

## AGENDA

### UTILITIES SERVICE BOARD MEETING

Utilities Service Center Boardroom  
City of Bloomington Utilities  
600 E. Miller Dr.  
Bloomington, Indiana 47401

Jeff Ehman, President  
Amanda Burnham, Vice President  
Jean Capler  
Seth Debro  
Megan Parmenter  
Jim Sherman  
Kirk White  
Jim Sims, ex officio  
Scott Robinson, ex officio

Monday, November 7, 2022

#### **5:00 p.m. Regular Meeting**

- I. Call to Order
- II. Approval of the Minutes of the Previous Meeting (October 24)
- III. Approval of the Claims
  - a. Standard Invoices
  - b. Utility Bills
  - c. Wire Transfers
  - d. Customer Refunds
- IV. Approval of Consent Agenda: \$33,550.00
  - a. Potomac Electrical Services, Inc., \$13,550, High voltage circuitry and automatic transfer switch repairs at Blucher Poole WWTP.
  - b. Heflin Industries, Inc., \$10,000, First amendment to increase on-call services agreement
  - c. Commercial Service of Bloomington, Inc., \$10,000, First amendment to increase on-call services agreement.
- V. Request for Approval of an Agreement with Building Associates, Inc. – Monroe WTP Filter Media Replacement Project – nte \$2,104,900.00 – Dan Hudson
- VI. Old Business
- VII. New Business
- VIII. Subcommittee Reports
- IX. Staff Reports
- X. Petitions and Communications\*
- XI. Adjournment

\*Public Comment will be limited to 5 minutes per person

**UTILITIES SERVICE BOARD MEETING  
10/24/2022**

*Utilities Service Board meetings are available at CATSTV.net.*

**CALL TO ORDER**

Board President Ehman called the regular meeting of the Utilities Service Board to order at 5:03 p.m.

The meeting took place in the Utilities Service Boardroom at the City of Bloomington Utilities Service Center, 600 East Miller Drive, Bloomington, Indiana.

**Board members present:** Amanda Burnham, Jean Capler, Seth Debro, Jeff Ehman, Megan Parmenter, Jim Sherman, Kirk White, ex officio Scott Robinson

**Board members absent:** ex officio Jim Sims

**Staff present:** James Hall, Matt Havey, Dan Hudson, Vic Kelson, Holly McLauchlin, Hector Ortiz-Sanchez, Phil Peden, LaTreana Teague, Chris Wheeler, Katherine Zaiger

**Guests present:** Jennifer Wilson

**MINUTES**

***Board member Burnham moved, and Board Member Debro seconded the motion to approve the minutes of the October 10 meeting. Motion carried, seven ayes.***

**CLAIMS**

***Burnham moved, and Debro seconded the motion to approve the Standard Invoices:*** Vendor invoices included \$250,401.96 from the Water Fund, \$276,708.98 from the Wastewater Fund, and \$12,441.03 from the Stormwater Fund.

***Motion carried, seven ayes. Total claims approved: \$539,551.97.***

***Burnham moved, and Debro seconded the motion to approve the Utility Bills:***

Invoices included \$180,296.13 from the Water Fund and \$104,022.73 from the Wastewater Fund.

***Motion carried, seven ayes. Total claims approved: \$284,318.86.***

***Burnham moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$362,425.42. Motion carried, seven ayes.***

***Burnham moved, and Debro seconded the motion to approve the Customer Refunds:*** Customer refunds included \$11.37 from the Water Fund, \$139.52 from the Wastewater Fund, and \$4.76 from the Stormwater Fund.

***Motion carried, seven ayes. Total refunds approved: \$155.65.***

## **CONSENT AGENDA**

CBU Director Kelson presented the following items recommended by staff for approval:

- a. Harrell-Fish, Inc., \$6,100.00, Installation of mini-split HVAC unit in meter services lab.
- b. Heflin Industries, Inc., \$3,634.64, First amendment to extend the scope of work on the ammonia feed lines at Monroe WTP.
- c. Hach Company, 845.00, Annual service of Hach 3900 at Blucher Poole WWTP.

**The agreements were approved, as no items were removed from the Consent Agenda. Total contracts approved: \$10,579.64.**

## **REQUEST FOR APPROVAL OF AN MOU BETWEEN CBU AND THE COB ENGINEERING DEPARTMENT**

Assistant Director - Environmental Programs Zaiger presented an MOU to add green infrastructure for the W. Allen St. Neighborhood Greenway Project. The costs are an estimated \$30,000.

***Burnham moved, and Debro seconded the motion to approve the MOU with the City of Bloomington Engineering Department. Motion carried, seven ayes.***

## **REQUEST FOR APPROVAL OF AN AGREEMENT WITH WESSLER ENGINEERING, INC.**

Capital Projects Manager Hudson presented an agreement with Wessler for the engineering work, design, and construction of electrical upgrades at Monroe Water Treatment Plant. This is a design-build-transfer project and is different than other past projects.

Ehman asked how it is different from previous projects.

Hudson said the others were design-bid-build projects that are publicly advertised and receive bidders. For this project, CBU staff asked for the qualifications of the contractor. Staff selected the contractors based on qualifications at 30% of the design.

Kelson commented this is an alternate project delivery mechanism for doing capital projects. The staff has been discussing this with the Controller to execute these projects.

Board member Sherman commented that he understood that the reason for closed bidding and opening in front of the board is that there cannot be any misconduct. Is this system more open to misconduct, as the system currently used seems to be a good system for that reason?

Hudson answered that the most qualified contractors are selected. In the past, staff selected contractors who were responsible but also the lowest bid. This is a very specialized contract. Electrical design and general contractors do not fit the qualifications.

City Attorney Wheeler commented that regardless of the process used, the processes have been designed by the state legislative body, they are statutorily in place, and we have followed these statutory requirements. In each one of these, we do responsive and responsible. In this instance, we are looking at an enhanced microscope on the qualifications of those bidding. They are still publicly bidding, it is still competitive bidding, and we are still looking under the microscope of state requirements. Jeff Underwood, our Controller, would not recommend that this utility use something less controlled than what we already do.

We are following state statute and state protocol, and everything will be just as rigorous as if we are using the standard procedures you are used to.

White asked if Wessler does design and they provide consulting services under design-build-transfer; at what point would we see the different options they are picking for design and build?

