

Subject to approval at the March 11, 2014, Board of Works meeting.

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

MARCH 4, 2014

8:30 a.m.

West Lafayette Public Library
Walnut Room

Members present were Sana G. Booker, Shawn R. Little, and Bradley W. Marley. Jonathan C. Speaker was absent. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. February 25, 2014, Meeting

Ms. Little moved to accept the minutes of the February 25, 2014, Board of Works meeting. Mr. Marley seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: Public Rights-Of-Way Landscape Maintenance – Parks

Parks Stewardship Manager Dunten explained that requests for quotes were sent out for maintenance contracts on five median locations throughout the City.

Clerk-Treasurer Rhodes opened and read aloud the three responses to the request for quotes:

Company: Custom Cuts Lawn Care, Inc.		Total Maximum Quote
1	US 52/Sagamore Parkway Medians (6 island beds)	\$6,800
2	Wiggins St. (east of Salisbury St. on south side of road)	\$2,160
3	US 52/Sagamore Parkway & Northwestern Overpass	\$8,675
4	Cumberland Avenue between US 52/Sagamore Parkway and Salisbury St.	\$45,410
5	Northwestern Avenue, north of Lindberg Rd. and including the Yeager Road roundabout (plus the medians that extend 200 feet north on Yeager Road and 300 feet north on Northwestern Avenue) and mowing areas	\$11,310

Company: The Brickman Group, LTD		Total Maximum Quote
1	US 52/Sagamore Parkway Medians (6 island beds)	\$10,850
2	Wiggins St. (east of Salisbury St. on south side of road)	\$3,495
3	US 52/Sagamore Parkway & Northwestern Overpass	\$16,258
4	Cumberland Avenue between US 52/Sagamore Parkway and Salisbury St.	\$25,982
5	Northwestern Avenue, north of Lindberg Rd. and including the Yeager Road roundabout (plus the medians that extend 200 feet north on Yeager Road and 300 feet north on Northwestern Avenue) and mowing areas	\$4,810

Company: Freedom Lawns		Total Maximum Quote
1	US 52/Sagamore Parkway Medians (6 island beds)	\$7,450
2	Wiggins St. (east of Salisbury St. on south side of road)	\$1,707

BOARD OF WORKS MINUTES, March 4, 2014, CONTINUED

Company: Freedom Lawns		Total Maximum Quote
3	US 52/Sagamore Parkway & Northwestern Overpass	\$9,195
4	Cumberland Avenue between US 52/Sagamore Parkway and Salisbury St.	No Submission
5	Northwestern Avenue, north of Lindberg Rd. and including the Yeager Road roundabout (plus the medians that extend 200 feet north on Yeager Road and 300 feet north on Northwestern Avenue) and mowing areas	No Submission

Mr. Marley moved that the quotes be taken under advisement. Ms. Little seconded the motion.

In response to a question from Ms. Booker, Mr. Dunten stated that the quote from Freedom Lawns is still considered complete without the submissions for the last two locations.

The motion was adopted.

b. Bid Acceptance: Tree Replacements for Western Sanitary Interceptor, Division II – Custom Cuts Lawn Care Inc. – WWTU

WWTU Director Henderson reminded the Board that bids were opened for this project at the February 18, 2014, meeting. He noted that, with the help of Greeley and Hansen, there is a bid tabulation distributed to the Board. He requested approval to accept the apparent low responsive and responsible bid from Custom Cuts Lawn Care, Inc. in the amount of \$183,142.31.

Ms. Booker moved that the tree replacements bid acceptance be approved. Mr. Marley seconded the motion.

The motion was adopted.

Director Henderson stated that he will request approval of a contract at a future meeting.

Clerk-Treasurer Rhodes noted for the record that we will be returning the cashier's check that was submitted as security from Acres Group.

c. Agreement: Quantity Purchase Award – Wireless Communication – AT&T – Clerk-Treasurer

Clerk-Treasurer Rhodes stated that a notice was received from AT&T that our participation for the State's Quantity Purchase Award agreement had expired, making us ineligible for continued discounts. We re-entered into the agreement to continue getting the more favorable rates, and Clerk-Treasurer Rhodes requested that the Board ratify the signing of this agreement.

Mr. Marley moved that the Wireless Communication agreement with AT&T be ratified. Ms. Booker seconded the motion.

The motion was adopted.

d. Agreement: Building Service – R.K. General Cleaning, LLC – Police

Deputy Police Chief Leroux requested approval for a building service cleaning agreement for the Police Station in the amount of \$650 per month which is needed due to the move out of City Hall. This agreement specifically assists the current part-time

janitor with the additional 14 employees that were brought into the Police Station. He explained that the funds for this come from the City Hall contract with MJV Group that was canceled with a 30-day notice. We are also looking for cleaning services for the employees that were moved to the Morton Center.

Ms. Little moved that the building service agreement be approved. Ms. Booker seconded the motion.

The motion was adopted.

Mayor Dennis complimented Deputy Chief Leroux on all of the work he has done in moving employees throughout the City.

Deputy Chief Leroux thanked the department heads and the staff for their willingness to assist.

e. Claims

i.	AP Docket	\$94,776.90
ii.	AP Docket	\$12,422.19
iii.	AP Docket	\$3,288.63
iv.	PR Docket	\$110,548.69
v.	PR Docket	\$13,059.48

Ms. Little 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.

f. Other Items

► Mayor Dennis complimented Street Commissioner Downey and his staff for the work done for the snow on Sunday.

Commissioner Downey noted that they have worked for seven weekends in a row.

► Clerk-Treasurer Rhodes announced that the drop boxes in the parking lot and front door at City Hall are still in operation and monitored daily, as always. She asked that customers continue to use the boxes for parking and utility.

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.