AGENDA
UTILITIES SERVICE BOARD MEETING

Utilities Service Board Room
City of Bloomington Utilities
600 E. Miller Dr.
Bloomington, Indiana 47402

Sam Frank, President
Jim Sherman, Vice President
Jason Banach
Amanda Burnham
Jeff Ehman
Julie Roberts
Terri Porter, ex-officio
Jim Sims, ex-officio

September 21, 2017
5:00 P.M. Regular Meeting

I. Call to order

II. Approval of the minutes of previous meeting (Sept 5)

III. Approval of the claims

IV. Request for Approval of Resolution for Bid Acceptance for the Dillman Road WWTP Effluent Filter Improvements project - Mike Hicks

V. Request for Approval of Contract for Mold Remediation at Blucher Poole – Cindy Shaw

VI. Request for Approval of Dump Truck Purchase – Cindy Shaw

VII. Subcommittee reports

VIII. Request for Approval of Resolution Regarding Purchasing Policy – Cindy Shaw

IX. Old business

X. New business

XI. Staff reports

XII. Petitions and communications*

XIII. Adjournment

* Brief public comment will be limited to 5 minutes per person.

UTILITIES SERVICE BOARD MEETING

September 5, 2017

Utilities Service Board meetings are recorded electronically or stenographically and are available during regular business hours in the office of the Director of Utilities.

Board President Frank called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Administrative Building in Bloomington, Indiana.

Board members present: Sam Frank, Jim Sherman, Jason Banach, Amanda Burnham, Jeff Ehman, Julie Roberts, and Jim Sims (ex-officio).

Staff members present: Chris Wheeler, Mike Hicks, Brad Schroeder, Phil Peden, Jane Fleig, Tom Axsom, Jon Callahan, John Langley, Michelle Waldon, Cindy Shaw, Nolan Hendon, Holly McLauchlin, Efrat Feferman, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Roberts seconded the motion to approve the minutes of the August 21st meeting. Motion carried, 6 ayes.

Frank welcomed Jim Sims, former voting member of the Board, as newest ex-officio member.

CLAIMS

Sherman moved and Roberts seconded the motion to approve the standard claims as follows:

> ***Vendor invoices submitted included $179,339.56 from the Water Utility; $78,855.72 from the Wastewater Utility; and $11,350.39 from the Stormwater Utility. Total Claims approved, $269,545.67.***

Motion carried, 6 ayes.

Board Member Ehman asked about SR2 meters, which are residential ¾ inch meters according to CBU Assistant Director (T&D) Axsom. Ehman also asked about backflow-related materials that were charged between water and wastewater. CBU Assistant Director (Finance) explained that backflow was a 40/60 split unlike pretreatment, which is solely funded through wastewater.

Sherman moved and Roberts seconded the motion to approve the utility claims as follows:

> ***Utility invoices submitted included $4,851.33 from the Water Utility; $6,638.66 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $11,489.99.***

Motion carried, 6 ayes.

Sherman moved and Roberts seconded the motion to approve the wire transfers and fees for the month of August in the amount of $316,844.72.

Motion carried, 6 ayes.

Sherman moved and Roberts seconded the motion to approve the customer refunds as follows:

> ***Customer refunds submitted included $153.61 from the Water Utility; $2,800.44 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $2,954.05.***

Motion carried, 6 ayes.

BID OPENING DILLMAN RD WWTP EFFLUENT FILTER IMPROVEMENTS PROJECT

CBU Engineer Hicks said CBU received bids until 4:45. Any received after that time were returned unopened. Wessler Engineering did the design and Andrew Thompson of Wessler helped in bid opening

The following five base bids were received by the deadline and opened at the meeting:

Dugan & Meyers	Louisville, KY	$1,060,000.00
Graves Construction	Switz City, IN	$1,081,081.00
Kokosing Industrial	Westerville, OH	$929,300.00
Mitchell & Stark	Medora, IN	$1,541,000.00
Reynolds Construction	Orleans, IN	$1,125,125.00

Hicks thanked all bidders for their time. CBU engineers will review the bids and bring a recommendation to the next Board meeting. Engineering's estimate for the project was $950,000.00.

RESOLUTION APPROVING ENERGY SAVINGS CONTRACT

Sherman moved and Roberts seconded the motion to approve resolution; motion carried, 6 ayes.

CBU Director Kelson brought Resolution 2017-3 to the Board. He reminded the Board that the solar portion of the Energy Savings Contract between ESG and the City had been extracted and expedited for completion by the end of the year. Although the USB did not need to approve the contract as it is between the City and ESG, the USB will need to approve CBU funding related to the project so CBU is asking the Board to approve this resolution in support of the solar panels. City Attorney Chris Wheeler feels that his colleague Thomas Cameron skillfully negotiated the agreement and is confident in the terms presented in the contract. The Board of Public Works and the Parks Board may not do resolution, but they will be involved as well. Wheeler emphasized that he wanted this board to have an opportunity to publicly support the contract since almost one-half of the proposed photovoltaic in the contract will be at CBU facilities. City-wide solar will result in a lease payment of $941,000; CBU portion will be a little less than half. This number will firm up as design is completed. Board stressed the critical timeline as the solar panels must be up and running by December 31st to take advantage of the federal incentive. By signing the

Resolution, the Board is not giving up the right to approve or deny other phases or funding. The Board expressed desire to have deliverables of results. When savings start, how are we going to know how it's going? Board would like a concise quarterly report of savings and also encouraged CBU to use data in the budget report Spring of 2018. Kelson said the energy bills showing kilowatt hours used is on BClear.

SUBCOMMITTEE REPORTS: Rules and Regulations subcommittee met on this day at 4:00pm. Sherman reported that the first item discussed was unclaimed balance- money owed to customers that was never collected. The proposed regulation is to credit that money in after 7 years. The subcommittee recommended to the full board that they approve the resolution.

The second agenda item at the subcommittee meeting was a discussion of the purchasing policy. The board will work with CBU staff to draft a purchasing policy that defines what amounts and situations need what approval.

RESOLUTION REGARDING UNCLAIMED CUSTOMER CREDIT BALANCES

Subcommittee recommended to approve resolution; motion carried, 6 ayes.

CBU Assistant Director (Finance) presented Resolution 2017-4 to receipt in customer balances after being unclaimed for seven years. It is modeled on a similar resolution passed by the Board to write off unpaid customer bills after seven years. It also follows related State statute. Board asked if a customer could come in after seven years to claim the amount, but Feferman said after that time, the resolution states the amount becomes CBU property. Feferman stated that CBU staff makes many attempts to contact the customer, but there are times when the customer has not left forwarding addresses, phone numbers, or email addresses.

OLD BUSINESS: N/A

NEW BUSINESS: N/A

STAFF REPORTS: Kelson stated that the Herald Times has a good article related to the water main replacement program. He mentioned that the Lake Lemon draw-down started and, weather permitting, the trestle repair should be done in a timely manner. The 50th Anniversary Celebration will be on September 16th. Kelson also reminded all that this was Feferman's last USB meeting. He said that Efrat is a pleasure to work with and a rock of stability. Feferman said she worked with a stellar team in Finance and was honored to be a part of the team for 9 years. President Frank applauded the work she's done and feels that working with people is her passion and where her heart is. He stated appreciation for presenting financial information in a digestible way.