Hudson answered that in a typical design-bid-build, the consultant completely designs the project and bids it out publicly, and the contractor selects it. Then during the construction process, there is generally an adversary relationship between the contractor and the engineer. In this case, it is more of a team effort where the consultant not only does 30% of the design, we bring on a contractor at that point, and then the contractor and the consultant complete the design.

Wheeler added there is a statute that allows us to do what is called design-build-transfer agreements and within that statute is something known as build-operate-transfer. Before we can go down that path, Wessler is looking at whether we will go down that path. We may use basic public works. Wheeler said that he had been looking with the attorneys who represent the council, trying to determine whether the city has passed an ordinance that allows us to do build-operate-transfers. We have found that we cannot find any resolution or ordinance from the council that has adopted the current version of the statute that even allows us to do this. We are looking into it because it is a good way for us to proceed. If we can get the city to cooperate to go down this path, we will educate the board so that next time we come to the board with one of these, we will know what they look like and how they operate.

Ehman clarified that 30% is the degree to which the design is finished. Then, the contractor selected is brought on to participate in the design.

Hudson answered it is about 30%, and then we solicit qualifications from several contractors. We select the contractor with the best qualifications. The design is completed as a team, with the logistics of equipment. We are aware of inflation and supply chain delays, and contractors are more aware of those than some engineers. So they work together on how to proceed. Ehman expressed his support of the model.

Capler commented that she appreciates the city looking at the “business as usual” way of doing things and being open to and finding something that has the potential to be a more efficient or effective way of doing it.

***Burnham moved, and Debro seconded the motion to approve the agreement with Wessler Engineering, Inc. Motion carried, seven ayes.***

## **REQUEST FOR APPROVAL OF AN AGREEMENT WITH THIENEMAN CONSTRUCTION, INC.**

Hudson presented a design-build project designed by Wessler to install two bar screens at the Monroe WTP intake structure. Staff received three bids, and Thieneman Construction was the most responsive and responsible bidder. The cost came in at \$1,554,000.00.

***Burnham moved, and Debro seconded the motion to approve the agreement with Thieneman Construction, Inc. Motion carried, seven ayes.***

### **REQUEST FOR APPROVAL OF RESOLUTION 2022-07**

Wheeler presented a resolution to amend Title 10, Chapter 10.21. Several years ago, staff rewrote Title 10 in its entirety. There was a great deal of editing and rewriting to bring it into compliance with national standards. In doing so, a section of 10.21 was lost, which would be the appeals process for that section of Title 10. That chapter deals with erosion control and run-off from construction sites, which we are required to monitor and enforce when there are violations. It used to rely upon a catch-all appeals section at the bottom of Title 10. When we did the rewrite, we eliminated any appeals process for 10.21. We are asking the board to approve the resolution that we will then take to the council, asking for chapter 10.21 to be amended to include an appeals process through the board.

Ehman asked how long ago were the changes made. Wheeler answered he thought they were made in 2018.

Ehman asked if this caused a problem where someone tried to appeal or if someone caught this error and we are correcting it before it caused a problem.

Wheeler answered we are trying to do this before a problem arises. If we had to, we would use Title 10's basic appeals process to give them an appeals process, but it would help to have it in writing so that everybody can see what it says and how to follow it.

***Burnham moved, and Debro seconded the motion to approve Resolution 2022-07. Motion carried, seven ayes.***

### **REQUEST FOR APPROVAL OF RESOLUTION 2022-10**

Hudson asked for the board's consideration of hiring Building Associates, Inc. as the construction contractor for the replacement of the filter media at the Monroe WTP. The agreement also includes upgrades to the exhaust system, ceiling, and lighting for \$2,104,900.

White commented that the report from Arcadis says they are the low bidder for the project. Hudson answered yes. This is the second bid on this project. The first bids were high, so staff returned to the drawing board and did a redesign, lowering the project cost. Staff talked to Building and Associates and their subcontractors and was happy with their qualifications.

***Burnham moved, and Debro seconded the motion to approve Resolution 2022-10. Motion carried, seven ayes.***

### **REQUEST FOR APPROVAL OF RESOLUTION 2022-11**

Assistant Director - Engineering Peden presented a resolution for the North Fritz Terrace Neighborhood Sewer Rehabilitation Project. Out of five bids, Miller Pipeline was the low bidder for \$764,775.00, below the engineer's estimate of roughly \$800,000.

White said when the bids were opened, it included alternate #1 and asked what was in alternate #1. Peden said that alternate #1 included the lateral connection rehabilitation, so we adjusted the quantity and scope.

White said that since Miller Pipeline will do the lining, how close from the main to the residence is it that we are relining? Peden answered Miller Pipeline would do the sewer mains, and they will subcontract. Their subcontractor is LMK Technologies, and laterals are their specialty. The lateral linings are approximately 10ft. Most of these sewers are in the center of the road, which just about goes out to the curb line.

White clarified if the property owner has a failure beyond that, it is their responsibility. He asked if CBU staff initially did an assessment further than the 10ft. Peden said staff had 10ft originally.

***Burnham moved, and Debro seconded the motion to approve Resolution 2022-11. Motion carried, seven ayes.***

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:**

**REQUEST FOR APPROVAL OF RESOLUTION 2022-08 – WASTEWATER RATE ADJUSTMENT**

**REQUEST FOR APPROVAL OF RESOLUTION 2022-09 – STORMWATER RATE ADJUSTMENT**

Finance Subcommittee Chair White reported that the subcommittee met to discuss the wastewater and stormwater rate adjustments. There was an 18% rate increase for wastewater, with 12% going into effect in 2023 and the other 6% going into effect in 2025. For stormwater, the increase was 26%, which will go into effect on January 1, 2023, assuming the ordinance gets approved by the City Council.

***Sherman moved, and White seconded to approve Resolution 2022-08 with the instruction to CBU staff to reduce the amount for the Utilities Service Center by 40%. Motion carried, seven ayes.***

***White moved, and Debro seconded to approve Resolution 2022-09 for the stormwater rate adjustment. Motion carried, seven ayes.***

**STAFF REPORTS:**

Kelson thanked Gary Connor, the city's risk manager, who helped inspect the situation concerning ventilation for the Monroe WTP Filter Media Replacement Project.

