

1. Time & Place
2. Pledge of Allegiance
3. Roll Call Members Present
4. Approval of Minutes for July 8, 2020 meeting
5. Register of Claims
6. Exhibit A Service Authorization for City of Muncie – On call City Engineer Services Agreement – Supplement #1
7. Contract for on-call engineering services with Randall Miller & Associates
8. Contract for on-call engineering services USI Consultants, Inc.
9. Contract for on-call engineering services with Structure Point
10. Contract and Notice of Award with E & B Paving for 2020 Paving Projects
11. Contract Supplement No. 1 with Rundell Ernstberger Associates, Inc. and the City of Muncie
12. J. G Case Construction requesting approval to close Linden Street in the alley between North & Locust 7.22.20 to 7.27.20
13. J. G. Case Construction requesting approval to close Pauline Street at the intersection between North St. & White River Blvd. 7.27.20 to 8.7.20
14. J. G. Case Construction requesting approval to close North Street, Reserve Street & Meeks Avenue 8.10.20 to 8.21.20
15. Noise Exemption Authorization from Willie Johnson
16. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
JULY 15th, 2020 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, at 9:01 A.M. President Gregory called the meeting to order.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory, Ted Baker, Jerry Wise
4. **Board of Works Minutes for July 8 2020:** President Gregory entertained a motion. Ted Baker moved to approve minutes from the July 8th, 2020 meeting as printed. Jerry Wise provided the second. Motion passed by voice vote.
5. **Register of Claims:** Trent Conway, City Controller commented there are a few items I would like to point out on this week's claims. Bottom of Page 12 – (2) Best Equipment Invoices, these are the purchases of the two trucks that came before the board and had additional appropriations approved by Council. Middle of Page 14 – Reynolds Farm Equipment **\$19,998.77** – purchase of a new tractor for Prairie Creek Reservoir. Bottom of Page 14 – Regions Bank **\$22,533.75** – Semi Annual Bond Payment for Parks Board. Middle of Page 16 – Star Financial **\$20,187.32** – Semi Annual payment for snowplow. The last page is a check that we needed to rewrite for Zachery Johnson **\$121.20**

President Gregory asked if there were any other questions or comments. Trent Conway, City Controller presented **Board of Works** Claims payment dated **7.10.20** there are **326 Records** for a **total amount \$808,355.57** Ted Baker moved to approve Board of Works claims as presented. Jerry Wise provided the second. Motion passed by voice vote.

6. **Exhibit A Service Authorization for City of Muncie – On call City Engineer Services Agreement – Supplement #1:** Mayor Dan Ridenour is requesting approval for the extension for a total amount of **\$300,000.00** for the 2020 year from the board for Calibre Engineering. Brian Stephens-Hotopp has already generated **\$950,000.00** in revenue just from one section of our budgets from old invoices for reimbursements. We are still working on another **\$700,000.00**. Ted asked where the money was coming from. Mayor Ridenour said this funding was coming out of the Mayors Edit Fund. The contract that was approved in January was for **\$175,000**. Mayor Ridenour is requesting it to be increased to the **\$300,000.00** for a full year as Brian works to get back all of our reimbursements. Linda wanted to clarify that this was not an appropriation; this is merely an authorization to add additional hours to the existing contract. This is to get the account out of the **\$1.9 million** in debt. President Gregory entertained a motion. Ted Baker moved to approve the services agreement as presented. Jerry Wise provided the second. Motion passed by voice vote.

7. Contract for on-call engineering services with Randall Miller & Associates:

Brian Stephens-Hotopp is requesting approval from the board for a contract between the City of Muncie and Randall Miller & Associates. Back in February, they put out a request for qualifications for engineering services to be able to contact on an on-call basis for surveying and right of way engineering for any projects or easements or parcels. **\$150,000.00** now Through July of 2021, Task order Survey & ROW this is being funded through the Motor vehicle Highway fund acct 220. President Gregory asked if the city has worked with these companies in the past, Brian answered by saying not in recent time. He sent out a notice to 15 companies asked for qualifications to be submitted, and a committee of three individuals including Brian, a member from the street dept., and Ted Baker reviewed all the submitted qualifications. They received between 30 to 40 qualification submittals. They individually rated each one based on what they felt were the best criteria for evaluation. They tallied them all up at the end and figured out which ones would be rising to the top. They made sure to diversify the companies we are working with as a city. President Gregory asked if these would include local businesses, Brian said they were all local to Indiana. We also asked for a diversity of a team such as a minority business or a woman owned business. Everyone that Brian reached out to had a diversified team that would be a sub to the prime consultants. President Gregory entertained a motion. Jerry Wise moved to approve the contract as presented. Ted Baker provided the second. Motion passed by voice vote.

8. Contract for on-call engineering services USI Consultants, Inc.:

Brian Stephens-Hotopp is requesting approval from the board for a contract between the City of Muncie and USI Consultants. They specialize in design, transportation, and culverts. President Gregory entertained a motion. Ted Baker moved to approve the contract as presented. Jerry Wise provided the second. Motion passed by voice vote.

