

The Board of Public Works meeting was held Tuesday, November 8, 2023 at 5:30 pm in the Council Chambers of City Hall at 401 N. Morton St., Bloomington, Indiana and virtually through Zoom with Kyla Cox Deckard presiding.

**REGULAR MEETING OF
THE BOARD OF PUBLIC
WORKS**

Present: Jane Kupersmith
Kyla Cox Deckard

ROLL CALL

City Staff: April Rosenberger – Public Works
J.D. Boruff – Public Works
Zac Rogers – Engineering
Colleen Newbill – Legal
Beth Cate – Legal
Alex Gray – Engineering
Maria McCormick – Engineering

None

**MESSAGES FROM BOARD
MEMBERS**

None

**PETITIONS &
REMONSTRANCES**

CONSENT AGENDA

1. Resolution 2023-64; Declaration of ITS Surplus
2. Resolution 2023-72; Declaration of ITS Surplus for Donation to Binary Heart
3. Resolution 2023-74; Canopy of Lights
4. Resolution 2023-75; Holiday Market
5. Outdoor Lighting Service Agreement with Duke Energy for the Franklin Road Business Park
6. Outdoor Lighting Service Agreement with Duke Energy for the Shadow Creek Subdivision
7. Addendum #1 to Contract with Ann-Kriss, LLC for Sanitation Garage Repairs
8. Addendum #1 to Contract with Ann-Kriss, LLC for Restorative Roof Coating at FS #2
9. 2024 Service Agreement with Ann-Kriss, LLC
10. 2024 Service Agreement with B&L Sheet Metal
11. 2024 Service Agreement with Bounds Flooring
12. 2024 Service Agreement with Bruce Home Improvements
13. 2024 Service Agreement with Cassidy Electric
14. 2024 Service Agreement with Commercial Service
15. 2024 Service Agreement with Economy Termite & Pest Control
16. 2024 Service Agreement with Everywhere Signs
17. Renewal #3 for ReCollect Systems, Inc.
18. Approval of Payroll

Board Comments: Cox Deckard made a motion to add the Service Agreements from the Consent Agenda to New Business for discussion as a whole. Kupersmith seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the Consent Agenda as amended. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

J.D. Boruff, Public Works, presented on the 2024 Service Agreements.

NEW BUSINESS
2024 Service Agreements

Board Comments: Kupersmith asked Boruff to explain the process for selecting these vendors and the rationale for using Service Agreements. Boruff explained that Service Agreements cover work with preferred vendors for routine repair and maintenance needs that fall below the \$5,000 threshold which would require a bid process, and they offer a more formalized process that protects the City in terms of liability. These types of work were previously approved at the staff level, as allowed by the State Board of Accounts, but it was determined by the City Legal and Controller Departments that a contract was required for any vendor that comes on to City property to perform work, and that a “hold harmless” clause must be included in such contracts along with their rates of service. Kupersmith asked Boruff how a vendor becomes a “preferred” vendor. Boruff responded that the City will often use vendors that they have used previously, who typically have working knowledge of City systems, and whose workmanship and practices they are comfortable with. As an example, Boruff cited HFI, who originally installed the City Hall HVAC system, and have been keeping it in good condition since then. Boruff added that, while the City will often rely on preferred vendors, they are actively adding new vendors, with a preference for local vendors, and they also will cease business with any vendors who are not performing adequately. Cox Deckard asked specifically about Commercial Service, and if this vendor offers a certain expertise. Boruff responded that the City is turning some facilities over to Commercial Service for maintenance now that the original warranty period has expired, citing Animal Care and Control as an example. Cox Deckard asked if Commercial Service performed the original installation of the Animal Care and Control system. Boruff responded that they did not, it was an out-of-town company.