PETITIONS AND COMMUNICATIONS: Sherman asked about new trash system. Feferman replied that CBU feels ready in its part. There is ongoing coordination with Sanitation and soon temporary Sanitation staff will be stationed at the CBU office for customer service. CBU has been testing the bill and it is probable that it will go out on time with the correct amount.

ADJOURNMENT: The meeting was adjourned at 5:41 p.m.

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Samuel K. Frank, President

REVISED

UTILITIES SERVICE BOARD MOTION
MEETING ON SEPTEMBER 18, 2017

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 09/14/17	Date:	09/14/17
	USB: 09/18/2017		
	For Period: 08/19/17-09/01/17	**Paydate:**	**09/22/17**
	G/L Date: **09/22/17**		

Utilities Department invoices filed with the City Controller September 14, 2017 and signed by the Utilities Service Board for payment September 22, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	158,496.72
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$158,496.72
Wastewater Operations & Maintenance	147,670.46
Wastewater Construction	704,812.38
Wastewater Sinking	1,100.00
Total of Wastewater Utilities as per the invoice list:	$853,582.84
Stormwater	676.79
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$676.79
Total Water Utility:	**$158,496.72**
Total Wastewater Utility:	**$853,582.84**
Total Stormwater Utility:	**$676.79**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$1,012,756.35**

Changed account distribution on B&H Electric and Supply Inc claim. Inv#0307286 $3,529.40

REVISED

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/22/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
All-Phase Electric Supply, INC	0740-571094	6 Terminal blocks for HS pumps - MN	244.20	244.20				
American Pump Repair & Service, INC	75314	BP17-142 Repair of KSB submersible sewage pump	3,672.00		3,672.00			
American Society of Civil Engineers	1043904412	ENG17-062 Professional publications (CD format)	388.95	155.58	233.37			
American Water Works Association	0001573239	PUR17-385 Standards Methods Book, 23rd ed.; Item#10086	241.00	241.00				
Aramark Uniform & Career Apparel Group, INC	08/31/17 SUPPLY	Weekly mats & supplies - August 2017 - LAB, MN, SC, BP, DR	1,761.23	699.70	1,061.53			
Aramark Uniform & Career Apparel Group, INC	08/31/17 uniform	Uniform service - August 2017 - August 2017 - TD, ENG, BP, DR, PUR, MN	242.08	98.99	143.09			
ATC Group Services, LLC	2041265	ADMIN17-139 Semi-annual groundwater analysis req by IDEM-Dillman	2,204.96		2,204.96			
Auto Body Specialists	9801	PUR17-394 Repair 2013 Ford Transit Connect #787	743.74		743.74			
B&H Electric and Supply, INC	0307286	ENG17-059 Fluke vibration meters (2) Model 850 FC	3,529.40	2,470.58	1,058.82			
Bank Of New York	252-2042420	Administration fee-Sewage Works Revenue Bonds 2017 - ACCT	1,100.00			1,100.00		
Barry Company, INC	624909	Raw water pumps for lab @ Monroe - MN	700.62	700.62				
BBC Pump And Equipment Company, INC	30042842	DM17-099 Tsurumi Submersible 1/2 HP pumps (3)	998.83		998.83			
Black Lumber Co INC	336101	Caulking for control room - SC	5.99	2.40	3.59			
Black Lumber Co INC	336323	1 cs white marker paint for parking lines - SW, TD	32.94	13.18	18.12			1.64
Black Lumber Co INC	337056	Misc spray paint - SC	21.55	8.62	12.93			
Bloomington Paint & Wallpaper Co	00376912	Paint for exterior doors @ Service Center - SC	54.29	21.72	32.57			
Bradley C Schroeder	ENG17-067	Travel reimbursement-IWEA in Indpls 08/22-08/23/17 - DIR	48.00		48.00			
Brehob Corporation	703484	BP17-154 Air compressor outside service; installed new board	1,519.19		1,519.19			
Brenntag Mid-South, INC	BMS743313	Robin 120 One Way Polymer 4600 @ .9420 delivered 08/29/17 - MN	4,333.20	4,333.20				
Brian K Lady (A Royal Flush)	723004	BP17-168 Pumped sludge from junction box @ primary	135.00		135.00			
Chemical Resources, INC	301539	Sodium aluminate - 44,020 @ .1720 delivered 08/20/17 - DR	7,571.44		7,571.44			
Chemtrade Chemicals Corporation	92176195	Alum - 11.228 @ 424.00 delivered 08/24/17 - MN	4,760.67	4,760.67				
Chemtrade Chemicals Corporation	92177312	Alum - 11.162 @ 424.00 delivered 08/28/17 - MN	4,732.69	4,732.69				
Chemtrade Chemicals Corporation	92181002	Alum - 11.006 @ 424.00 delivered 08/30/17 - MN	4,666.54	4,666.54				
Chemtrade Chemicals Corporation	92185411	Alum - 11.143 @ 424.00 delivered 09/07/17 - MN	4,724.63	4,724.63				
Cintas First Aid & Safety # 388	5008609362	Restock first aid cabinet @ Monroe - 08/23/17 - MN	84.60	84.60				

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Cintas First Aid & Safety // 388	5008628185	Restock first aid cabinet @ Blucher Poole - 08/25/17 - BP	252.33		252.33			
Cloverleaf Tool Co	42698	TD17-357 1-1/4" - 90 degree swivel joint; part#C125-90	295.26		295.26			
Commercial Service Of Bloomington, INC	S137077	Repair circuit breaker for RTU @ press bldg - DR	216.44		216.44			
Commercial Service Of Bloomington, INC	S137231	Replace capacitor, clear condensate line, replace thermostat -SC	305.39	122.16	183.23			
Commercial Service Of Bloomington, INC	S137250	Service A/C @ Linglebach booster station - BS, TD	134.25	134.25				
Commonwealth Biomonitoring, INC	1774-01	Effluent toxicity tests of final effluent from Dillman - DR	2,000.00		2,000.00			
Cosner's Ice Company	131011530	100 bags of ice delivered 08/23/17 - TD	145.00	58.00	79.75			7.25
Creative Graphics, INC (dba Baugh Enterprises)	3452	1,500 light green & 1,000 dark green septage tickets - CS	500.00		500.00			
Eco-Infrastructure Solutions, INC	9228	Repair of tractor motor #550 - TD	421.41		421.41			
Eco-Infrastructure Solutions, INC	9229	Camera repair on truck #550 - TD	801.85		801.85			
Electric Plus, INC	16239	BP17-164 Repair of old pipe & wiring around belt press#1	1,493.58		1,493.58			
Engineered Solutions Midwest	1842	ENG17-043 Gentry booster flow meter installation & configuration	680.00	680.00				
Eurofins Eaton Analytical, INC	S283549	Testing - Dissolved, total & organic carbon, TOC, SUVA, UV- MN	185.00	185.00				
Eurofins Eaton Analytical, INC	S283683	SOC 525.2 Analysis of drinking water - LAB, DR	260.00	260.00				
Everett J Prescott, INC	5255319	PUR17-304 1" roll copper (120 feet) @ $4 per ft	480.00	480.00				
Everett J Prescott, INC	5259458	PUR17-316 Meter pit extension rings 20"x24" (15)	1,200.00	1,200.00				
Everett J Prescott, INC	5260906	PUR17-319 1" FM flare w/ tracer wire set screw on	507.60	507.60				
Everett J Prescott, INC	5264516	PUR17-332 8 FST ductile pipe; 6 FST ductile pipe	16,217.60	16,217.60				
Everett J Prescott, INC	5266813	TD17-298 3/4" IPERL TR/PL (5/8"LL) Part#50300-4 (59)	8,186.25	3,274.50	4,911.75			
Everett J Prescott, INC	5281432	TD17-298 3/4" IPERL TR/PL (5/8"LL) Part#50300-4 (41)	5,688.75	2,275.50	3,413.25			
Fastenal Company	INBLM200839	Misc bandages, eye pads, gloves, tweezers & pads - SC	9.82	3.93	5.89			
Fields Environmental, INC	1875	W17-4107-ENG17-048 Griffy WP - Environmental support activities	13,415.98	13,415.98				
First Financial Bank, N.A.	1 S17-6105	Retainage-S17-6105- S Central Interceptor Sewer to 08/11/17-ENG	25,719.50				25,719.50	
Fisher Scientific Company, LLC	0247879	1 cs Volumetric flask 100ml class A - LAB, DR	475.21		475.21			
Fisher Scientific Company, LLC	5034007	Contrex cleaner, ultrasonic cleaner - MN	1,121.27	1,121.27				

