2013
8:30 a.m.
City Hall Council Chambers

Members present were Sana G. Booker, Bradley W. Marley, Jonathan C. Speaker, and Elizabeth M. Stull. Mayor Dennis presided.

Mayor Dennis opened the meeting with a moment of silence in recognition of the events that took place at the Boston Marathon.

1. APPROVAL OF MINUTES

a. April 9, 2013, Meeting

Ms. Stull moved to accept the minutes of the April 9, 2013, Board of Works meeting. Mr. Marley seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Proposal Opening: Enterprise Resource Planning System – IT

Information Technology Director Newman explained that a Request for Proposal was sent out approximately one month ago for a new software package. This software is to handle the City's financials, billing, permitting, and nearly every area of our business.

Mayor Dennis thanked Information Technology Director Newman and Clerk-Treasurer Rhodes for all of the work put into this project, which he described as a game changer which will change operations for each individual department. Each department did an analysis of current operations in order to figure out how the software should be modified to effect how they do things, and to be able to more closely monitor how they get things done in a financial, operational, and more efficient way. He stated that without the hard work of Information Technology Director Newman and Clerk-Treasurer Rhodes we would not be where we are today.

The four responses to the request for proposals were opened and Clerk-Treasurer Rhodes read the names of the firms aloud: New World Systems, CityView, BS&A Software, and Tyler Technologies, Inc.

Ms. Stull moved that the proposals for the Enterprise Resource Planning System be taken under advisement. Mr. Marley seconded the motion.

The motion was adopted.

b. Bid Opening: 2013 CDBG Sidewalk Replacement Project – Engineering

Ben Anderson explained that this project will be to replace curb and sidewalk on Maple Street, between Stadium Avenue and Lutz Street, and on Lutz Street between Salisbury

and Littleton Streets, and replacing sidewalks and handicap ramps on 1st, 2nd, and 3rd Streets between Russell and University Streets.

Clerk-Treasurer Rhodes read the responses aloud:

Bidder	Bid Total
Milestone Contractors, LP	\$408,931
Rieth-Riley Construction Company, Inc.	\$352,362
Fairfield Contractors, Inc.	\$288,850

Clerk-Treasurer Rhodes stated that the three responses to the request for bids were received timely.

Mr. Speaker moved that bids for the 2013 CDBG Sidewalk Replacement Project be taken under advisement. Mr. Marley seconded the motion.

The motion was adopted.

c. Bid Opening Summary and Update: Northwestern Avenue Corridor Improvements Project, Phase II – Engineering

Public Works Director Buck provided the Board with an update on the bid process for the Northwestern Avenue Corridor Improvements Project, Phase II, which is from Lindberg Road to Yeager Road. Bids were opened last Friday after more time was granted for bid submission. He stated that three bids were received, and a bid and contract recommendation will be taken to the Redevelopment Commission meeting tomorrow morning. A bid summary has been provided to the Board. Milestone Contracts, LP was the low bidder with \$1,284,041.08. He stated that there will be several alternates that they will also recommend for acceptance.

Mayor Dennis stated that this is an informational item only.

d. Quote Acceptance: Traffic Paint and Beads – Joint Purchase with City of Lafayette – Street

Street Commissioner Downey reviewed that the Board had previously agreed to go into contract negotiations with the City of Lafayette for traffic paint and beads. He reported that the quotes have been opened and reviewed, and the low quote from Sherwin-Williams has been selected. He noted that the quoted amount is lower than in 2009, so joining with the City of Lafayette is saving us a considerable amount of money. The Department is purchasing approximately 800 gallons of white traffic paint at \$29.95 per 5-gallon pail, 1,800 gallons of yellow traffic paint at \$30.00 per 5-gallon pail, and 5,000 pounds of traffic beads at \$0.51 per pound.

Mr. Marley moved that the quote acceptance for traffic paint and beads with the City of Lafayette be approved. Ms. Booker seconded the motion.

The motion was adopted.

e. Change Order No. 1: Playground Surfacing Material – Miracle Midwest – Parks

Parks Assistant Superintendent Ainsworth stated that this change order is for two additional loads of surface material to use throughout the parks. The amount was an add of \$3,168.00, making the new contract total \$20,517.00.

Ms. Booker moved that Change Order No. 1 for the Resurfacing Playground Surfacing Material with Miracle Midwest be approved. Ms. Stull seconded the motion.

The motion was adopted.

f. Hire: Part-Time Intern – Anthony Brewer – IT

Information Technology Director Newman explained that we try to bring in student interns during the summer for projects. He requested approval to hire Anthony Brewer at a rate of \$10.00 per hour. He will start effective April 17, 2013, part-time and increase his hours during the summer.

Ms. Stull moved that the hire of Anthony Brewer as a part-time intern for the IT Department be approved. Ms. Booker seconded the motion.

The motion was adopted.

g. Report: Real Estate (Utility Easement) – State Street Corner PD – Engineering

Clerk-Treasurer Rhodes stated that we have still not received responses for the request for bids.

Public Works Director Buck stated that he has heard from the developer and they plan to turn one in by the next meeting.

