

BOARD OF WORKS AND PUBLIC SAFETY

DECEMBER 22, 2010

4:00 P.M.

10 SOUTH STATE STREET

COUNCIL CHAMBERS, ROOM 127

PRESENT:	Joe Duffy	Greg Niece
	Brad DeReamer	David Scheiter
	Gregg Morelock	Chief Roberts
	Larry J. Breese	Mike Fruth

APPROVAL OF MINUTES:

Duffy moved to approve the December 8, 2010 meeting minutes as presented, seconded by DeReamer. Motion carried *viva voce*.

MAYOR'S OFFICE:

DeReamer presented and requested approval of the city's Liability and Causality Insurance Premiums for 2011 at \$630,399.00 as prepared by Pence Low and Brooks Insurance Agency. DeReamer moved to approve this proposal, seconded by Duffy. Motion carried *viva voce*.

CLERK-TREASURER'S OFFICE:

Clerk-Treasurer, Breese presented the Claims / Vouchers for approval. Duffy moved to approve the Claims as presented and release for payment, seconded by DeReamer. Motion carried *viva voce*.

Clerk-Treasurer, Breese requested that Jill L. Runkle be confirmed as the newly appointed Deputy Clerk-Treasurer I position, effective December 25, 2010. Duffy moved to approve the appointment of Jill L. Runkle within the Clerk-Treasurer's Office as presented, seconded by DeReamer. Motion carried *viva voce*.

STREET / CEMETERY DEPARTMENT:

Greg Niece presented the Park Cemetery Deeds for acceptance and approval. Duffy moved to approve the park Cemetery Deeds as presented, seconded by DeReamer. Motion carried *viva voce*.

SEWER & WATER DEPARTMENT:

David Scheiter requested that the Water Connection Fee be restructured, effective January 1, 2011 as outlined in letter submitted and made apart of these minutes. City Attorney, Morelock questioned whether this Board or the Common Council would need to approve a variance in rate structures. Mr. Scheiter stated upon reviewing the current ordinance regarding the Water Utility that this request for adjustment could be made by the Board of Works and Public Safety. DeReamer moved to approve this request as presented, seconded by Duffy. Motion carried *viva voce*.

David Scheiter recommended that the low quote from Smith Implement for a John Deere Mini-Excavator in the amount of \$50,022.44 be accepted. Mr. Scheiter also recommended that Option #1, a trailer for the unit at \$5,700 and Option #2, a combo angle-digging attachment with smooth edged bucket at \$5,200 be accepted with the base quote. The total purchase price for the mini-excavator and associated options would total to \$61,500.00. DeReamer moved to approve the purchase from Smith Implements for a John Deere mini-excavator with Options #1 and #2 be approved, in the total amount of \$61,500.00 as presented, seconded by Duffy. Motion carried *viva voce*.

BOARD OF WORKS MINUTES OF 12-22-2010 PAGE 2

David Scheiter recommended after reviewing proposals for the Water Tower & System Review Project, that the firm of Burgess & Nipple, Inc. be awarded the contract for this work. Duffy moved to approve this request to hire Burgess & Nipple, Inc. for the Water Utility for work as outlined by Mr. Scheiter, seconded by DeReamer. Motion carried *viva voce*.

FIRE DEPARTMENT:

Chief Roberts requested that Thomas Spille, Joe Kenney, Austin Strong, Scott Connor and Eric Smith be hired as Volunteer Firefighters, effective January 1, 2011. Duffy moved to approve the hiring of those mentioned and recommended by Chief Roberts, seconded by DeReamer. Motion carried *viva voce*.

ENGINEERING DEPARTMENT:

Mike Fruth presented Change Order No: 3 for the Business Park Infrastructure Project EDS #249-10-320074 with Calumet Civil Contractors, Inc., with an increase in the amount of \$6,508.93 be approved, bringing the total amount for the project to \$480,105.07. Mr. Fruth mentioned that this project was being funded by INDOT and the increase was for additional concrete work for median island removal and replacement and painting per INDOT requirements. Along with the Change Order, Mr. Fruth presented an amended Certificate of Completion for this project for State Road 9 Improvements for Progress Park Greenfield, Indiana. DeReamer moved to approve the Change Order #3 and accept the Certificate of Completion as presented, seconded by Duffy. Motion carried *viva voce*.