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Fisher Scientific Company, LLC	6372159	Filter flask 500ml, Pipets class A, flask 1000ml - LAB, DR	829.53		829.53			
Fisher Scientific Company, LLC	8428994	Phosphorus standard 50ppm - LAB, DR	52.58		52.58			
Fisher Scientific Company, LLC	8861720	Graduated cylinder 100ml class A - LAB, DR	214.01		214.01			
Fisher Scientific Company, LLC	8861738	Support rack for FS60 - LAB, MN	126.99	126.99				
Fisher Scientific Company, LLC	9208719	Perforated tray F/3210 - LAB, MN	123.40	123.40				
Fisher Scientific Company, LLC	9483555	Ammonia nitrogen standard 1ml - LAB, DR	59.60		59.60			
Gary D Conder	63071	TD17-346 100 bales straw @ $5 per bale	500.00	200.00	275.00			25.00
GRW Engineers, INC	0048086	S17-6107-Bid assistance 2017-2018 Sewer lining thru 07/29/17-ENG	9,000.00		9,000.00			
HACH Company	10587521	DL17-065 BOD nutrient buffer pillows, 300 ml	133.69		133.69			
HACH Company	10599816	MN17-343 Finished water turbidity meter; Model#TU5300	4,006.67	4,006.67				
HACH Company	10601043	MN17-278 Water purif sys, UV 100-230VAC, 50/60HZ	5,233.42	5,233.42				
Hawkins, INC	4135596	MN17-362 Sodium permanganate 20% (541 GALS)	5,022.21	5,022.21				
HD Supply Facilities Maintenance - (USA Bluebook)	338350	DL17-062 pH buffer 4, 7, 10; dessicant, reg, #8 mesh, 5lb	512.15		512.15			
HD Supply Facilities Maintenance - (USA Bluebook)	338353	DL17-061 Glass microfiber filters, graduated cyl, sample bottle	1,371.60		1,371.60			
HD Supply Facilities Maintenance - (USA Bluebook)	339838	DR17-112 Honeywell Truline 12" recorder, 1-pen w/display	2,181.54		2,181.54			
HD Supply Waterworks, LTD	H416072	DR17-083 Various inventory & non-inventory parts	6,949.43	65.70	6,883.73			
HD Supply Waterworks, LTD	H482253	PUR17-183 Brass nipples 2"x12" (11)	291.83	291.83				
HD Supply Waterworks, LTD	H484993	PUR17-322 Valve 12" (Gate), inventory part#12-VAL-G	4,521.00	4,521.00				
HD Supply Waterworks, LTD	H496709	PUR17-280 Extension ring 24x20 (24)	1,543.20	1,543.20				
HD Supply Waterworks, LTD	H532100	PUR17-338 3/4"x1" hex bushing, 3/4" close nipple (50EA)	403.00	403.00				
HD Supply Waterworks, LTD	H542691	PUR17-355 2"x8" brass nipples (10); part#G-035	232.50	232.50				
HD Supply Waterworks, LTD	H595760	Credit memo - Return of 40 2x3/4 TEE PJ from inv#H461072 - PUR	(2,935.46)	(2,935.46)				
HNTB Corporation	7-64180-DS-001	W16-4009 - Monroe LSP-4 VFD Replacement through 06/30/17 - ENG	1,250.00	1,250.00				
Hoosier Floor Covering, INC (Carpets Plus)	I-33959	PUR17-374 CoreTec Plus 12x24 floor tiles for MS and Control	1,787.10	714.84	1,072.26			
HP Products Corporation	I3146537	50 bx Black nitrile gloves XL, 5 bx Nitrile PF gloves Lg - PUR	508.00	203.20	304.80			

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
HP Products Corporation	I3150976	45 bx Nitrile PF gloves Lg - PUR	310.50	124.20	186.30			
HP Products Corporation	I3153294	20 boxes of blue nitrile gloves size large - DR	118.80		118.80			
HP Products Corporation	I3155361	20 boxes of blue nitrile gloves size X-large - DR	118.80		118.80			
HP Products Corporation	I3156782	3 cs tissue, 4 cs m-fold towels - SC	276.99	110.80	166.19			
Infrastructure Systems, INC	1 S17-6105	S17-6105-South Central Interceptor Sewer thru 08/11/17 - ENG	679,092.88				679,092.88	
Interstate Battery System of Bloomington, INC	102537	2 Tol-7006 batteries - BP	79.80		79.80			
Irving Materials, INC	10451898	W17-4103 - Concrete - W Woodyard Rd & N Loesch Rd - TD	319.50	319.50				
Irving Materials, INC	10453263	Concrete - Water line - Adam & Allen - TD	374.25	374.25				
Irving Materials, INC	10455248	Concrete - Water line - 3317 W Jordan Court - TD	529.50	529.50				
Irving Materials, INC	10456149	Concrete - Water line - N Cabot Ct - TD	374.25	374.25				
Irving Materials, INC	10458071	Concrete - Water line - 3333 E 3rd St - TD	660.00	660.00				
Irving Materials, INC	10459235	Concrete - Water line @ 14th & Woodburn - TD	228.00	228.00				
Jane A Fleig	ENG17-066	Travel reimbursement for IWEA Conf in Indpls 08/22-08/23/17 -ENG	47.00		47.00			
Jason R Hollers (Hollers Welding)	113969	BP17-19 Welded S/S UV aluminum carts	265.00		265.00			
JCI Jones Chemicals, INC	732329	Sodium hypochlorite - 3,912 @ .7500 delivered 08/28/17 - DR	2,934.00		2,934.00			
JCI Jones Chemicals, INC	732600	Sodium hypochlorite - 4,515 @ .7500 delivered 08/30/17 - MN	3,386.25	3,386.25				
John Deere Financial (Rural King)	JRNL#H3152 8/62	Tripod sprinklers, wire harness, water hose - BP	109.96		109.96			
John Deere Financial (Rural King)	JRNL#H4523 5/62	1 Nozzle for gas pump, 1 fuel can - MN	41.98	41.98				
John Deere Financial (Rural King)	JRNL#H4530 1/62	Leaf rake & handle to clean duck weed from basins - BP	15.72		15.72			
John Naylor Trucking, LLC	21026	Hauling #11 Stone - Storm @ 2400 W 3rd St - SW, TD	157.25					157.25
Keller Heating & Air Conditioning, INC	80345	BP17-166 Floor unit - air & heat, belt press office repair	1,370.50		1,370.50			
Kirby Risk Corp	S109373566. 001	Fan for SMC used @ Fieldstone LS - LS, TD	318.90		318.90			
Kroger Limited Partnership I	007677	5 Clorox bottles of bleach - used for main breaks - TD, PUR	23.38	23.38				
Larry Stidd (Bloomington Letter Shop)	4789	9,900 CBU Inspection & meter change forms - CS, TD	1,077.32	430.93	646.39			
Lawson Products, INC	9305195977	Fresh aerosol, gear lube, hex nuts, hex caps, o-rings - BP	322.89		322.89			
Lee Supply Corporation	6595110	PUR17-377 toilet seats (2)	42.66	17.06	25.60			