Gary was instrumental in assisting that portion of the project, saving the utilities quite a bit of money.

Kelson asked the public to look for leaves on the storm grates and help keep them out of the storm inlets. This could help prevent flooding and water quality issues.

The Dillman Wastewater Treatment Plant has an upcoming event scheduled on Thursday, October 27, from 11 a.m. to 1 p.m. to celebrate the 40th anniversary of the plant and the finishing of a \$23.5 million improvement project. The staff invited contractors, including our finance contractor, the mayor's office, council members, and city employees.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Burnham moved to adjourn; the meeting adjourned at 5:35 p.m.

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Jeff Ehman, President

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Date

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/10/22

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M	Stormwater Construction
A&M Graphics (Baugh Fine Print and Mailing)	29314	Printing & mailing of Sept 2022 water / wastewater bills-ACCT	13,462.74	5,385.10	8,077.64		
A&M Graphics (Baugh Fine Print and Mailing)	39762	Service call door hangers - ACCT22-105	160.00	64.00	96.00		
Airgas Specialty Products, INC	9130967080	Aqua Ammonia 19,080 @ .177 delivered 10/11/22 - MN	3,567.46	3,567.46			
American Structurepoint, INC	155102	WS21-20901 - Fullerton Pike Phase III to 09/30/22 - ENG	2,316.00	2,316.00			
Associated Equipment Sales	36043	DM22-095 Replacement hot water heater for safety eye/shower CL2	4,833.00		4,833.00		
Azteca Systems Holdings, LLC	INV5779	Onsite end user training & rollout support - TD22-439	10,400.00	4,160.00	5,720.00	520.00	
Azteca Systems Holdings, LLC	INV6033	WS20-20801 - Storeroom Inventory Module for Supply - PUR	150.00	60.00	90.00		
B&H Electric and Supply, INC	387299	MM22-349 Electric motor for Roto dip machine	2,311.25	2,311.25			
BBC Pump And Equipment Company, INC	30075657	TD22-300 Hydromatic pump to replace #1 pump @ Smith ST LS	48,750.00		48,750.00		
BBC Pump And Equipment Company, INC	30075697	TD22-531 7.5' FOGRod w/50' cable, power supply 15W	2,495.00		2,495.00		
Biochem, INC	22918	K275 KLX Polymer - delivered 10/13/22 - DS22-019	5,566.31		5,566.31		
Biochem, INC	22934	Sodium Bicarbonate delivered 10/01/22-BP22-169	3,610.00		3,610.00		
Biochem, INC	22986	K275 KLX Polymer - delivered 10/12/22 - DS22-020	16,707.91		16,707.91		
Black Lumber Co. INC	521815	Shop towels , blue paper towels - PUR22-326	139.60	55.84	83.76		
Black Lumber Co. INC	522324	Sanded pine & hex washers - PUR22-339	73.54	29.42	44.12		
Bloomington Paint & Wallpaper Co	00468078	Urethane gloss (2 gal), All pro stealth (36) - ENV22-272	710.02	710.02			
Brehob Corporation	203563	MM22-345 TP bldg air compressors Lock out Tag Out replace valves	621.00	621.00			
Brenntag Mid-South, INC	BMS264983	Sodium hydroxide - 12.760 @ .4245 delivered 10/13/22 - MN	9,706.36	9,706.36			
BSA Environmental Services, INC	COB 22-23	ENV22-273 Phytoplankton Analyses with Biovolume,Cyanotoxin Suite	1,490.00	1,490.00			
Chemical Resources, INC	1153706	Sodium Aluminate - 46,640 @ .3312 delivered 10/08/22 - DR	15,447.17		15,447.17		
Chemtrade Chemicals Corporation	93434428	Alum Sulfate - 11.412 @ 494.00 delivered 10/04/22 - MN	5,637.53	5,637.53			
Chemtrade Chemicals Corporation	93434429	Alum Sulfate - 11.234 @ 494.00 delivered 10/12/22 - MN	5,549.60	5,549.60			
Chemtrade Chemicals Corporation	93436311	Alum Sulfate - 11.338 @ 494.00 delivered 10/14/22 - MN	5,600.97	5,600.97			
Chemtrade Chemicals Corporation	93439128	Alum Sulfate - 10.844 @ 494.00 delivered 10/20/22 - MN	5,356.94	5,356.94			
Cintas First Aid & Safety #2	8405932151	Restock supply cabinet @ Blucher Poole - 10/21/22 BP22-181	243.26		243.26		
Core & Main, LP	R492838	PUR22-269 - FULL SEALS	5,720.90	5,720.90			
Core & Main, LP	R674345	PUR22-268B - BRASS PACK JOINT MALE 2" PKJT-CTS X 2" MIP	1,570.00	1,570.00			
Core & Main, LP	R740445	PUR22-269-Credit for returned full seal clamps on inv #R492838	(1,089.30)	(1,089.30)			
Core & Main, LP	R755316	PUR22-129B - FITTINGS, METER PIT	534.95	534.95			
Core & Main, LP	R758174	PUR22-270B - ANCHOR COUPLING 6" X 12'	2,788.26	2,788.26			
Core & Main, LP	R765039A	PUR22-271A - COMPRESSION COUPLING	442.38	442.38			
Core & Main, LP	R765039B	PUR22-271B - METER PITS, EXTENSION RINGS, HYMAX COUPLERS	155.46	155.46			