9. Contract for on-call engineering services with American Structure Point:

Brian Stephens-Hotopp is requesting approval from the board for a contract between the City of Muncie and American Structure Point. They specialize in Inspections such as the Community Crossing project (used for bigger projects.) President Gregory entertained a motion. Jerry Wise moved to approve the contract as presented. Ted Baker provided the second. Motion passed by voice vote.

10. Contract and Notice of Award with E & B Paving for 2020 Paving Projects:

Brian is requesting approval for Mandatory Alternate 2 and 3 that would provide a deduction of the submitted fee reduced the contract of **\$124,775.50** The pricing that was provided for Mandatory Alternate 1 which was the sanitary sewer installation for N Monroe street was high and MSD is going to do the work but they were able to find another company willing to do the do the work along with them deducting the original price . The project includes 7th from Batavia to Gilman, Main from Mckinley to Calvert, 13th from Port to Rochester, Utica from 8th to Memorial, Garnet from Waid to dead end of the road, High from Memorial to 9th, Charles from Hackley to Beacon, Graceland from Jackson to Main, and Monroe from Gilbert to Washington all locations in the City limits of Muncie, Indiana For the amount of **\$1,658,929.45** including the base bids and Alternate 2 and 3. President Gregory entertained a motion. Jerry Wise moved to approve the contract as presented. Ted Baker provided the second. Motion passed by voice vote.

11. Contract Supplement No. 1 with Rundell Ernstberger Associates, Inc. and the City of Muncie:

Brian Stephens-Hotopp is requesting approval of a contract for Rundell Ernstberger Associates that is providing the engineering and design services for the Muncie Arts and Cultural Trail. Brian explained that this contract has been in the works for some time and has taken some turns on the timeline. They opted to change the bid date and pushed out. They also had to include right of way engineering to the existing cost. There are several parcels that they are needed to acquire easements for the ending total being 15 parcels. The original contract was for **\$426,600.00** with the combination of Supplement No. 1 being **\$89,425.00** so the new contract price will be **\$516,025.00**. Brian also stated that by checking page six you will be able to see how the price is broken down showing what all services are being done. This is being funded through the motor vehicle highway/wheel tax acct 220. This is a 20/80 split with MPO. The city is only responsible for funding 20% of the total price. President Gregory entertained a motion. Ted Baker moved to approve the contract as presented. Jerry Wise provided the second. Motion passed by voice vote.

12. J. G. Case Construction requesting approval to close Linden Street in the alley between North & Locust 7.22.20 to 7.27.20:

Brian Stephens-Hotopp grouped all the closures as one and is requesting approval on behalf of J.G. Case Construction who is doing work for Muncie Sanitary Districts storm sewer structure improvements for July 22nd through July 27th. They provided a maintenance of traffic diagram of what area is being impacted and showing the flow of traffic. Ted Baker wanted to make it known that the public were notified of the closure. President Gregory asked how it would impact move in for Ball State University students in particularly the North Street as it is later in August. Brian answered by stating he would make sure there will be signs on N Wheeling stating detours. All residents would still be able to access their homes. President Gregory entertained a motion. Ted Baker moved to approve the services agreement as presented. Jerry Wise provided the second. Motion passed by voice vote.

13. J. G. Case Construction requesting approval to close Pauline Street at the intersection between North St. & White River Blvd. 7.27.20 to 8.7.20:

Brian Stephens-Hotopp grouped all the closures as one and is requesting approval on behalf of J.G. Case Construction doing work for Muncie Sanitary District storm sewer structure improvements for July 27th through August 7th. They provided a maintenance of traffic diagram of what areas would be impacted. President Gregory entertained a motion. Ted Baker moved to approve the services agreement as presented. Jerry Wise provided the second. Motion passed by voice vote.

14. J. G. Case Construction requesting approval to close North Street, Reserve Street & Meeks Avenue 8.10.20 to 8.21.20:

Brian Stephens-Hotopp grouped all the closures as one and is requesting approval on behalf of J.G. Case Construction doing work for Muncie Sanitary District storm sewer structure improvements for August 10th through August 21st. They provided a maintenance of traffic diagram of what areas would be impacted. President Gregory entertained a motion. Ted Baker moved to approve the services agreement as presented. Jerry Wise provided the second. Motion passed by voice vote.

- 15. Noise Exemption Authorization from Willie Johnson 904 E. Willard St.:** Mr. Johnson came forward to get approval for a noise exemption on Saturday, July 18, 2020 from 8:00 p.m. to 1:00 a.m. for a graduation party at my residence. We will have DJ playing music during the event. I had surrounding neighbors sign for their approval as well. President Gregory asked Mr. Johnson to stop and speak to someone in the Police Chief's Office. President Gregory entertained a motion. Ted Baker moved to approve noise exemption as presented. Jerry Wise provided the second. Motion passed by voice vote.

- 16. Adjournment:** There being no further business President Gregory adjourned meeting at 9:35 a.m.

We will meet next Wednesday, July 22, 2020.

Board of Public Works and Safety

Linda Gregory, President

Jerry Wise, Vice-President

Ted Baker, Secretary

Linda Hayes, Recording Secretary