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Logical Concepts, INC - (Omnisite)	56559	Monthly cellular fee for XR-50 Omni-Site - ENG	1,150.00		1,150.00			
Mark Osborne (Control Freaks Consulting)	96Inv-BP17-160	BP17-160 Labor (2hrs) to repair faulty RAS Pump #1	210.00		210.00			
Menards, INC	71905	Baseboard, adhesive, tapping block, z-bar - SC	71.37	28.55	42.82			
Menards, INC	72023-cbu	PVC 80, wash kit, dawn, couple, adapter, bushing, paint, tape-MN	118.77	118.77				
Menards, INC	72127	Traffic paint, 4" rollers, 4" replacement knaps, paint pans - TD	96.30	38.52	52.97			4.81
Michael K Conwell (Blue River Technologies)	081817-05	MN17-333 45' x 117' long geotextile dewatering bags (2)	6,670.00	6,670.00				
Milestone Contractors, LP	111544	Asphalt - Water, Sewer & Storm - 8/3-8/10/2017 - SW, TD	879.36	557.12	191.04			131.20
Milestone Contractors, LP	111798	Asphalt - Water line - 8/15/2017 - TD	338.40	338.40				
Monroe County Government	08/29/17	Change of date fee for Commons #6 room-Labor meeting-DIR	10.00		10.00			
Nalco Crossbow Water, LLC	2224921	DMF1 DI EXPRESS dionizatin water change, R1009 FILTER-DR	147.13		147.13			
Paragon Micro, INC	777407	Dell 90W Auto/Air DC Travel Adapter for D Klarich-TD, DIR	69.99	28.00	41.99			
PMB East, INC (PakMail)	15367	PUR17-402 Shipping charges to Denver for GE Analyzer return	1,088.70	1,088.70				
Republic Services, INC	0694-001909549	Trash removal @ Dillman WWTP - 08/18-09/30/17 - DR	557.11		557.11			
Republic Services, INC	0694-001911537	Trash removal @ Monroe WTP - 08/01-08/31/17 - MN	99.75	99.75				
Republic Services, INC	0694-001911538	Trash removal @ Blucher WWTP - 08/01-08/31/17 - BP	99.75		99.75			
Richard's Small Engine, INC	275818	Repair gate opening unit @ grit building - BP	123.85		123.85			
Richard's Small Engine, INC	276825	Gasket, shop supplies, gas, labor for gate opener - BP	49.13		49.13			
Ricoh USA, INC	5049915761-CBU	Ricoh copier maintenance - 07/17-08/16/17 - DR, BP, MN	54.57	4.44	50.13			
Rogers Group, INC	0071160740	#11 Stone - Storm @ 2400 W 3rd St - 8/15/2017 - SW, TD	166.50					166.50
Rogers Group, INC	0071160741	W17-4103, W17-4105 - Misc Stone - 8/14-8/18/17 - TD	2,055.04	1,665.47	389.57			
Shambaugh & Son, LP (Precision Controls of Indy)	16478035	MN17-250 Permanganate pump-SCADA 06/19-06/25/16 - (13 hrs)	1,352.00	1,352.00				
Shambaugh & Son, LP (Precision Controls of Indy)	16480341	DR17-029 Replaced backlight in east end panel view 03/13/17	926.15		926.15			
Shambaugh & Son, LP (Precision Controls of Indy)	16480342	DR17-030 Install flow meter transmitter @ clarifier 3 3/13-3/15	1,144.00		1,144.00			

REVISED

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/22/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Shambaugh & Son, LP (Precision Controls of Indy)	16480345	DR17-059 Doppler flow meter @ basin #1 & polymer pump #2 5/3-5/4	520.00		520.00			
Shambaugh & Son, LP (Precision Controls of Indy)	16497114	DR16-090 Replaced 24vdc power supply in filter 4 panel 11/07/16	104.00		104.00			
Shambaugh & Son, LP (Precision Controls of Indy)	16497135	BP16-222 Checked gate valve, repaired limit switch 12/06/16	208.00		208.00			
Smith Implements, INC	P45995	Balance remaining from a return and purchase of cutting edge -DR	12.11		12.11			
Southside Rental Center, INC	01-214501-01	Propane - SC	95.20	38.08	57.12			
Stansifer Radio Co, INC	417122	6' flat HDMI cable for V Kelsen - DIR	9.90	3.96	5.94			
Staples Contract & Commercial, INC	3343509355	2018 AAG Wall calendar 24 x 36 - DR	12.40		12.40			
Staples Contract & Commercial, INC	3343509356	Refund item 2017 AAG Wall calendar 24 x 36 - DR	(12.40)		(12.40)			
Staples Contract & Commercial, INC	3343509357	2017 AAG Wall calendar 24 x 36 - DR	12.40		12.40			
Staples Contract & Commercial, INC	3346348879	6 Bic wite-out correction tape, 6 paper clips jumbo - BP	2.94		2.94			
Staples Contract & Commercial, INC	3346935382	Bic wite-out correction tape - BP	64.62		64.62			
Staples Contract & Commercial, INC	3347846500	Carder chair - PUR	134.50	53.80	80.70			
Staples Contract & Commercial, INC	3349306884	Carder chair - PUR	134.50	53.80	80.70			
Staples Contract & Commercial, INC	3349306885	12 Copy paper 8 1/2" x 11 - SC, PUR	318.84	127.54	191.30			
Staples Contract & Commercial, INC	3349306919	Inkjoy 300 pens, spiral memo, twin-pocket folders - DR	12.15		12.15			
Staples Contract & Commercial, INC	3349807851	Log book, 3 boxes ball point pens, 6 binder paper - MN	95.64	95.64				
Staples Contract & Commercial, INC	3350644057	Mech. pencils - MN	15.86	15.86				
Staples Contract & Commercial, INC	3350644064	Replacement erasers - MN	29.57	29.57				
Staples Contract & Commercial, INC	3350936486	Refund item - Carder chair - PUR	(134.50)	(53.80)	(80.70)			
Staples Contract & Commercial, INC	3350936487	2 LA-Z-Boy Bradley bonded leather chairs - BC, PUR	397.42	158.97	238.45			
Staples Contract & Commercial, INC	3350936491	Hardwood surface chairmat 36"x48" - COMM, TD	37.71	15.08	20.74			1.89
Suburban Laboratories, INC	147403	Annual sampling of Indiana Metal Crafts Outfall for Dioxin - ENV	440.00		440.00			
Suburban Laboratories, INC	147871	Annual CBU Sampling of Indiana Metal Crafts Line 2 - ENV	929.00		929.00			
Sunbelt Rentals, INC	71801782-0001	Husqvarna air filter, 16" diamond blade, spark plug - SW, TD	125.00	50.00	68.75			6.25
Sunbelt Rentals, INC	72073276-0001	Husqvarna model FS513 Self-propelled floor saw - TD, PUR	3,500.00	1,400.00	1,925.00			175.00