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/10/22

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M	Stormwater Construction
Core & Main, LP	R835265	PUR22-289 -Credit for overcharge on invoice #R589107 pd 10/28/22	(280.50)	(280.50)			
Dennis K Dooley	MN22-206	Reimbursement for WT-5 Test fee at Ivy Tech - MN22-206	40.00	40.00			
Diebold, INC	300182792	BC22-022 Payment Envelopes	485.28	194.11	291.17		
Electric Plus, INC	35067	MM22-358 Low Service Power disconnect arm broke,pulled&replaced	250.00	250.00			
Electric Plus, INC	35153	PUR22-151 Service Center canopy pole lights	1,300.00	520.00	780.00		
Electric Plus, INC	35216	MM22-339 Filter 5&6 room and lights replacement material & labor	4,987.00	4,987.00			
Eurofins Eaton Analytical, INC	8100033338	Testing - Dissolved &Y total organic carbon, UV @ Monroe-MN	375.00	375.00			
First Financial Bank / Credit Cards	ADMIN22-036H	ADMIN22-036H WEFTEC Hotel stay 10/9-10/12/22 for Vic Kelson	899.03	359.61	539.42		
First Financial Bank / Credit Cards	ENG22-043	ENG22-043 Blinds for the large Conference Room in ENG	249.88	99.95	149.93		
First Financial Bank / Credit Cards	ENV22-193Credit	ENV22-193C - Refund of canceled HAZWOPER class	(725.00)	(290.00)	(435.00)		
First Financial Bank / Credit Cards	PUR22-197	PUR22-197 90-Day License for JAWS Reading Software	250.00	100.00	150.00		
First Financial Bank / Credit Cards	PUR22-313	PUR22-313 Shipping fees	70.00	70.00			
Gatehouse Media Indiana Holdings	4952349 9/30/22	Employment ads - #7766833, 7766935, 7828595 ADMIN22-073	222.58	89.03	133.55		
Global Equipment CO., INC (Global Industrial)	119736052	PUR22-330 6 GOJO for Auto dispensers 2 pk	380.69	152.28	228.41		
Greeley And Hansen, LLC	INV-0000772390	S19-6307 - Dillman WWTP Upgrade & Efficiency Improv - ENG	1,891.01		1,891.01		
Greeley And Hansen, LLC	INV-0000772391	S22-6608 - Dillman WWTP CIP/Phase II - ENG	20,687.42		20,687.42		
Gripp, INC	4074	S21-6504 - Flow monitoring Equipment and Maintenance - ENG	5,989.18		5,989.18		
HACH Company	13283756	DL22-095 TNT832&TNT830 testing vials,pipet tips L&S,sample cell	987.19		987.19		
HACH Company	13286008	DL22-095BO TNT830 NH3 - ULR ammonia testing vials	1,408.14		1,408.14		
HB Warehouse LLC (Resource Services)	3201	MN22-187BO2 6 36" Dust mop	32.55	32.55			
HD Supply Facilities Maintenance, LTD (USABlueBook	129216	ENV22-260 pH Buffer 3 pk 500ml,nalgene 1000ml wide-mouth bottle	291.93		291.93		
HD Supply Facilities Maintenance, LTD (USABlueBook	131544	BP22-171 2 PH probes for lab usage	780.01		780.01		
HD Supply Facilities Maintenance, LTD (USABlueBook	134457	ENV22-235-B Drinking water reference materials	333.95	333.95			
HD Supply Facilities Maintenance, LTD (USABlueBook	142078	BP22-173 Hach EZ GGA, ammonia nitrogen standard, 500 ml	432.25		432.25		
HD Supply Facilities Maintenance, LTD (USABlueBook	145050	DR22-086 Shallow skimming net with coated polyester netting	156.90		156.90		
Heflin Industries, INC	116015	MN22-097 Removal of 3 bad boiler furnish & install 3 new boilers	74,352.00	74,352.00			
Heflin Industries, INC	126065	MM22-288 Sodium Hydroxide skid has two major leaks at a ball val	4,500.00	4,500.00			
Heflin Industries, INC	126080	Repair backflow - replaced seats in valve assembly @ Monroe	750.00	750.00			



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Heflin Industries, INC	126120	MN21-398ADD Replace flanges and gaskets and threaded nipples	3,634.64	3,634.64			
JCI Jones Chemicals, INC	897929	Sodium Hypochlorite - 4,435 @ 2.2421 delivered 10/14/22 - MN	9,943.71	9,943.71			
John Deere Financial f.s.b. (Rural King)	52742	Hose reel, mason chisel - ENV22-271	141.98			141.98	
John Deere Financial f.s.b. (Rural King)	87383	Rubber boots for T Bruce-Riney - TD22-561	199.95	79.98	119.97		
John Deere Financial f.s.b. (Rural King)	100563	Fuel 32oz (12 qty) - TD22-513	71.88		71.88		
John Deere Financial f.s.b. (Rural King)	105165	D21-122 -Grass seed, axe, pen light, batteries, misc - ENV22-274	392.69			392.69	
John Deere Financial f.s.b. (Rural King)	107611	Heavy duty push brooms (14) - PUR22-338	391.86	156.74	235.12		
John Deere Financial f.s.b. (Rural King)	107969	Mens chore classic tall boots - TD22-560	229.99	92.00	126.49	11.50	
Kirby Risk Corp	S112223742.001	Replacement VFD for West Belt Press @ Blucher - BP22-175	2,022.64		2,022.64		
Kirby Risk Corp	S112227982.001	LED ceiling wrap 4pk lights - BP22-175	70.97		70.97		
Kirby Risk Corp	S112227982.002	LED 4' ceiling wrap 4pk (3) - BP22-175	212.91		212.91		
Kroger Limited Partnership I	654376	Food & refreshements for Dillman Open House 10/27/22 - DR22-073	113.88		113.88		
Lawson Products, INC	9310003009	Misc washers, drill bits, anchor bolts, o-rings, screws-DM22-140	444.22		444.22		
MacAllister Machinery Co, INC	R67481727901	D22-128 - SSL Trencher rental - 09/07-09/09/22 - TD22-459	295.00			295.00	
MacAllister Machinery Co, INC	R67481727902	Skid steer track rental - 09/07-09/19/22 - TD22-459	3,070.50			3,070.50	
MacAllister Machinery Co, INC	R67482448301	D22-128 - Dozer 104hp 8' BLD rental - 09/12-09/19/22 - TD22-459	2,286.50			2,286.50	
MacAllister Machinery Co, INC	R67482937901	D22-128 -Pad foot drum roller 66" rental 09/14-09/19/22-TD22-459	2,318.25			2,318.25	
Mark Osborne (Control Freaks Consulting)	365Inv-TD22-525	TD22-525 KVA Battery Backup PLC @ Westwood Lift Station	605.00		605.00		
Matthew Baggetta & Jennifer Brass	PUR22-341	Release of Liability waiver-Tort Claim-1014 E Wylie - PUR22-341	915.38		915.38		
Michael K Conwell (Blue River Technologies)	093022-01	MM22-359 45'x117" De watering bag for sludge	3,795.00	3,795.00			
Microbac Laboratories, INC	R22006593	Testing - SARS-CoV-2 in Wastewater (2) - 10/07/22 - ENV22-277	660.00		660.00		
Microbac Laboratories, INC	R22006803	Testing - SARS-CoV-2 in Wastewater (2) - 10/12/22 - ENV22-278	660.00		660.00		
Microbac Laboratories, INC	R22007053	Testing - SARS-CoV-2 in Wastewater (2) - 10/19/22 - ENV22-279	660.00		660.00		
Nalco U.S. 2, INC (Nalco Water Pretreatment)	2668067	E-CBI-016-F-XX Carbon Guard - BP22-178	289.31		289.31		
New Pig Corporation	23755635-00	ENV22-224 Oil-Only spill kit in 20-gallon high-visibility	550.24		550.24		
Northern Safety Co., INC	904972420	DR22-082 Cotton poly blend knit gloves, sqwincher instant drink	96.92		96.92		

