

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

AUGUST 19, 2014
8:30 a.m.
Morton Community Center
Multi-Purpose Room

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

1. APPROVAL OF MINUTES

a. August 12, 2014, Meeting

Ms. Little moved to accept the minutes of the August 12, 2014, Board of Works meeting. Mr. Speaker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Oath of Office: Street Commissioner – Douglas Payne – Mayor

Mayor Dennis introduced the new Street Commissioner, Douglas Payne, and administered the Oath of Office.

Street Commissioner Payne expressed his appreciation for this opportunity. He provided some details about his background, including that he has worked in construction and street repairs for 20 years and has held leadership positions. He has lived in West Lafayette for 10 years and has seen how things work here. He expressed that he is proud of it and believes that the Street Department staff does a great job.

Mayor Dennis stated that he knows that with guidance from Public Works Director Buck and the other department heads that Commissioner Payne will find that this is an amazing community. He explained the City's focus on the community and the citizen's involvement. He welcomed Commissioner Payne to having about 40,000 bosses.

b. Quote Opening: Parking Enforcement System – Police

Police Chief Dombkowski stated that we sent out for quotes for a parking system to move from an antiquated, truly analog system of chalking tires to hopefully moving to do that electronically. He explained that numerous Indiana cities have gone to that, including Lafayette. He confirmed for Mayor Dennis that the new system will take a picture of the license plate and that it will be a lot more efficient. It will time-mark the vehicle at a certain spot in the City.

Clerk-Treasurer Rhodes opened the quotes and read them aloud:

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Company: Aparc Technologies, LLC	
Option A – Capital Model	
Ticket Manager Enforcement System	\$71,156
Mobile License Plate Recognition (LPR) System	\$47,994
Total Option A	\$120,150
Option B – Recurring Model	
Base Monthly Services Cost	\$3,315
Total Capital Cost	\$61,044

Company: Gtechna USA	
Parking enforcement with handheld and LPR	\$68,785.00
Monthly Lease to Buy Option (3 year term)	\$3,222.37
Parking management system with android enforcement for 1 ANDROID Handheld & 1 LPR mobile unit	\$66,410.00
Monthly Lease to Buy Option (3 year term)	\$3,121.54

Both quotes include cost breakdown detail of various requirements and options, including recurring costs.

Clerk-Treasurer Rhodes stated that these two quotes were the responses to the request for quotes and were received timely.

Mr. Speaker moved that the parking enforcement system quotes be taken under advisement. Ms. Booker seconded the motion.

The motion was adopted.

c. Quote Opening: Fall 2014 Operation Releaf Tree Project – Development

Marketing and Grants Administrator Shaw stated that this is a project that has been in the works most of the summer. Members of the Tree Friends went door-to-door in three neighborhoods—Prophets Ridge, Barberry Heights, and Amberleigh Village—and offered trees to homeowners there who have that space for them. There will be 116 trees going out primarily to those neighborhoods. The trees will be paid for from an Indiana Department of Natural Resources (DNR) grant and CDBG funds.

Clerk-Treasurer Rhodes opened the quotes and read them aloud:

Company	Total Base Quote
Custom Cuts Lawn Care, Inc.	\$26,652.50
Acres Group	\$37,529.00
GardenArt, Inc.	\$29,000.00
Greenvision LLC	\$37,337.00

Ms. Little moved that the Fall 2014 Operation Releaf quotes be taken under advisement. Ms. Booker seconded the motion.

The motion was adopted.

d. Quote Opening: Cumberland Shelter Installation – Parks

Parks Superintendent Joe Payne stated that through a grant from the Community Foundation to the Parks and Recreation foundation, and with front money from the Redevelopment Commission, a shaded area is being installed on concrete north of the

Farmers Market in Cumberland Park. He credited Steve Green [West Lafayette Tree Friends member] and Bev Shaw for doing work on the application.

Mayor Dennis asked if it is a fixed tent.

Superintendent Payne responded that it is a series of triangular fabric pieces, which are removed during the winter, that go on top of steel poles. It is from the same manufacturers that provide the nice structures at the pool. He stated that it is an involved installation with huge steel poles due to wind.

Clerk-Treasurer Rhodes stated that one quote was received via email from Simon Construction. The lump sum quote is in the amount of \$14,410.00. She noted that it is the only response to the request for quote and it was received timely.

Mr. Speaker moved that the Cumberland shelter installation quotes be taken under advisement. Ms. Booker seconded the motion.

Superintendent Payne stated that he did have two other contractors respond via email saying that they appreciate the opportunity to quote, but they were too busy to meet the timeframe.

The motion was adopted.

e. Hire: Facility Operator – Jonah Johnson – WWTU

WWTU Director Henderson requested approval to hire Jonah Johnson as a Facility Operator effective August 22, 2014, with a bi-weekly salary of \$1,333.60. He explained that this rate is because Mr. Johnson currently has his Class II Wastewater Operator Certification and he has previously worked for the town of Otterbein as Utility Superintendent.

Mr. Speaker moved that the hire of Jonah Johnson as Facility Operator be approved. Ms. Booker seconded the motion.

The motion was adopted.

f. Amendment No. 2: Chemical Feed Facilities for Phosphorus Removal – Wessler Engineering – WWTU

Director Henderson requested approval of an agreement with Amendment No. 2 with Wessler Engineering as the Chemical Feed Facilities for Phosphorus Removal project moves into the construction phase. The additional services and fees for the amendment are given as follows:

Service	Estimated Fee
Construction Administration	\$110,000
Resident Project Representative	\$135,000
Warranty Assistance	\$5,000

Ms. Little moved that Amendment No. 2 with Wessler Engineering be approved. Ms. Booker seconded the motion.