REVISED

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/22/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Tamara L Ratliff-Roberts	ADMIN17-136	Travel reimbursement-IWEA Conf in Indpls-08/22-08/23/17-DIR	90.00		90.00			
Tri-State Bearing Co, INC	297570-00	4 Bearings for Cory Lift Station - LS, TD	92.92		92.92			
Tri-State Bearing Co, INC	299683-00	4 Bearings for pumps @ Walnut Creek Lift Station - LS, TD	103.10		103.10			
Tyler Technologies, INC	045-188420 CBU	CBU portion for Citizen Transparency Portal NWERP - DIR	1,750.00	700.00	1,050.00			
Tyler Technologies, INC	045-200919 CBU	CBU portion for credit memo for Transparency Portal - DIR	(875.00)	(350.00)	(525.00)			
United Parcel Service, INC	0000430948337	Shipping charges - 08/14-08/16/17 - DIR, MN, LAB, PUR	55.22	41.51	13.71			
United Parcel Service, INC	0000430948347	Shipping charges - 08/16-08/23/17 - MS, DIR, LAB, PUR	99.07	39.82	59.25			
United Parcel Service, INC	0000430948357	Shipping charges - 08/29/17 - TD, PUR	81.90	32.76	49.14			
Utility Pipe Sales Co, INC	IN062761	PUR17-303 Swivel FM flare; curb stops, angle ball cts x yoke	22,411.05	22,411.05				
Utility Pipe Sales Co, INC	IN062762	PUR17-309 Various parts for inventory incl bolts, nuts & tees	4,487.00	4,487.00				
Utility Pipe Sales Co, INC	IN062929	PUR17-303 Curb stops, tee anodes, qtr bend fflr, curb cts	2,726.50	2,726.50				
Utility Pipe Sales Co, INC	IN063082	PUR17-303 6" JCM 171 repair clamp, ss bolts & nut; 6" JCM repair	2,158.00	2,158.00				
Utility Pipe Sales Co, INC	IN063200	PUR17-303 Ball curb cts, curb stops, angle ball cts x yoke	5,830.00	5,830.00				
Utility Pipe Sales Co, INC	IN063265	PUR17-306 Kennedy Guardians and Kennedy hydrant extension	5,496.00	5,496.00				
Utility Pipe Sales Co, INC	IN63404	PUR17-306 Kennedy guardian K81 4.5" bury OL 3-way	5,178.00	5,178.00				
Virtuoso Sourcing Group, LLC	23711	Collection agency fee - 08/18-08/24/17 - AR	45.83	18.33	27.50			
Virtuoso Sourcing Group, LLC	23712	Collection agency fee - 08/29/17 - AR	95.01	38.00	57.01			
W.W. Grainger, INC	9530553172	PUR17-380 6 No smoking signs, 10 x 7 in	140.52	140.52				
W.W. Grainger, INC	9534944187	PUR17-380 No Smoking (6) & Danger (2) signs for MWTP	53.70	53.70				
Wessler Engineering, INC	30447	S17-6106-Dillman Effluent Filter Improvements thru 05/31/17 -ENG	12,536.25		12,536.25			
Wessler Engineering, INC	30533	S17-6106-Dillman Effluent Filter Improvements thru 06/30/17 -ENG	15,477.88		15,477.88			
Wessler Engineering, INC	30689	S17-6106-Dillman Effluent Filter Improvements thru 07/31/17 -ENG	35,381.27		35,381.27			

REVISED

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/22/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Wastewater Sinking	Wastewater Construction	Stormwater O&M
Whiffen Machine And Press Repair, INC	6893	TD17-356 Rebuild impeller on pump#1@ Walnut Creek lift station	240.00		240.00			
Young Trucking, INC	93968	#23 Sand hauled to Dillman Rd - 8/15-8/16/2017 - DR	1,691.68		1,691.68			
Young Trucking, INC	93969	Hauling sludge from Blucher Poole - 08/18/17 - BP, ENV	669.23		669.23			
Young Trucking, INC	94076	Hauling sludge from Blucher Poole - 08/24/17 - BP, ENV	518.11		518.11			
Young Trucking, INC	94077	Hauling sludge from Dillman WWTP - 08/23/17 - DR, ENV	5,936.08		5,936.08			
		Grand total:	1,012,756.35	158,496.72	147,670.46	1,100.00	704,812.38	676.79

UTILITIES SERVICE BOARD MOTION
MEETING ON SEPTEMBER 18, 2017
UTILITY BILLS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 09/13/17	Date:	09/12/17
	USB: 9/18/2017		
	For Period: 08/29/17 - 09/12/17	**Paydate:**	**09/13/17**
	G/L Date: **09/13/17**		