Mike Fruth recommended after reviewing proposals for the Weston Village Drainage Improvements Project for Consultant Selection be approved to initiate contract negotiations with Hannum & Wagle and Cline for this work. DeReamer moved to approve this request to hire Hannum Wagle and Cline as requested, seconded by Duffy. Motion carried *viva voce*.

Mike Fruth presented an Subdivision Improvement Agreement Amendment to the original agreement made by and between the City of Greenfield Board of Works and Public Safety and Pedcor Investments, LLC. The Subdivider and the City of Greenfield desire to amend the original subdivision improvement agreement for Prairie Meadows Subdivision to include the improvements as shown on the Prairie Meadow construction plans dated May 30, 2008 and in particular the offsite private retention area as shown on the construction plans. All other terms and conditions of the original Subdivision agreement shall remain in full force and effect. DeReamer moved to approve the amendment as presented, seconded by Duffy. Motion carried *viva voce*.

ADJOURNMENT:

There being no further business to be brought before the Greenfield Board of Works and Public Safety, Duffy moved to adjourn the meeting at 4:13 p.m., seconded by DeReamer. Motion carried *viva voce*.

Larry J. Breese, IAMC, MMC
Clerk-Treasurer

Joe Duffy, Chairman
Presiding Officer



Water Utility
451 Meek Street • Greenfield, Indiana 46140
Phone 317-477-4350 Fax 317-477-4351
water@greenfieldin.org

December 16, 2010

Mayor Brad DeRearner
Board of Public Works & Safety
10 South State Street
Greenfield, IN 46140

Re: Water Meter / Connection Fee
Rate Restructure

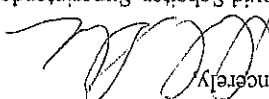
Mayor & Board Members,

A new development called Reflections at Bluestone will soon be starting to build on Blue Road adjacent to the Bluestone Apartments. A request for a 3" water meter to serve their largest building required us to take another look at our current Connection Fee schedule. The last changes to the fees were only made to the 5/8" water meter and its associated Connection Fee. The larger 1" meter was left alone and has a lower rate than the 5/8".

The previous rates were associated with installing fees or time and material on the 2" and larger meters. Since these two "alternatives" for pricing meters did not concur with the actual meter installation practices, we felt a "cost of service" pricing schedule seems more practical for the Water Utility.

The rate changes have been discussed with the Engineering and Planning Departments who agree that the changes are needed. Please consider the following Meter/Connection Fee schedule for the Board's approval.

5/8"	\$1,100
1"	\$1,300
1 1/2"	\$1,700
2"	\$2,000
3"	\$3,000
4"	\$4,000
5"	TBD

Sincerely,

David Scheiter, Superintendent
Greenfield Water and Wastewater Utilities

City of Greenfield
Insurance Summary
2011

Coverage	2010 expiring	2011 renewal	
Package - Incl. Property, Personal Property & Liability	\$ 158,071.00	\$ 174,575.00	New purchases and building value increases
Commercial Auto	\$ 108,955.00	\$ 104,990.00	
Umbrella	\$ 75,145.00	\$ 76,561.00	
Work Comp.	\$ 142,940.00	\$ 156,772.00	NCCL rate incr. and MOD incr. 1.01 to 1.04
Fireman Medical	\$ 22,897.00	\$ 24,081.00	
EMT/Paramedics PCF	\$ 6,897.00	\$ 7,865.00	New hires
Police Professional	\$ 36,346.00	\$ 35,843.00	
Public Officials Professional	\$ 41,558.00	\$ 49,712.00	Losses
Total	\$ 592,809.00	\$ 630,399.00	



Water Utility

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December 16, 2010

Mayor Brad DeReamer
Board of Works & Public Safety
10 South State Street
Greenfield, IN 46140

Re: Water Tower & System Review
RFP Selection Decision,

Mayor & Board Members,

Earlier this fall, I proposed to the Board of Works and the City Council an idea that our Water Utility employees developed over their many years of experience. You may recall it involved a review or our system and the possibility of water tower changes. We were asked to complete a Request for Proposal process and find an engineering firm to evaluate the system and make recommendations to the City.