The motion was adopted.

g. Agreement: 2014 Wastewater Treatment Plant Projects – Layne Heavy Civil, Inc. – WWTU

Director Henderson stated that the Board approved the Notice of Award for the Wastewater Treatment Plant Projects at the August 5, 2014, meeting. He requested approval of the agreement with Layne Heavy Civil, Inc. He reminded the Board that the project price is \$1,196,600. He added that the contractor has already brought submittals of materials they wish to use to the pre-construction meeting and they have already brought trailers on site; they are eager to get going on this project.

Ms. Booker moved that the agreement with Layne Heavy Civil, Inc. be approved. Mr. Speaker seconded the motion.

Ms. Booker asked, speaking of construction, if RL Turner has completed the North Side Regional Lift Station project.

Director Henderson responded that it is not complete. Substantial completion paperwork is being moved around for signatures and will come to the Board for final approval. He explained that the most significant thing that is not done yet is a supplier-related problem at this point. It is the cornice system, which is the foundation for putting the channel glass wrap on the lift station. It had not arrived yet as of Director Henderson's visit to the site yesterday.

Ms. Booker stated that we have to rush because winter is coming, and we know that that is a problem.

Clerk-Treasurer Rhodes asked if we can expect, because of the eagerness of the contractor to start, that the escrow agreement will come to the Board shortly.

Director Henderson responded that it will. It was discussed at the pre-construction meeting and he will remind the contractor's office so that pay applications can be processed in a timely fashion.

The motion was adopted.

h. Notice to Proceed: 2014 Wastewater Treatment Plant Projects – Layne Heavy Civil, Inc. – WWTU

Director Henderson requested that the Board approve and authorize Mayor Dennis to sign the Notice to Proceed so that Layne Heavy Civil can start moving things out of those trailers and get busy.

Mr. Speaker moved that the notice to proceed with Layne Heavy Civil, Inc. be approved. Ms. Booker seconded the motion.

The motion was adopted.

i. Change Order No. 1: 2014 CDBG Sidewalk Project – Fairfield Contractors – Engineering

Public Works Director Buck requested approval for Change Order No. 1 with the CDBG Sidewalk Project. He stated that it will be the only change order for the project as it is complete. This items included in the change order are a balancing of quantities used versus the planned quantities, along with the addition of some retaining wall along Twin Pines Co-Op House between Waldron and University Streets. He noted that the work

on the retaining wall was done by Doug Payne. The change order is an add of \$31,644.84, bringing the new contract total to \$139,114.84.

Ms. Little moved that Change Order No. 1 with Fairfield Contractors be approved. Ms. Booker seconded the motion.

The motion was adopted.

j. Claims

- i. AP Docket \$175,087.95

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

There were no questions or comments about the claims.

The motion was adopted.

k. Informational Items

- i. Legal Budget & Expenses – Clerk-Treasurer
There were no questions or comments about the listing.
- ii. Park Board Dockets
There were no questions or comments about the listing.

l. Other Items

► Director Buck and Engineering Assistant Garrison provided construction project updates. Director Buck reported that there is a permanent reduced speed limit on Northwestern Avenue between Dodge and Grant Streets from 30 mph to 25 mph. As work is continued on railings, street lighting, and the new signals, the project will come together to make that area a lot safer for motorists and pedestrians to interact in that busy corridor. He stated that as the City works in conjunction with Purdue on a Master Bike Plan for campus, there is a change on 4th Street to one-way eastbound traffic which is a shared lane with bicycles. There will also be a counter-flow bike lane for westbound bikes to connect into the campus facilities continuing to the west.

Engineering Assistant Garrison reported that along with 4th Street there will be additional signage for bikes put up to reduce confusion. The Cumberland Avenue project is progressing with utilities doing relocate work and storm sewer drainage put in. Salisbury Street is nearly wrapped up, with a final walk-through is yet to be done and some signage that is on order. He reported that the Northwestern project is slowed while waiting for traffic signal materials that are on order.

► Ms. Shaw invited everyone to help with the Meet & Greet event on August 26 at 6:00 p.m.

► Parks Assistant Superintendent Ainsworth reported that Ben Anderson was here to make an announcement, but he had to leave for an emergency situation, so she is doing so in his place. She announced that the Vectren Foundation has donated \$5,000 to this year's Global Fest. She read a letter from Mark H. Miller, Manager of Community Affairs for the Vectren Foundation.

Mayor Dennis thanked Assistant Superintendent Ainsworth for her hard work in generating revenue for the Global Fest event.

Assistant Superintendent Ainsworth noted that this is the 19th year.

▶ Director of Development Poole reported that there is a ribbon cutting ceremony today for Purdue Federal Credit Union (PFCU) at Wang Hall. He stated that that project, after long discussion and debate, is finally up and running. The upper floors are ready to go with people moved in the apartments for Purdue, but now the commercial side is being opened. The main grand opening for the public of all of Wang Hall is September 19, but today is just for PFCU.

▶ Fire Chief Heath reported that there is a swearing-in ceremony today for three new firefighters at Fire Station No. 1.

▶ Police Chief Dombkowski reported that there is a lot of things going on with schools kicking off last week. The Department is still heavy in the school zones. There will be bicycle officers out every day next week in the Village reminding people to follow bicycle laws as Purdue students return in full. That program will be maintained for the first couple of weeks in partnership with Purdue Police. The Neighborhood Resource Team (NRT) is out in force checking on things as people are moving in. he reported that an OWI checkpoint is scheduled for August 28, just before the first home football weekend.

Mayor Dennis congratulated the Police Department on the work done during the first day of school where the construction is taking place at the Cumberland school.

3. ADJOURNMENT

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