The item was continued for next week.

h. Report: Real Estate (Utility Easement) – 720 Northwestern PD – Engineering

Clerk-Treasurer Rhodes stated that we have received one response to the request for bids from DRI/CA 720 Northwestern, LLC.

City Attorney Burns read the bid aloud. The amount is \$1,000.00.

City Attorney Burns recognized that Kevin Riley from Reiling Teder & Schrier, LLC was present to answer any questions. City Attorney Burns stated that this is still within the 60-day period, and asked Public Works Director Buck is there is any reason to expect more responses.

Public Works Director Buck stated that he does not expect any.

City Attorney Burns stated that he recommends to the Board that the sale process be closed and the bid be taken under advisement to allow Public Works Director Buck to take a look at it. Depending on what the appraisal was, there may need to be further proceedings.

Mr. Marley moved that the bid be taken under advisement. Mr. Speaker seconded the motion.

The motion was adopted.

i. Claims

i. AP Docket \$253,526.84

Mr. Speaker moved that the claims be approved. Mr. Marley seconded the motion.

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

The motion was adopted.

j. Informational Items:

i. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

k. Other Items

► Information Technology Director Newman reported that the new microphones and sound system in Council Chambers will allow the audio to be recorded digitally and be published online in the coming months. The Board of Works, Council, and Redevelopment Commission meetings will also be broadcast live online. The sound quality is also improved.

► Councilor Burch reported that the dedication to the *Before I Die* art piece has been postponed due to inclement weather, and will now take place at 10:00 a.m. on May 2. The piece has been unveiled, but it is not finished. There are some things to add, including Americans with Disabilities Act (ADA) accessibility. *Before I Die* is located on the back wall of Rubia Flower Market, and another is located in the City of Lafayette. Councilor Burch invited everyone to go write something on the artwork and to take pictures of any sentences that moves you. The photos can be posted on the City's website. In response to an inquiry from Mayor Dennis, Councilor Burch explained that people write on the work in chalk.

► Police Chief Dombkowski commented on events that happened yesterday in response to the bombs that went off at the Boston Marathon. He stated that there were eight or nine citizens of West Lafayette participating in the Boston Marathon. Within an hour of the bombing event, he stated that we were able to make contact with Lane Custer, who was at the marathon. He stated that the Department received numerous calls from people wanting to check on West Lafayette citizens in Boston, and they were able to do so, and able to update Mayor Dennis. Police Chief Dombkowski stated that this shows what a tight-knit community we are. He stated that, on that note, some of the resources and claims that the Board approves, and some of the things the Department does, goes into a larger piece of public safety. He stated that a member of the Department sits on the FBI's Joint Terrorism Taskforce in Indianapolis, which helps information flow to us quicker. That information is forwarded on to the Mayor's Office to help make sure that this is not happening in other cities around the country. This shows how resources we put into doing things outside of our community does pay off. Police Chief Dombkowski also reported that with Grand Prix coming up this week, there will be a sobriety checkpoint Thursday night, barricades will go up Thursday, and there will be officers on foot patrol from Thursdays through Saturday. Breakfast Club will take place Saturday morning.

Mayor Dennis asked Police Chief Dombkowski to explain what we do when the FBI communicates to local jurisdictions that there is a heightened state of alert.

Police Chief Dombkowski responded that we double-check ourselves to make sure that we have everything in place that we would need if something were to happen to us here. It is an opportunity to make sure we have resources in place. In the event that something does happen locally, we want to make sure that those channels of communication are open. He stated that he sits on the Executive Board for the Joint Terrorism Taskforce, and that allows West Lafayette quicker information with our federal partners.

Mayor Dennis asked if there will be any extra special precautions for the events this weekend.

Police Chief Dombkowski responded that we already had those in place. The world is a different place after 9/11. We no longer have events that are not security based. We staff things appropriately. Even events such as a major basketball games have security precautions such as building sweeps beforehand, a lot of officers in place for visible deterrent and so that people feel safe and secure in attending those events.

Fire Chief Health stated that the Fire Department will also have extra crew available for the Grand Prix weekend, and they will be out in the RTV. They are working with the Police Department and are prepared.

Mayor Dennis stated that he had experience doing these events, and things have changed radically in the past decade or so. That change is not just from the perspective of law enforcement and emergency services, but also from the perspective of the public. The public has a heightened sense of awareness, are more conscience of the things going on, and bring anything suspect to our attention. He thanked our professionals, and also those who help our professionals. Without being unified as one, we would have a greater challenge that what we have currently.

► Human Resources Director Foster reported that last Friday we had the celebration for the end of our Get Fit Challenge. It was a fun event. Employees lost a combined 827 pounds in the 12-week program. It had a major impact on the participants, but also the culture within the departments. We have adopted healthier behaviors and hope those continue. She also reported that in two weeks we will have biometric screenings, and numbers can be compared from a year ago to see how the numbers may have improved as part of the Challenge.

Ms. Booker stated that this was worthy of applause.

Mayor Dennis stated that we have changed our philosophy in City Hall. It is incredible to see how the whole culture has changed.

3. ADJOURNMENT

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