The review process took a little longer than expected, but as you know, things don't always go as smooth or timely as we had planned. Several individuals including Mike Fruth and Karla Vincent of the Engineering Department assisted in the review of the submittals. Water Plant Foreman Bob Lane, his staff and I were also involved in these reviews.

Each participant was asked to review, rate and choose the top three proposals that they felt would meet the requirements set forth in the RFP. All eleven firms were represented at least once in the review selection. We felt that any of the submitting engineering firms could do a great job for the Water Utility on this project. Unfortunately, only one firm could be selected for this project.

Burgess & Niple, Inc. was the final choice of the selection committee. The City of Greenfield's Engineering Department and Water Utility greatly appreciate each of the firms that participated in this latest Request For Proposal. We understand the time and effort required to complete your submission and it is greatly appreciated.

Sincerely,

David Scheiter, Supl.
Greenfield Water & Wastewater Utility

Cc: Michael Fruth, City Engineer



Water Utility

451 Meek Street • Greenfield, Indiana 46140
Phone 317-477-4350 Fax 317-477-4351
water@greenfieldin.org

December 20, 2010

Mayor Brad DeReamer
Board of Works & Public Safety
10 South State Street
Greenfield IN, 46140

Re Mini-Excavator Quote

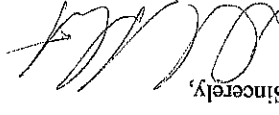
Mayor & Board Members,

Quotes for a mini-excavator were received at the December 8 Board of Works Meeting. Although the Case equipment dealer did not submit, we did receive quotes from BobCat of Anderson, Smith Implement, Inc. and United Rentals, Inc. quoted a Takeuchi unit. We also requested alternate pricing for a trailer to haul the excavator, a trenching attachment to dig swales and a hydraulically powered plate compactor to assist in back-filling excavations.

The base quote from each of the suppliers was as follows: BobCat = \$56,022.44, John Deere = \$50,600.00 and the Takeuchi = \$53,772.00. When the base pricing was added to the various options, Smith Implement's John Deere was the lowest overall quote.

It is our recommendation that the low quote from Smith Implement's for \$50,600.00 be accepted by the Board. We recommend that Option #1, a trailer for the unit at \$5,700 and Option #2, a combo angle-digging attachment with smooth edged bucket at \$ 5,200 are accepted with the low base quote. The total purchase price for the mini-excavator and associated options is \$61,500.00.

Please call with any questions or concerns you may have about the purchase of this equipment. We are very confident this unit will enhance our ability to maintain the Water, Sewer and storm Water Utilities.

Sincerely,

David Scheiter, Supl.
Greenfield Water & Wastewater Utilities



CERTIFICATE OF COMPLETION

To: Board of Public Works & Safety
City Hall
City of Greenfield, Indiana 46140

Re: Contract Dated: September 4, 2009
State Road 9 Improvements for Progress Park
Engineer's Project No.: 080370-20200

Mr. Steve Millbourne, first being duly sworn upon his oath, deposes and says that he is the Vice-President of Calumet Civil Contractors, Inc., Whites town, Indiana, and that he makes this affidavit as Vice-President of said company and for and on behalf of the same, and that he has full knowledge of the facts herein contained.

Affiant further says that the undersigned, Calumet Civil Contractors, Incorporated, contractor for the construction of:

STATE ROAD 9 IMPROVEMENTS FOR PROGRESS PARK
GREENFIELD, INDIANA

- Pursuant to the contract dated the 9th day of September, 2009, and does hereby certify and agree that:
1. All work required to be performed in accordance with the Contract Documents for the above project has been completed, and to the best of his knowledge and belief all of the work has been done in accordance with said Contract Documents.
 2. That all bills for subcontractors, laborers and material-men have been paid-in-full.
 3. The total and final cost of the work performed under said contract is \$480,105.07.

