

BOARD OF PUBLIC WORKS AND SAFETY MINUTES  
November 14, 2006

Approved at the November 21, 2006, Board of Works meeting.

The Board of Public Works and Safety of the City of West Lafayette, Indiana met in regular session in the Board of Works Room at City Hall on November 14, 2006, at 11:00 a.m. Present were Janet L. Broyles and Gilbert T. Satterly, who presided. Mayor Mills was absent.

Bid Opening: Barberry Heights Lift Station and Force Main Replacement – WWTU

Clerk-Treasurer Rhodes opened one bid for the Barberry Heights Lift Station and Force Main Replacement for Wastewater.

Mr. Satterly read the bid aloud:

| <b>Bidder</b>          | <b>Base Bid</b> | <b>Alternate #1</b> | <b>Alternate #2</b> |
|------------------------|-----------------|---------------------|---------------------|
| Atlas Excavating, Inc. | \$1,023,550     | \$1,038,550         | \$421,340           |

Clerk-Treasurer Rhodes said that is the only bid that arrived, sealed as required by the bid notice. This morning at 10:24 a.m., our office received notification from a bidder who then emailed his bid to us. We printed out the email. Does the Board wish to consider the bid? Mr. [City Attorney] Bauman?

City Attorney Bauman said my advice would be an email is not a sealed bid, and I think one of the bidding requirements was for a bid bond, and I'm unaware of how one can communicate an actual bid bond by email.

Clerk-Treasurer Rhodes said I think they are at least pdf files and I wanted, for the record, to tell you that that had occurred this morning.

Mr. Satterly said we will not accept that.

Clerk-Treasurer Rhodes said that will not be accepted. Therefore, there is only one valid bid for this project.

Mr. Satterly said and what is this for?

Clerk-Treasurer Rhodes said M.D. Wessler and Associates has provided you with a bid tabulation sheet. The bidders listed on the left-hand column represent firms who obtained bid packets. Only one bidder responded.

Mr. Satterly said okay.

Public Works Director Downey said we'll take them under advisement, please.

Bid Opening: 2007 Four-Wheel Drive Backhoe/Loader – Street

Clerk-Treasurer Rhodes opened four bids for a 2007 four-wheel drive backhoe loader for the Street Department.

Mr. Satterly read the bids aloud:

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| <b>Bidder</b>                   | <b>Bid Amount</b> | <b>Less Trade-in</b> | <b>Bid Price</b> |
|---------------------------------|-------------------|----------------------|------------------|
| Holt Equipment Company, LLC     | \$79,700          | (\$41,000)           | \$38,700         |
| Brandeis Machinery & Supply Co. | \$71,967          | (\$26,000)           | \$45,967         |
| MacDonald Machinery Co., Inc.   | \$79,000          | (\$28,000)           | \$51,000         |
| Rudd Equipment Co.              | \$72,969          | (\$15,000)           | \$57,969         |

Information for Board: Park Board Meeting – Parks

Parks Superintendent Payne said we have a Parks & Recreation Board meeting Monday at 4:30 in this room.

Request for Dumpster in Street – Delaware Drive – Engineering

City Engineer Buck said I have a couple of items for the Board this morning. The first is a request for a dumpster to be placed on Delaware Drive at 2237 Delaware Drive. The request comes from Sam Simon of Simon Construction. They'd like to place a 20-yard dumpster on the west side of Delaware while they do demolition for an addition at that previously-noted address. The last two weeks in November is when they anticipate doing this. Normally, we don't allow dumpsters to be placed in the street. They've agreed that they will put protection down on the street to protect the street and prevent them from tearing up the yard at this time. I've talked to Mr. [Public Works Director] Downey and to the Police, and emergency access won't be hampered by this, it'll just be their parking space in front of their house. I'd like to request Board approval on the dumpster placement for the two-week period, provided that they provide protection of the street. They've also attached a certificate of insurance as well for the City, or for the Board of Works, technically.

Ms. Broyles said I move that we approve the placement of a dumpster at 2237 Delaware Drive, it'll be the last two weeks in November, as requested. Motion was seconded by Mr. Satterly, and the vote was AYE.

Contract: The Schneider Corporation – Professional Services for Cumberland Avenue Reconstruction – Engineering

City Engineer Buck said the next item I have is for professional services agreement with The Schneider Corporation. This is for our Cumberland Avenue Reconstruction Project. If you can recall, several months ago, we selected Schneider as the design firm to engineer a reconstruction of Cumberland Avenue. With busy schedules, we've spent a lot of time negotiating the scope of this project, and we feel like we have got to a point where the public involvement is at a level that the City would like to have. We're going to use GIS information. We're going to hold off on a lot of the actual topographic survey until the scope is better defined. There's going to be a preliminary engineering study as a part of this, as well as a traffic operations analysis done as a part of this agreement today. We'd like to request the Board's approval on the items noted in the contract, and I've got three copies here. They're tabbed for your signature pages. We'd like approval to go ahead and begin the engineering study, traffic operations analysis, a public involvement phase, as well as a 3-D multimedia element, where they're going to do an actual animation. What the finalized scope, or what the alternate that ultimately gets selected would look like, in an animation form. We're excited to get started.