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M	Stormwater Construction
Northern Safety Co., INC	904984542	PUR22-332 Sqwincher zero quik stiks sugar-free instant drink	96.90	38.76	58.14		
Nugent, INC (Utility Supply Company)	1411982	PUR22-156B - MEGALUG 4"	1,101.60	1,101.60			
Nugent, INC (Utility Supply Company)	1417404	TD22-494 2 12"x24" Trench grate	475.56			475.56	
Nugent, INC (Utility Supply Company)	1417411	TD22-487 4 24x3 Plastic pit extension	218.76	87.50	131.26		
Nugent, INC (Utility Supply Company)	1418916	PUR22-193B - BRASS FITTINGS 3/4", 1", 1 1/2" & 2"	250.00	250.00			
Nugent, INC (Utility Supply Company)	1419132	TD22-520 10 2" Female cam-lok x 2" FIP adapters, 2 2" Male MS	156.38	62.55	93.83		
Nugent, INC (Utility Supply Company)	1419843	PUR22-323 - HYMAX COUPLINGS	2,726.10	2,726.10			
Nugent, INC (Utility Supply Company)	1411982 Freight	PUR22-156B - Freight charges - MEGALUG 4"	272.42	272.42			
OEM Component Engineering (Cloverleaf Tool)	53653	TD22-539 2 1" Brass flushing nozzle	72.47	28.99	43.48		
Office Depot, INC	269709355001	Magnetic hooks (1 pk) - ADMIN22-068	16.39	6.56	9.83		
Office Depot, INC	269709356001	Drawer organizer, mousepad - ADMIN22-068	4.30	1.72	2.58		
Office Depot, INC	269709357001	Brochure holders (1 bx) - ADMIN22-068	21.69	8.68	13.01		
Office Depot, INC	269840520001	Desk chairs for maintenance office - MN22-203	959.97	959.97			
Office Depot, INC	270541454001	Brochure holders - ENV22-265	71.24			71.24	
Office Depot, INC	270849454001	Trash liners, soap refills - DR22-081	152.77		152.77		
Office Depot, INC	270849457001	Sanitizer, glass cleaner, bleach cleaner, degreaser - DR22-081	107.31		107.31		
Pace Analytical Services, INC	2250200881	Annual PT Sampling @ Catalent-Pharma-Baxter 10/4/22-ENV22-253	36.92		36.92		
Pace Analytical Services, INC	2250201152	Annual PT Sampling @ IU RAHC - ENV22-254	428.97		428.97		
Pace Analytical Services, INC	2250201369	Annual PT Sampling @ Catalent 09/30/22 - ENV22-253	354.04		354.04		
Pace Analytical Services, INC	2250201625	Annual PT Sampling @ Catalent 09/30/22 - ENV22-253	3,877.02		3,877.02		
Pace Analytical Services, INC	2250201844	Annual PT Sampling @ Catalent 09/30/22 - ENV22-253	1,046.90		1,046.90		
Paragon Micro, INC	S3393962	Adobe Acrobat Pro & Creative Cloud for DC Teams - #222707C	1,197.98	479.19	718.79		
Paragon Micro, INC	S3394641	Dell LED monitor 22" (qty 2) for control - #222700B	475.98	190.39	285.59		
Paragon Micro, INC	S3396129	Dell P2222H LED Mointor 22" for T Johnson ACCT - #223050	475.98	190.39	285.59		
Paragon Micro, INC	S3396349	Dell Mobile Precision Workstation 3560 for M Kinser TD #222774	2,018.98	807.59	1,211.39		
Paragon Micro, INC	S3396352	Dell Mobile Precision Workstation 3560 for S Beaty CS #222777	2,018.98	807.59	1,211.39		
Potomac Electrical Services, LLC (Potomac Testing)	19829-06-1P	DM22-121 Found tripping device settings needing adjusted.	1,625.00		1,625.00		
Quality Supply & Tool Co INC	300158-00	TD22-503BO Plate compactor	2,075.47			2,075.47	
Quality Supply & Tool Co INC	300365-00	TD22-523 Leaf blower MS	133.66	53.46	80.20		
Quality Supply & Tool Co INC	300514-00	TD22-535 12.0 Battery,screwdriver set,pliers,slicer wheel,torch	1,085.46		1,085.46		