Calumet Civil Contractors, Incorporated
By *Steve Millbourne*
Steve Millbourne, Vice-President



Change Order

No. 3 (FINAL)

Date of Issuance: December 8, 2010 Effective Date: December 8, 2010

Project: Business Park	Owner: City of Greenfield	CITY/INDOT Contract Agreement
Infrastructure		HDS #249-10-320074
Contract: Stipulated Price		Date of Contract: September 4, 2009
Contractor: Calumet Civil Contractors, Incorporated		Engineer's Project No.: 080370-20200

The Contract Documents are modified as follows upon execution of this Change Order:

Description:
Complete additional work for concrete median island removal and replacement and painting per INDOT requirements
Attachments (list documents supporting change):
Description and breakdown of extra work completed per attached.

CHANGE IN CONTRACT PRICE:
CHANGE IN CONTRACT TIMES:
Original Contract Times: ☐ Working day ☐ Calendar days
Substantial completion date: November 20, 2009
Ready for final payment date: March 10, 2010

Contract Price prior to this Change Order: \$ 402,632.30
Contract Times prior to this Change Order: Substantial completion date: November 20, 2009
Ready for final payment date: March 10, 2010
Increase as result of this Change Order:
Substantial completion date: NC
Ready for final payment date: NC

Contract Price incorporating this Change \$ 6,508.93
Contract Times with all approved Change Orders: Substantial completion date: November 20, 2009
Ready for final payment date: March 10, 2010

RECOMMENDED: ACCEPTED: ACCEPTED:
By: Michael Frith, City Engineer By: Board of Works, Chairman By: Calumet Civil Contractors, Inc.
Date: Date: Date:

ATTEST: Larry J. Brees, Clerk/Treasurer
DATE: *Larry Brees*

SUBDIVISION IMPROVEMENT AGREEMENT AMENDMENT

Prairie Meadows Subdivision

This amendment is made this 22nd day of December 2010 to the original agreement made by and between the City of Greenfield Board of Public Works and Safety ("Board of Works") and Pedcor Investments, LLC ("Subdivider").

Preamble

WHEREAS, the Subdivider and the City of Greenfield desire to amend the original subdivision improvement agreement for Prairie Meadows Subdivision to include the improvements as shown on the Prairie Meadows construction plans dated 5-30-08 and in particular the offsite private retention area as shown on page C203 of the construction plans, a copy of which is attached as Exhibit A, in addition to the secondary plat.

All other terms and conditions of the original Subdivision agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Board of Works, by its Chairperson, and Subdivider execute this Agreement this 22 day of December, 2010.

BOARD OF PUBLIC WORKS AND SAFETY

Chairperson

Member

Member

ATTEST:

Clerk-Treasurer
City of Greenfield

Thomas Crowe, Member

Pedcor Investments, LLC

SUBDIVIDER



Department of Engineering and Planning

December 22, 2010

Board of Public Works & Safety
City Hall
Greenfield, IN 46140

RE: Western Village Drainage Improvements
Consultant Selection

Members:

The City of Greenfield received a total of sixteen Statements of Qualifications from Engineering Consultants interested in providing professional services for the Study & Design of Storm Drainage Improvements in the Weston Village area. A team, consisting of Ms. Karla Vincent, Assistant City Engineer, Mr. Daniel Miller, Storm Water Coordinator and myself reviewed all of the submittals and hereby recommend that Hannum Wagle & Cline Engineering Consultants be selected for project. Other proposals received were from:

American Structurepoint, Inc.
Beam Longest & Neff, LLC
Clark Deitz, Inc.
Cripe Consultants
CrossRoad Engineers, P.C.
DLZ Indiana, LLC
BMH & T Engineers
GAI Consultants
Roger Ward Engineering
The Schneider Corporation
Shrewsbury & Associates, LLC
Stoeppelwerth & Associates
Strand Associates, Inc.
USI Consultants, Inc.
Wessler Engineering

I respectfully request approval to contact Hannum Wagle and Cline to initiate contract negotiations. A project-specific scope of services will be generated as well as a proposed contract for the Board's future consideration.

Respectfully,

Michael L. Fruth
City Engineer