Utilities Department invoices filed with the City Controller September 12, 2017 and signed by the Utilities Service Board for payment September 13, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	127,828.62
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$127,828.62
Wastewater Operations & Maintenance	106,088.71
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$106,088.71
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$127,828.62**
Total Wastewater Utility:	**$106,088.71**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$233,917.33**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/13/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	8123311353 08/17	Service - Washington St Storage - 08/22-09/21/17 - SC	142.54	57.02	85.52
AT&T	8123315400 08/17	Service - Centrex main line - 08/22-09/21/17 - SC	8,014.68	3,205.87	4,808.81
City Of Bloomington Utilities	08/31/17 CBU	Service - 08/01-08/31/17 - BP, DR, LS, SC	20,635.68	286.95	20,348.73
Comcast Cable Communications, INC	09/02/17	Service - Acct#8529-20-119-0490580 - Service Cntr 09/15-10/14/17	19.03	7.61	11.42
Duke Energy	09/13/17	Service - July - August 2017 - LS, BS, SC, TD, DR, MN	166,807.00	106,030.80	60,776.20
Indiana Paging Network, INC	13339122	Pager Service - 10/01-12/31/17 - BP, DR, MS, MN, PUR, TD	192.16	78.04	114.12
Smithville Telephone Co Inc	09/02/17 BP	Service - Blucher, fax, modem - 08/02-09/01/17 - BP	283.20		283.20
Smithville Telephone Co Inc	09/02/17 DR	Service - Dillman, fax - 08/02-09/01/17 - DR	239.05		239.05
Smithville Telephone Co Inc	09/02/17 MN	Service - Monroe, fax, intake, internet - 08/02-09/01/17 - MN	282.27	282.27	
South Central Indiana REMC	2093400200 08/17	Service - Blucher Poole - 07/27-08/18/17 - BP	18,389.15		18,389.15
State Of Indiana	07/31/17 CBU	Water usage - 07/01-07/31/17 - MN	17,880.06	17,880.06	
Utilities District of Western Indiana REMC	52184-001 09/17	Service - Fieldstone LS - 08/01-09/01/17 - LS	784.00		784.00
Utilities District of Western Indiana REMC	75843-001 09/17	Service - Stonechase LS - 08/01-09/01/17 - LS	131.00		131.00
Vectren	N0833866 09/17	Service - Blucher Poole - 07/28-08/30/17 - BP	100.51		100.51
Vectren	N1236302 09/17	Service - Tamarron LS - 08/01-09/01/17 - LS	17.00		17.00
		Grand total:	233,917.33	127,828.62	106,088.71

ACH

INTERDEPARTMENTAL

MEMO

To:	Utilities Service Board	From:	Kim Robertson
Sub:	Scheduled ACH payment	Dept.	Accounts Payable
		Date:	09/14/17

G/L DATE: 09/14/17

Water Operations & Maintenance	0.00
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	200,834.62
Water Hydrant Meter Rental	0.00
Water Debt Reserve	0.00
Total of Water Utilities as per the claims list:	$200,834.62
Wastewater Operations & Maintenance	0.00
Wastewater Construction	0.00
Wastewater Sinking	0.00
Wastewater Debt Reserve	0.00
Total of Wastewater Utilities as per the claims list:	$0.00
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the claims list:	$0.00
Total Water Utility:	**$200,834.62**
Total Wastewater Utility:	**$0.00**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$200,834.62**

ACH - Bank of New York - 2011 SRF Loan Payment - September 2017

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/14/17

SRF Payment - September 2017

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water Sinking
Bank Of New York	ACCT17-112-9	SRF Bloomington TAS#610026-2011 SRF Loan - Sept 2017	200,834.62	200,834.62
		Grand total:	200,834.62	200,834.62

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF AUGUST, 2017

INDIANA DEPARTMENT OF REVENUE (SALES TAX - JUNE, 2017)	$1,213.92
INDIANA DEPARTMENT OF REVENUE (SALES TAX - JULY, 2017)	$56,078.49
NPC CHARGE CARD FEES - JULY, 2017	$17,776.31
FIRST FINANCIAL ACCOUNT ANALYSIS FEES - JULY, 2017	$2,731.70
GROSS PAYROLL 9/15/2017	$304,048.28
FICA TAX 9/15/2017	$21,938.67
TOTAL	**$403,787.37**

UTILITIES SERVICE BOARD MOTION
MEETING ON SEPTEMBER 18, 2017

CUSTOMER REFUNDS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 09/13/17	Date:	09/13/17
	USB: 09/18/2017		
	For Period: 08/26/17 - 09/11/17	**Paydate:**	**09/22/17**
	G/L Date: **09/22/17**		

Utilities Department customer refunds filed with the City Controller September 13, 2017 and signed by the Utilities Service Board for payment September 22, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	22.37
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$22.37
Wastewater Operations & Maintenance	641.83
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$641.83
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$22.37**
Total Wastewater Utility:	**$641.83**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$664.20**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 09/22/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds
Parker Management	15685-015	Customer refund	$112.89	24941	Overpayment on their tenant's August bill		$112.89	
Milestone Contractors	200706-002	Customer refund	$355.99	24939	Temp. Hydrant Meter Deposit		$355.99	
Park South LLC	200833-001	Customer refund	$83.82	24940	Temp. Hydrant Meter Deposit		$83.82	
Regency Hoosier Court	20210-023	Customer refund	$0.23	24942	Meter misread adjustment in August		$0.23	
Chickering Rentals	25938-026	Customer refund	$20.21	24938	Overpayment on August move out bill		$20.21	
Toni A Wolfe	34049-017	Customer refund	$30.49	24945	Duplicate payment on August bill		$30.49	
Sue Ann Whittington	38794-003	Customer refund	$22.37	24944	Meter misread adjustment in August	$22.37		
Christopher Jordan Searl	5172-022	Customer refund	$38.20	24943	Overpayment on Sept. 2013 bill		$38.20	
			$664.20			$22.37	$641.83	$0.00
			$664.20					

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8 September 2017

Mr. Michael R. Hicks
City of Bloomington Utilities
600 East Miller Drive
P.O. Box 1216
Bloomington, Indiana 47402

Re: Evaluation of Bids
Dillman Road WWTP
Effluent Filter Improvements Project

Dear Mr. Hicks:

Pursuant to the advertisement, bids for the Dillman Road WWTP Effluent Filter Improvements Project were received at 4:45 p.m. on 5 September 2017 at the Utilities Department. Each of the sealed bids was opened and read aloud at 5:00 pm at the Utilities Service Board meeting that same day.

Five bids were received. A copy of the official Bid Tabulation is enclosed. The contractors which submitted bids and their respective bid amounts are as follows:

Contractor	Bid Price
Reynolds Construction, LLC	$1,125,125.00
Mitchell and Stark	$1,541,000.00
Kokosing Industrial, Inc.	$929,300.00
Graves Construction Services	$1,081,081.00
Dugan & Myers	$1,060,000.00

The engineer's estimate for the project was $950,000.00. The lowest bidder was below the engineer's estimate.

We have reviewed the bid packages for all bidders. The bidding documents for Kokosing, Mitchell and Stark and Graves Construction Services were complete. Reynolds Construction and Dugan and Myers did not include the Responsible Bidder Affidavit as required by the bidding documents. Reynolds also did not include the requisite Trench Safety Affidavit. Each of these are noted in the attached bid tab.

Pursuant to the contract documents, the City of Bloomington Utilities may accept the lowest bid as may be the lowest responsive and responsible bidder or reject any and all bids. Kokosing Industrial, Inc. was the apparent low bidder. For the apparent low bidder, the evaluation of their experience and qualifications demonstrates they are be capable and qualified to perform the work required. Based on the Kokosing bid and their qualifications, Wessler Engineering, Inc. recommends award to Kokosing Industrial, Inc.

Should the City of Bloomington Utilities choose to award the Project, based upon the bids received and information obtained on the low bidder, the Notice of Award may be made to Kokosing Industrial, Inc. at the contract price of $929,300.00, contingent upon review by your legal counsel.

We have prepared a Notice of Award to Kokosing Industrial, Inc. If you have any questions or comments, we may be reached at (317) 788-4551.