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Assistant Police Chief Walker said is this the Cumberland extension?

City Engineer Buck said this is not Cumberland extension. The County is actually having a community advisory meeting tonight about extending Cumberland from the end of The Lodge over to Klondike Road, and that's new road construction, new route and new alignment, and they're studying which alignment should be considered there. This is from 52 to Soldiers Home, and reconstructing the existing Cumberland Avenue. The pavement's getting really deteriorated. We just restriped the section from Salisbury Street to 52, so it's the same manner as what's east of there, over to Soldiers Home, clarifying how many driving lanes there are, there's a bike lane, there's a parking lanes now on the entire length of it. We want to look at issues like that, as well as other access to properties, to school. The public involvement phase will really involve all the stakeholders along this route, from the Research Park to the school corporation to Friendship House and George Davis Manor, and all the folks who live in the neighborhoods that abut as well. We'll involve the Plaza Park neighborhood, the Barbary Heights neighborhood, University Farms as well.

Ms. Broyles said someone who lives near there and drives that all the time, I'm excited. I move that we approve the professional services agreement with The Schneider Corporation for the Cumberland Avenue preliminary engineering, traffic analysis, public involvement, and 3-D media, and there is an Attachment B fee schedule. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board and Public: Traffic Commission Meeting – Engineering

City Engineer Buck said and the last thing I'd like to just make mention, Traffic Commission will meet in this room tomorrow night at 5, and we will be having a presentation on roundabouts given by Assistant City Engineer Jeromy Grenard, and the public is invited. The City's going to consider those intersection treatments on future projects involving reconstruction of an intersection.

Rebid Announcement: Two 2007 Pickup Trucks – WWTU

Public Works Director Downey said I would like to ask the Board to change—I recommended that you accept the bids on two trucks last week, and I would like to request that you take that back, and I have new specifications for your approval, and select advertising dates and bid opening dates for those two trucks again, because of an error that was made in some paperwork. I need to take those two back. I have not notified the dealers yet that they were awarded those bids, so there's no problem there. We'll readvertise those two trucks, plus one change in the specifications is the fact that I've added a trade-in of a '95 Ford Taurus that we have that I believe we need to get rid of.

Ms. Broyles said I move that we agree to rebid the pickup trucks. Motion was seconded by Mr. Satterly, and the vote was AYE.

Ms. Broyles said and that we set advertising and bid opening dates.

Clerk-Treasurer Rhodes said advertise the 24<sup>th</sup> and the 1<sup>st</sup>, with bid opening on the 12<sup>th</sup>.

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Public Works Director Downey said the 12<sup>th</sup>?

Clerk-Treasurer Rhodes said of December.

Public Works Director Downey said okay. Thank you very much.

Mr. Satterly said we need to do that, I guess.

Ms. Broyles said yes. I move that we set advertising dates of November 24 and December 1, with a bid opening date of December 12 for the two pickup trucks. Motion was seconded by Mr. Satterly, and the vote was AYE.

Public Works Director Downey said thank you very much.

Easements – Purdue and PRF – Western Interceptor (Division 1) – WWTU

Public Works Director Downey said I believe we've seen this plan before. We'll get on with more pleasurable business. We've been waiting a long time for this. This is the Western Interceptor, and this is the map of it, and this is the start of it, Windsor and Northwestern, over to Cherry Lane and McCormick, and then back up to the Blackbird Lift Station. Mr. Knapp [Jim Knapp, Senior Civil Engineer, Physical Facilities, Purdue University] from Purdue University has brought us the easements for that pipe that I would request that the Board sign and have the Mayor sign them when she gets back in town. But I believe, Bob [City Attorney Bauman], two Board of Works members need to sign at the present time?

City Attorney Bauman said well, I think the Board of Works needs to approve them, yes.

Public Works Director Downey said yes. Bob [City Attorney Bauman] has reviewed those.

Ms. Broyles said okay, I move that we approve the grant of Easement for the Western Interceptor Division I Sanitary Sewer Line from PRF and Purdue. It's a grant of temporary and permanent greenway easement from Purdue Research Foundation, grant of easement from Purdue Research Foundation, letter of agreement from Purdue Research Foundation, grant of easement from The Trustees of Purdue University, and the letter of agreement from The Trustees of Purdue University.