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/10/22

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M	Stormwater Construction
Richard's Small Engine, INC	485362	Credit memo for return from inv 485129 - DS22-017	(19.80)		(19.80)		
Richard's Small Engine, INC	487027	Chainsaw chain for storm - TD22-543	48.00			48.00	
Rogers Group, INC	0071191474	Stone #11 & #53 - Stock - 10/04-10/07/22 - TC	759.00	303.60	417.45	37.95	
Rogers Group, INC	0071191618	Stone #5 & #11 - Stock - 10/10-10/12/22 - TC	476.28	190.52	261.94	23.82	
Shaw Rentals	BC-01	Refund hydrant meter deposit - #67090063 rented 10/24/22 - BC-01	100.00	100.00			
SMYRNA Ready Mix Concrete, LLC (SRM Concrete)	1020302708	Concrete - Water @ 4580 S Walnut St Pike - 10/17/22 - TD	1,507.00	1,507.00			
SMYRNA Ready Mix Concrete, LLC (SRM Concrete)	1020302712	Concrete - Water @ 2698 S McCartney Ln - 10/19/22 - TD	924.50	924.50			
South Central GWB Company, INC	4053363	P200S R20 24"x60' roll for air filters - DM22-063	361.08		361.08		
Southern Indiana Parts, INC (Napa Auto Parts)	473537	Armorall cleaner, detailer - TD22-538	12.99	5.20	7.14	.65	
Southern Indiana Parts, INC (Napa Auto Parts)	474727	Tub of towels, shop towel sheets - PUR22-334	418.40	167.36	251.04		
Springfield Electric Supply CO (Valley Electric)	S010168000.001	DM22-143 Lights for grit elevator room lighting project.	1,981.70		1,981.70		
State Of Indiana	3rd QTR 2022	Solid Waste Disposal Fee @ Dillman WWTP 3rd QTR - 2022-ENV-34	24.00		24.00		
Synchrony Bank	443637373848	DR22-083 S20-COVID MK-296 Black Nitrile gloves size XXL	274.00		274.00		
Synchrony Bank	446478443389	ITS222492 1 OtterBox for iPhone 12, 3 20W USB-C power adapter	107.90	43.16	64.74		
Synchrony Bank	446873859765	DR22-083 S20-COVID MK-296 Black Nitrile gloves size XL, L	272.20		272.20		
Synchrony Bank	473887776899	DR22-079 2 Wood handle threaded metal tip	19.64		19.64		
Synchrony Bank	639845698564	ITS222492 12 OtterBox for iPhone 12	704.88	281.95	422.93		
Synchrony Bank	674465937965	ITS222917 OtterBox for iPhone 12 case, 20W USB-C power Adapter	17.98	7.19	10.79		
Synchrony Bank	856778454434	DM22-132 Floats for the electrical wiring on the agitators	1,570.50		1,570.50		
Synchrony Bank	938579538534	DR22-079 Giraffe tools stainless steel hose reel	372.38		372.38		
Tricor Direct, INC (Emedco)	9351233397	ENV22-259 OSHA Compliant Asbestos Waste labels for TD	243.91	97.56	146.35		
United Parcel Service, INC	0000430948392	Weekly service charge - 09/24/22 - PUR	19.50	7.80	11.70		
United Parcel Service, INC	0000430948422	Shipping charges-10/07-10/15/22-DL22-096, ENV22-261, 262, 263	359.78	31.23	328.55		
United Parcel Service, INC	0000430948372B	Weekly service charge - 09/10/22 - PUR	36.00	14.40	21.60		
United Parcel Service, INC	0000430948412B	Shipping charges - 10/04-10/08/22 - ENV22-252	111.02	7.80	103.22		
US Ecology, INC	855710 R02	WS20-20803 - Waste disposal at CBU Facilities - ENV	12,896.42	9,797.61	3,098.81		
Utility Pipe Sales of Indiana, INC	IY026261	PUR22-179B - Brass Elbow 90° 3/4" Comp x 3/4" FIP	550.00	550.00			
Utility Pipe Sales of Indiana, INC	IY026589	PUR22-179B - BRASS FITTINGS	470.00	470.00			
Utility Pipe Sales of Indiana, INC	IY026847	PUR22-179B - BRASS SWIVEL CORP ELBOW 90° 1" COMP X 1" FEM FLR	1,070.00	1,070.00			
Utility Pipe Sales of Indiana, INC	IY027774	PUR22-179B - BRASS BALL VALVE 1" COMP X 1" COMF	2,600.00	2,600.00			
Utility Pipe Sales of Indiana, INC	IY27031	PUR22-179A - BRASS FITTINGS	1,580.00	1,580.00			
Van Ausdall & Farrar, INC	540236	PUR22-327 Over charges on copiers in ACCT,DIR,ENG 7/1-9/30/22	3,057.04	1,222.82	1,834.22		
VET Environmental Engineering, LLC	5990	D21-115 - Soil Delineation for Stormwater Work - ENV	2,515.40				2,515.40
VET Environmental Engineering, LLC	6092	D21-115 - Soil Delineation for Stormwater Work - ENV	278.50				278.50

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/10/22

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M	Stormwater Construction
Victor A Kelson	ADMIN22-069	Travel reimbursement - WEFTEC in New Orleans - ADMIN22-069	645.04	258.02	387.02		
Virtuoso Sourcing Group, LLC	29915	Collection Agency Fee - 10/14/22 - AR	54.31	21.72	32.59		
Virtuoso Sourcing Group, LLC	29916	Collection Agency Fee - 10/06-10/14/22 - AR	3,174.08	1,269.63	1,904.45		
W.W. Grainger, INC	9461422272	TD22-267 Solenoid valve 3/4" for Park Ridge & Weymouth LS	141.45		141.45		
W.W. Grainger, INC	9466056679	ENV22-258 Hazardous waste bags for asbestos collection for TD	316.56	126.62	189.94		
W.W. Grainger, INC	9471792805	TD22-267A Solenoid valve 1/2" for Park Ridge & Weymouth LS	141.45		141.45		
W.W. Grainger, INC	9479460959	DR22-085 Push broom 18" sweep face no handle broom acme thread	42.52		42.52		
Water Solutions Unlimited, INC	107813	Copper Sulfate MS635-T300, WSU SOD PERM 20-T264 - MN22-207	11,385.08	11,385.08			
Water Solutions Unlimited, INC	107962	Sodium Thiosulfate - 300.00 @ 4.45 delivered 10/12/22 - MN	1,335.00	1,335.00			
Water Solutions Unlimited, INC	108001	Copper Sulfate MS635-T300, WSU SOD PERM 20-T264 - MN22-215	9,936.00	9,936.00			
Wessler Engineering, INC	39020	DM21-148A Disinfection Control screen added to SCADA	500.00		500.00		
Young Trucking, INC	119349	Hauling sludge from Blucher WWTP - 10/04-10/06/22 - BF	1,328.63		1,328.63		
Grand total:			418,473.74	220,466.42	183,444.31	11,769.11	2,793.90