Sincerely,

WESSLER ENGINEERING

Robert W. Holden, II, Ph.D., P.E., BCEE
Vice President

RWH:rwh:09082017:Bid Tab Evaluation

Bid Tabulation

OWNER: City of Bloomington Utilities, Bloomington, Indiana
PROJECT TITLE: Dillman Road WWTP Effluent Filter Improvements
BID DATE & TIME: September 5, 2017, 5:00 pm
WESSLER PROJECT NO.: 196117.04.001

BIDDER	FORM 96 COMPLETE	BID ATTACH SIGNED	ADDENDA ACKNOWL.	BID SECURITY	DRUG TEST AFFIDAVIT	RESP. BIDDER AFFIDAVIT	TRENCH SAFETY	E-VERIFY AFFIDAVIT	AFFIRMATIVE ACTION PLAN	LUMP SUM BASE BID
Reynolds Construction, LLC 4544 N. State Road 37 Orleans, IN 47452	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	$1,125,125.00
Mitchell and Stark P.O. Box 219 Medora, IN 47260	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	$1,541,000.00
Kokosing Industrial, Inc. 6235 Westerville Road, Ste. 200 Westerville, OH 43081	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	$929,300.00
Graves Construction Services P.O. Box 238 Switz City, IN 47465	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	$1,081,081.00
Dugan & Meyers 900 N. Garver Road Monroe, OH 45050	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	$1,060,000.00

I hereby certify that to my best knowledge and belief, this bid tabulation is a correct and accurate tabulation of the bids received by the City of Bloomington Utilities, Bloomington, Indiana for the Dillman Road WWTP Effluent Filter Improvements project on September 5, 2017.

Robert W. Holden, II, Ph.D., P.E.
Registered Engineer No. 10000096
State of Indiana

ROBERT W. HOLDEN II ★ REGISTERED ★ No. PE10000096 STATE OF INDIANA PROFESSIONAL ENGINEER

Prepared by:
Wessler Engineering, Inc.
7 September 2017

City of Bloomington Utilities

Memo

To: Utilities Service Board Members

From: Vic Kelson, Director of Utilities

Date: 9/14/2017

Re: Blucher Poole Mold Remediation Contract Approval

RECOMMENDATION:

Review and approve the Scope of Work for the Blucher Poole Mold Remediation work to be completed by Fields Environmental Inc. beginning September 25, 2017 at the Blucher Poole Wastewater Treatment Plant. Scope of Work will be accompanied by the standard contract, currently being completed by Chris Wheeler for approval at the meeting on September 18, 2017.

BACKGROUND:

This project was approved by the Utilities Service Board as an Emergency Purchase at the meeting on August 21, 2017, with the Board approving up to $50,000 for the project funding.

Fields Environmental, Inc.

2335 WEST FOUNTAIN DRIVE, SUITE A

BLOOMINGTON, IN 47404

RUDY D. FIELDS, LPG, CHMM
President

www.fieldsenvironmentalinc.com

Phone: 812-333-5333
Fax: 812-333-5334

September 14, 2017

Cindy Shaw
Purchasing Manager
City of Bloomington Utilities
600 E. Miller Drive
Bloomington, IN 47401

Subject: **MOLD REMEDIATION AND HEATING VENTILATION AND AIR CONDITIONING (HVAC) MODIFICATIONS PROPOSAL CITY OF BLOOMINGTON UTILITIES (CBU) BLUCHER POOLE WASTEWATER TREATMENT PLANT (BLUCHER) 5555 N BOTTOM ROAD BLOOMINGTON, INDIANA 47404 (PROPERTY)**

Dear Ms. Shaw,

This correspondence provides the estimated scope and costs for mold remediation activities, HVAC modifications for humidity control, project management and post mold remediation sampling in the administration building at Blucher.

Mold Remediation Activities

Mold remediation will be conducted in areas of observed mold contamination within the administration building at Blucher. The following activities will be performed:

- Removal of all water damaged ceiling tiles in the building
- Cleaning and sealing around diffusers/vents throughout the building including removing drywall if necessary
- Cleaning of all (HVAC) duct work and diffusers/vents utilizing a anti-microbial deodorizer
- Removal of wallpaper from the Control Room and Operators Office
- Removal of approximately 1824 ft2 of carpeting and from the Main Entrance, Vending Machine Area, Control Room, Supt. Office, Solids Lab Office and the Operators Office
- HEPA vacuuming and cleaning of office contents/cubicles with a fungicidal solution after removal of carpet with the Control Room, Supt. Office, Solids Lab Office and Operators Office
- Cleaning the outside of duct work in the upstairs and downstairs HVAC rooms and removal of porous items in HVAC maintenance room.
- Containment and control measures will be utilized for all removals

Optional Items

- Cleaning nine exhaust vents

HVAC Modifications

The following modifications will be made to the HVAC systems:

- Cleaning four Trane air handlers
- Algae tablets will be added to the condensate pans
- Cleaning one Mitsubishi cassette unit
- Furnishing and installing three dehumidifiers
- Altering thermostat settings to run fans in "Auto"
- Duct allowance included for the HVAC contractor to perform repairs if ducts are damaged during cleaning
- Electrical work for the installation of dehumidifiers

POST REMEDIATION MOLD SAMPLING

Fields will perform a post mold cleanup visual inspection of the previously identified areas of mold, mold air sampling and surface sampling of previously sampled surfaces. Fields will utilize the same analytical testing and sample locations as in the initial investigation.

REPORTING

Documentation of the work performed and results of the sampling investigations would be presented in a letter report with supporting laboratory and contractor reports.

PROJECT TIMELINE

The project is tentatively scheduled to start the week of September 25, 2017. The work will begin with HVAC modifications, cleaning of the HVAC handlers and duct cleaning activities that will take approximately 3-5 days. Mold remediation removal activities are scheduled to start the week of October 2, 2017 and will take approximately 5 days. Post remediation sampling is scheduled to be conducted the week of October 23, 2017 and will take 1-2 days. The final report documenting the work and sampling will be delivered the week of November 6, 2017.

PROJECT COSTS

Fields proposes to conduct the remediation work and sampling investigations on lump sum basis. The total costs including analytical costs, labor and other expenses are shown below:

Description	Cost
Total cost without optional work*	**$40,037.03**
Duct cleaning contractor (9 exhaust vents)	$725.63
Total Cost including all optional work*	**$40,762.66**

*Costs do not include restoration work (repairing drywall, painting, replacing flooring, etc.) please see the attached cost estimate spreadsheet for details on labor and other expenses. This proposal is based on CBU providing access to the required interior spaces of the building between the hours of 7am and 7pm and CBU providing personnel to move furniture and other items as required for the activities proposed.

The above referenced proposed activities do not address all potential mold contamination or moisture sources but are focused on addressing known conditions previously identified at the Property.

Our schedules are tentative and subject to change at this point. Please contact Rudy Fields at 812-333-5333 if you have any questions.

Respectfully submitted,
Fields Environmental, Inc.

Rudy Fields, LPG, CHMM
President

Attachments

Fields Environmental, Inc.