Mr. Satterly said do we need to mention where the easements are located?

Public Works Director Downey said basically, they're going through the Purdue Golf Course, and then through the PRF property that's over here on the corner of Cherry Lane and—

City Engineer Buck said west of McCormick.

Mr. Satterly said that's Purdue land there?

Public Works Director Downey said yes, Purdue's lands also.

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City Engineer Buck said everything involved in Division 1 of the project is either across PRF or [Purdue] Trustee-owned property.

Ms. Broyles said as he said.

Mr. Satterly said the minutes show that David mentioned, as far as where the easements are located, you move and I'll second.

Ms. Broyles said I move that. Motion was seconded by Mr. Satterly, and the vote was AYE.

Public Works Director Downey said I thank you very much. We'll start digging.

Mr. Knapp said there should be a letter of agreement in there also, in addition to the easements.

Public Works Director Downey said it's on top.

Ms. Broyles said yes, a letter of agreement.

Public Works Director Downey said that's all I have.

The specific items approved are as follows:

Grant of Temporary Greenway Easement [Parcel 5A, 134-07000-0042, 134-07000-0053] and Permanent Greenway Easement [Parcel 5, 134-07000-0042, 134-07000-0053, 134-07000-0108] by Purdue Research Foundation.

Grant of Temporary Easement [Parcels 1A, 1B, 1C, 134-06900-0142; Parcels 2A and 2B, 134-07000-0031; Parcel 4A, 134-07000-0042; Parcel 5A, 134-07000-0042; Parcel 5B, 134-07000-0053, 134-07000-0108] and Permanent Easement [Parcel 1, 134-06900-0142; Parcel 2, 134-07000-0031; Parcel 4, 134-07000-0042; Parcel 5, 134-07000-0042, 134-07000-0053, 134-07000-0108] by Purdue Research Foundation for Western Interceptor (Sanitary Sewer Line) Division 1.

Grant of Temporary Easement [Parcels 3A, 3B, 3C, 134-07000-0020] and Permanent Easement [Parcel 3, 134-07000-0020; Parcel 3D, 134-07000-0020] by The Trustees of Purdue University for Western Interceptor (Sanitary Sewer Line) Division 1.

Two Letters of Agreement [re Grants of Easement for Western Interceptor Division 1 Sanitary Sewer Line in Tippecanoe County, Indiana, dated November 9, 2006], one from Purdue Research Foundation and one from The Trustees of Purdue University.

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Claims

Mr. Satterly moved to approve the claims as submitted in four dockets in the following amounts:

|                  |              |
|------------------|--------------|
| Accounts Payable | \$77,825.72  |
| Payroll          | \$289,896.32 |
| Accounts Payable | \$1,436.49   |
| Accounts Payable | \$121,446.80 |

Motion was seconded by Ms. Broyles, and the vote was AYE.

Proclamation

Mr. Satterly said we have another item of business. President of the West Lafayette City Council Ann Hunt has a proclamation to read.

Councilor Hunt said thank you, Mr. Satterly. This is a proclamation that Mayor Mills has asked me to read, for the National Hunger and Homelessness Awareness Week 2006. It's rather long, so bear with me.

**PROCLAMATION  
National Hunger and Homelessness Awareness Week 2006**

- WHEREAS, The Homelessness Prevention and Intervention Network of Tippecanoe County has sponsored the National Hunger and Homelessness Awareness Week; and
- WHEREAS, The purpose of this proclamation is to educate the public about the many reasons people are hungry and homeless, including the shortage of affordable housing in Tippecanoe County for very low income residents; and to encourage support for homeless assistance service providers as well as community service opportunities for students and school service organizations; and
- WHEREAS, There are many organizations committed to sheltering and providing supportive services, as well as meals and food supplies to the homeless, including all of the members of the HPIN; and
- WHEREAS, The theme of National Hunger and Homelessness Awareness Week 2006 is "Bringing Americans Home"; and
- WHEREAS, The community recognizes that hunger and homelessness continue to be serious problems for many individuals and families in Tippecanoe County.
- THEREFORE, I, Ann Hunt, in substitution for Jan H. Mills, Mayor of the City of West Lafayette, do hereby proclaim November 12-18, 2006, as

**NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK**

and encourage all citizens to recognize that many people do not have housing and need support from citizens and private/public non-profit service entities.

Jan H. Mills  
Mayor

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Minutes

Ms. Broyles said I move we approve the minutes of the November 8, 2006, Board of Works meeting. Motion was seconded by Mr. Satterly, and the vote was AYE.

Adjournment

There being no further business at this time, Ms. Broyles moved for adjournment. Motion was seconded by Mr. Satterly, and the vote was AYE.