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/03/22

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	849469661 10/22	849469661 Long Distance charges - All Depts (excluding plants)	54.57	21.83	32.74
AT&T	8123311353 10/22	812-331-1353 Service - S Washington St Storage 10/22-11/21/22	944.86	377.94	566.92
AT&T	8123315400 10/22	812-331-5400 - Service - Centrex main line - 10/22-11/21/22	3,033.00	1,213.20	1,819.80
AT&T	812R959257 10/22	White pages listing for Dillman, Blucher & Monroe	18.00	6.00	12.00
Duke Energy	2057-5794 10/22	Service - Truck Charging Station @ Service Center	14.12	5.65	8.47
Duke Energy	2057-6357 10/22	Service - IU Hospital Lift Station - 09/21-10/19/22	235.70		235.70
Duke Energy	2132-9168 10/22	Service - Azelea Lane Lift Station (Walnut Creek) 09/17-10/17/22	101.97		101.97
Duke Energy	2132-9340 10/22	Service - Knightridge Lift Station - 09/15-10/13/22	87.48		87.48
Duke Energy	2132-9407 10/22	Service - W 3rd St Lift Station - 09/24-10/24/22	9.43		9.43
Duke Energy	2132-9457 10/22	Service - Profile Pkwy Lift Station - 09/27-10/25/22	31.75		31.75
Duke Energy	2132-9481 10/22	Service - Vernal Pike Lift Station - 09/27-10/25/22	79.62		79.62
Duke Energy	2132-9548 10/22	Service - Gentry Booster Station - 09/16-10/14/22	3,251.07	3,251.07	
Duke Energy	2132-9572 10/22	Service - Griffy Plant Outdoor Lighting - 09/17-10/17/22	37.72	37.72	
Duke Energy	2132-9639 10/22	Service - Westwood Lift Station (outdoor lighting) 9/27-10/25/22	14.35		14.35
Duke Energy	2132-9712 10/22	Service - Morningside Drive Lift Station - 09/15-10/13/22	142.12		142.12
Duke Energy	2132-9762 10/22	Service - Rusgan Drive Lift Station - 09/17-10/17/22	61.39		61.39
Duke Energy	2132-9829 10/22	Service - Curry Pike Davis Lift Station - 09/27-10/25/22	142.79		142.79
Duke Energy	2132-9853 10/22	Service - Arlington Park Lift Station - 09/22-10/20/22	362.27		362.27
Duke Energy	2132-9902 10/22	Service - East Booster (Outdoor Lighting) - 09/28-10/26/22	13.24	13.24	
Duke Energy	2132-9960 10/22	Service - Southwest Booster Station - 09/27-10/25/22	945.65	945.65	
Duke Energy	2139-0022 10/22	Service - Prow Road Lift Station - 09/14-10/12/22	38.01		38.01
Duke Energy	2139-0113 10/22	Service - Oolitic Lift Station - 09/22-10/20/22	108.99		108.99
Duke Energy	2139-0220 10/22	Service - Basswood Circle Lift Station - 09/15-10/13/22	298.51		298.51
Duke Energy	2139-0288 10/22	Service - Kensington Park Lift Station - 09/24-10/24/22	109.07		109.07
Duke Energy	2139-0303 10/22	Service - Park Ridge Lift Station - 09/16-10/14/22	13.24		13.24
Duke Energy	2139-0361 10/22	Service - Stonelake Drive Lift Station - 09/21-10/19/22	48.37		48.37
Duke Energy	2139-0395 10/22	Service - Curry Industrial Park Lift Station - 09/27-10/25/22	36.55		36.55
Duke Energy	2139-0428 10/22	Service - Cory Lane Lift Station - 09/15-10/13/22	33.16		33.16
Duke Energy	2139-0486 10/22	Service - W 17th Street Lift Station - 09/21-10/19/22	239.47		239.47
Duke Energy	2139-0717 10/22	Service - Fullerton Pike Lift Station - 09/23-10/21/22	85.79		85.79
Duke Energy	2139-0741 10/22	Service - West Tank Outdoor Lighting @ Waynes Lane 9/27-10/25/22	14.10	14.10	
EDF, INC (EDF Energy Services)	5187659 141142ES	Energy Services for Vectren #5187659 - Tamarron Lift Station	1.42		1.42

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 11/03/22

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
EDF, INC (EDF Energy Services)	5187802 141142ES	Energy Services for Vectren #5187802 - Monroe WTP	34.43	34.43	
EDF, INC (EDF Energy Services)	5352776 141142ES	Energy Services for Vectren #5352776 - SC Booster Station	.42	.42	
EDF, INC (EDF Energy Services)	5463700 141142ES	Energy Services for Vectren #5463700 - Service Center	47.53	8.76	38.77
EDF, INC (EDF Energy Services)	5463945 141142ES	Energy Services for Vectren #5463945 - Washington Storage	3.48	1.39	2.09
EDF, INC (EDF Energy Services)	5464376 141142ES	Energy Services for Vectren #5464376 - Blucher Poole WWTP	68.45		68.45
EDF, INC (EDF Energy Services)	5520392 141142ES	Energy Services for Vectren #5520392 - Dillman WWTP	72.94		72.94
Smithville Telephone Co Inc	824-1616 10/22	Service - 812-824-1616 SE Pumping Station - 09/20-10/19/22	96.64	96.64	
Grand total:			<u>10,931.67</u>	<u>6,028.04</u>	<u>4,903.63</u>

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF NOVEMBER, 2022

INDIANA DEPARTMENT OF REVENUE \$79,537.01  
(SALES TAX)

INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX  
(UTILITY RECEIPTS TAX)

NPC \$43,361.16  
(CHARGE CARD FEES)

FIRST FINANCIAL \$2,556.22  
(ACCOUNT ANALYSIS FEES)

GROSS PAYROLL \$338,000.40

FICA TAX \$19,853.85

TOTAL \$483,308.64

City of Bloomington Utilities  
 Accounts Payable by Fund Distribution Report  
 Paydate: 11/10/22

**CUSTOMER REFUNDS**

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Tina Bode	61537-001	Customer refund	\$75.27	28653	Refund credit balance after final bill processed.		\$75.27		
Bradley Hartzler	8474-018	Customer refund	\$67.17	28654	Refund credit balance after final bill processed.		\$67.17		
IU Real Estate	20695-032	Customer refund	\$21.52	28655	Refund credit balance after final bill processed.		\$21.52		
Laura McIntosh	2000233-007	Customer refund	\$112.29	28656	Refund credit balance after final bill processed.	\$21.33	\$90.96		
Yogidudle LLC	12608-002	Customer refund	\$34.60	28657	Refund credit balance on closed account.		\$34.60		
			<u>\$310.85</u>			<u>\$21.33</u>	<u>\$289.52</u>	<u>\$0.00</u>	<u>\$0.00</u>