Kupersmith made a motion to approve the 2024 Service Agreement with Ann-Kriss, LLC. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with B&L Sheet Metal. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Bounds Flooring. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Bruce Home Improvements. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Cassady Electric. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Commercial Service. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Economy Termite & Pest Control. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Kupersmith made a motion to approve the 2024 Service Agreement with Everywhere Signs. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Zac Rogers, Engineering, presented Full Street Closure Request from Milestone Contractors on W. 2nd St. for Hopewell Project - Phase I. See meeting packet for details. Rogers added that 1st St. will be used as a detour, the north sidewalk on W. 2nd St. will remain open, and

**Full Street Closure Request
from Milestone Contractors on
W. 2nd St. for Hopewell**

relevant stakeholders will or have been notified.

Project - Phase I

Board Comments: Kupersmith asked if neighbors have been notified. A representative from Milestone confirmed that neighbors had been notified.

Kupersmith made a motion to approve the Full Street Closure Request from Milestone Contractors on W. 2nd St. for Hopewell Project - Phase I. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Alex Gray, Engineering, presented Lane and Sidewalk Closure Request from Duke Energy along W. Belle Ave. near W. 3rd St. (December 01, 2023 - April 30, 2024). See meeting packet for details. Gray added that this request is different from the work happening on Rogers St. and the 17th and Dunn St. area, and that it will not involve metal poles, only replacing existing wooden poles. The closure will only affect the City right-of-way in the W. Belle Ave. area, and it will not be continuous for the whole 152 day time period. Duke will work with the local school to ensure communication. Cox Deckard asked if flaggers will be used to route pedestrian traffic, and Gray confirmed they will.

Lane and Sidewalk Closure Request from Duke Energy along W. Belle Ave. near W. 3rd St. (December 01, 2023 - April 30, 2024)

Kupersmith made a motion to approve the Lane and Sidewalk Closure Request from Duke Energy along W. Belle Ave. near W. 3rd St. (December 01, 2023 - April 30, 2024). Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Maria McCormick, Engineering, presented Sidewalk and Parking Lane Closure Request from Strauser Construction at 217 W. 6th St. to Remove Green Roof at Yellow Cab Company (November 13, 2023 – November 17, 2023). See meeting packet for details. McCormick added that pedestrians will be routed to the sidewalk on the north side of 6th St.

Sidewalk and Parking Lane Closure Request from Strauser Construction at 217 W. 6th St. to Remove Green Roof at Yellow Cab Company (November 13, 2023 – November 17, 2023)

Board Comments: Kupersmith asked if pedestrians will still be able to access businesses in the affected area. McCormick responded that she was not certain of the answer, but given the nature of the equipment being used, specifically a large crane, she guessed that there will not be pedestrian access. Kupersmith asked if information about the potential lack of pedestrian access has been communicated to relevant businesses. McCormick stated that she did not know, and added that the proposed work was something of an emergency situation, with time considerations to complete the work before snow and inclement weather would impact the roof, creating a potential failure. Cox Deckard added that the green roof was a stipulation of the plan approval, and the property owner will need to resolve that with the Planning and Transportation Department. McCormick stated that the owner is aware of that stipulation, and that the requested permit will not change the requirement for a green roof.

Kupersmith made a motion to approve the Sidewalk and Parking Lane Closure Request from Strauser Construction at 217 W. 6th St. to Remove Green Roof at Yellow Cab Company (November 13, 2023 – November 17, 2023). Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Maria McCormick, Engineering, presented Resolution 2023-76; Encroachment Agreement for 617 N. Madison. See meeting packet for details.

Resolution 2023-76; Encroachment Agreement for 617 N. Madison St.

Kupersmith made a motion to approve the Resolution 2023-76; Encroachment Agreement for 617 N. Madison St. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

None

STAFF REPORTS AND OTHER BUSINESS

Board Comments: None

APPROVAL OF CLAIMS

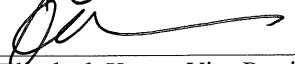
Kupersmith made a motion to approve claims in the amount of \$2,171,281.54. Cox Deckard seconded. Cox Deckard took a roll call vote, all in favor, motion is passed.

Cox Deckard called for adjournment at 5:53 p.m.

ADJOURNMENT

Accepted By:


Kyla Cox Deckard, President


Elizabeth Karon, Vice President


James Roach

Date: 2/13/24 Attest to: 