## CONTRACT COVER MEMORANDUM

**TO:** Controller, Mayor, USB  
**FROM:** Braden Bonczek  
**DATE:** October 27, 2022  
**RE:** REQUEST APPROVAL FOR AGREEMENT FOR SERVICES  
WITH POTOMAC ELECTRICAL SERVICES, LLC

<b>Contract Recipient/Vendor Name:</b>	Potomac Electrical Services, LLC
<b>Department Head Initials of Approval:</b>	/VK/
<b>Responsible Department Staff:</b> <i>(Return signed copy to responsible staff)</i>	Braden Bonczek
<b>Responsible Attorney:</b> <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
<b>Record Destruction Date:</b> <i>(Legal to fill in)</i>	2034
<b>Legal Department Internal Tracking #:</b> <i>(Legal to fill in)</i>	22-592
<b>Due Date For Signature:</b>	November 7, 2022
<b>Expiration Date of Contract:</b>	January 31, 2023
<b>Renewal Date for Contract:</b>	NONE
<b>Total Dollar Amount of Contract:</b>	\$13,550.00
<b>Funding Source:</b>	010-64-950006-U62024
<b>W9/EFT Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Affirmative Action Plan Complete (if applicable):</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Procurement Summary Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes

**Summary of Contract:** High Voltage Circuitry and Automatic Transfer Switch repairs



## CONTRACT COVER MEMORANDUM

**TO:** Controller, Mayor, USB  
**FROM:** Braden Bonczek  
**DATE:** November 1, 2022  
**RE:** REQUEST APPROVAL OF FIRST AMENDMENT TO ON-CALL SERVICES AGREEMENT WITH HEFLIN INDUSTRIES, INC.

<b>Contract Recipient/Vendor Name:</b>	Heflin Industries, Inc.
<b>Department Head Initials of Approval:</b>	/VK/
<b>Responsible Department Staff:</b> <i>(Return signed copy to responsible staff)</i>	Braden Bonczek
<b>Responsible Attorney:</b> <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
<b>Record Destruction Date:</b> <i>(Legal to fill in)</i>	1/8/2034
<b>Legal Department Internal Tracking #:</b> <i>(Legal to fill in)</i>	22-600 (amending 19-735)
<b>Due Date For Signature:</b>	November 7, 2022
<b>Expiration Date of Contract:</b>	Original term 1/8/2020. Final term will expire on 1/8/2024
<b>Renewal Date for Contract:</b>	This agreement has three additional one year renewal terms.
<b>Total Dollar Amount of Contract:</b>	Original NTE: \$ 6,000.00 New NTE: \$16,000.00
<b>Funding Source:</b>	009-U105000 010-U10500
<b>W9/EFT Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Affirmative Action Plan Complete (if applicable):</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Procurement Summary Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes

**Summary of Contract: Increases on-call services agreement “Not to Exceed” by \$10,000.00, from \$6,000.00 to \$16,000.00**



## CONTRACT COVER MEMORANDUM

**TO:** Controller, Mayor, USB  
**FROM:** Braden Bonczek  
**DATE:** November 2, 2022  
**RE:** REQUEST APPROVAL OF FIRST AMENDMENT TO ON-CALL SERVICES AGREEMENT WITH COMMERCIAL SERVICE OF BLOOMINGTON, INC.

<b>Contract Recipient/Vendor Name:</b>	Commercial Service of Bloomington, Inc.
<b>Department Head Initials of Approval:</b>	/VK/
<b>Responsible Department Staff:</b> <i>(Return signed copy to responsible staff)</i>	Braden Bonczek
<b>Responsible Attorney:</b> <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
<b>Record Destruction Date:</b> <i>(Legal to fill in)</i>	2034
<b>Legal Department Internal Tracking #:</b> <i>(Legal to fill in)</i>	22-598 (amending 20-047)
<b>Due Date For Signature:</b>	asap
<b>Expiration Date of Contract:</b>	2/28/2024
<b>Renewal Date for Contract:</b>	Three renewal periods. This contract is in its second renewal period.
<b>Total Dollar Amount of Contract:</b>	Additional: \$10,000.00 Total: 26,000.00
<b>Funding Source:</b>	009-56-U900006-U62032/010-56-U950006-U62032
<b>W9/EFT Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Affirmative Action Plan Complete (if applicable):</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Procurement Summary Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes

**Summary of Contract: Increases on-call “Not to Exceed” by \$10,000.00, from \$16,000.00 to \$26,000.00. This on-call agreement is for HVAC and plumbing services.**



## CONTRACT COVER MEMORANDUM

**TO:** Controller, Mayor & USB  
**FROM:** Daniel Hudson  
**DATE:** 10/26/2022  
**RE:** Request Approval for Construction Services with Building Associates, Inc. for the Filter Replacement at the Monroe WTP

<b>Contract Recipient/Vendor Name:</b>	Building Associates, Inc.
<b>Department Head Initials of Approval:</b>	/VK/
<b>Responsible Department Staff:</b> <i>(Return signed copy to responsible staff)</i>	Daniel Hudson
<b>Responsible Attorney:</b> <i>(Return signed copy to responsible attorney)</i>	Christopher Wheeler
<b>Record Destruction Date:</b> <i>(Legal to fill in)</i>	8/28/2024
<b>Legal Department Internal Tracking #:</b> <i>(Legal to fill in)</i>	22-576
<b>Due Date For Signature:</b>	November 7, 2022
<b>Expiration Date of Contract:</b>	August 28, 2024
<b>Renewal Date for Contract:</b>	N/A
<b>Total Dollar Amount of Contract:</b>	NTE of \$2,104,900.00
<b>Funding Source:</b>	010-U13121
<b>W9/EFT Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Affirmative Action Plan Complete (if applicable):</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes
<b>Procurement Summary Complete:</b> <i>(Staff Member of Responsible Dept. to fill in)</i>	Yes

**Summary of Contract:** This contract is for the removal and replacement of six filters and the installation of two air units, two exhaust fans, concrete and lighting replacement, and all other appurtenances at the Monroe WTP filter building.