2335 WEST FOUNTAIN DRIVE, SUITE A
BLOOMINGTON, IN 47404

RUDY D. FIELDS, LPG, CHMM
President

www.fieldsenvironmentalinc.com

Phone: 812-333-5333
Fax: 812-333-5334

Mold Remediation, Sampling, Reporting and Heating Ventalation and Air Conditioning (HVAC) Modifications Cost Estimate - City of Bloomington Blucher Poole Wastewater Treatment Plant Bloomington, Indiana - September 14, 2017

Activity	Note	Number	Units		Unit Cost	Total Cost
Task 1. Project Management						
Project Management	Geologist	8	hours	@	$ 100.00	$ 800.00
	Senior Environmental Technician	45	hours	@	$ 65.00	$ 2,925.00
Subtotal						$ 3,725.00
TASK 2. HVAC Modifications / Dehumidifier Installations (Subcontractors)						
HVAC Contractor / Dehumidifiers/Cleaning Handlers	Includes 7.5% Markup	1	Lump	@	$ 17,710.63	$ 17,710.63
Electrical Allowance	Includes 7.5% Markup	1	Lump	@	$ 1,505.00	$ 1,505.00
Duct Allowance (if duct is damaged during cleaning)	Includes 7.5% Markup	1	Lump	@	$ 2,687.50	$ 2,687.50
Subtotal						$ 21,903.13
TASK 3. Mold Remediation & Duct Cleaning (Subcontractors)						
Mold Remediation Contractor	Includes 7.5% Markup	1	Lump	@	$ 8,882.19	$ 8,882.19
Duct Cleaning Contractor	Includes 7.5% Markup	1	Lump	@	$ 2,282.23	$ 2,282.23
Subtotal						$ 11,164.42
TASK 4. Post Cleanup Walkthrough and Sampling						
Post Cleanup Air Sampling Event	Air-O-Cell Spore Traps	6	each	@	$ 46.29	$ 277.74
	Tape Lift Samples	6	each	@	$ 46.29	$ 277.74
	Pump Rental <28 l/min pump	1	day	@	$ 29.00	$ 29.00
	Kestrel Weather Station	1	day	@	$ 20.00	$ 20.00
	Senior Environmental Technician	6	hours	@	$ 65.00	$ 390.00
	Senior Environmental Technician	6	hours	@	$ 65.00	$ 390.00
	Shipping	1	lump	@	$ 25.00	$ 25.00
Mileage		50	each	@	$ 0.70	$ 35.00
Subtotal						$ 1,444.48
TASK 5. Sampling & Remediation Reporting						
Reporting	Geologist	4	hours	@	$ 100.00	$ 400.00
	Senior Environmental Technician	20	hours	@	$ 65.00	$ 1,300.00
	Technician	0	hours	@	$ 55.00	$ -
	Draftsman	0	hours	@	$ 50.00	$ -
Office Expenses		2	each	@	$ 50.00	$ 100.00
Subtotal						$ 1,800.00
Total without optional work						$ 40,037.03

Optional Work						
Duct Cleaning Contractor (9 Exhaust Vents)	Includes 7.5% Markup	1	Lump	@	$ 725.63	$ 725.63
Total including all optional work						$ 40,762.66

NOTES: Restoration is not included. HVAC contractors charge a premium for work outside of 7-4pm Monday thru Friday.

NEW AND USED

Palmer Trucks

BUYERS ORDER

☑ KENWORTH OF INDIANAPOLIS 2929 SOUTH HOLT ROAD INDIANAPOLIS, IN 46241 (317) 247-8421		☐ KENWORTH OF CINCINNATI 65 PARTNERSHIP WAY CINCINNATI, OH 45241 (513) 771-5831
☐ KENWORTH OF EVANSVILLE 8516 BAUMGART ROAD EVANSVILLE, IN 47725 (812) 867-7411	☐ FORT WAYNE TRUCK CENTER 3535 COLISEUM BLVD WEST FORT WAYNE, IN 46808 (260) 483-6367	☐ KENWORTH OF DAYTON 7740 CENTER POINT 70 BLVD DAYTON, OH 45424 (937) 235-2589
☐ TERRE HAUTE TRUCK CENTER 6425 EAST STATE ROAD 42 TERRE HAUTE, IN 47803 (812) 232-0288	☐ KENWORTH OF FREMONT 7267 NORTH BAKER ROAD FREMONT, IN 46737 (260) 495-2617	☐ KENWORTH OF EFFINGHAM 1010 OUTER BELT WEST EFFINGHAM, IL 62401 (217) 347-2242

PURCHASER City of Bloomington Utilities DATE 09/01/2017

ADDRESS PO Box 1216 CITY Bloomington STATE IN ZIP 47402

COUNTY Monroe TELEPHONE # 812-349-3670 CELL #

ICC/DOT E-MAIL shawc@bloomington.in.gov

STOCK # YEAR 2018 MAKE Kenworth MODEL T270

VIN # DESCRIPTION Single axle dump truck

PRICES ON ORDERED TRUCKS ARE SUBJECT TO CHANGE AS STATED IN CONDITION 2 ON REVERSE SIDE

Purchase Requisition # PUR17-348 NJPA Contract # 0181716-KTC	
2018 Kenworth T270 Cab & Chassis as specified	69,254.00
UPFIT as specified by Palmer Fabrication	24,267.00

GROSS TRADE ALLOWANCE	0.00	FET TIRE CREDIT 0.00	
BALANCE OWED		SUB-TOTAL	$ 93,521.00
NET TRADE ALLOWANCE	0.00	SALES TAX	0.00
TRADE SUBJECT TO REAPPRASAL AT DELIVERY		FEDERAL EXCISE TAX	0.00
TRADE: YEAR / MAKE / MODEL		TOTAL PRICE	$ 93,521.00
VIN		NET TRADE ALLOWANCE	0.00
LIENHOLDER / PHONE		RECEIPT# DEPOSIT	0.00
ADDRESS		CASH AT CLOSE	0.00
CITY / STATE / ZIP		BALANCE DUE	$ 93,521.00

DISCLAIMER OF WARRANTIES

THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE UNLESS OTHERWISE STATED IN THIS DOCUMENT. SELLER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THE ITEM/ITEMS.

This contract is not assignable and not cancellable and all terms and conditions of this sale are contained on this and reverse side and the terms on the reverse side of this order are as much a part of the agreement as if written on this side and no other verbal understandings or promises whatsoever are a part of this agreement.

The customer certified is 18 years of age or over and warrants true and lawful owner of the truck traded in and that it is free of all encumbrances whatsoever except as noted above

The undersigned purchaser acknowledges has read and understands the conditions and terms of this contract as it appears on this and the reverse side and has received a copy of this order executed herewith.

THIS TRUCK IS SOLD

☑ WITH MANUFACTURERS STANDARD NEW TRUCK WARRANTY

☐ AS IS – WITH ALL FAULTS, I HEREBY MAKE THIS PURCHASE KNOWINGLY WITHOUT ANY GUARANTEE, EXPRESSED OR IMPLIED, BY THIS DEALER OR HIS AGENT.

Purchaser hereby acknowledges the purchase of the truck as is, with all faults knowingly accepted and without any warranties express or implied, other than as indicated above by purchaser initial.

Purchaser's Initials

ADDITIONAL TERMS ON REVERSE SIDE

PURCHASER City of Bloomington Utilities

BY

SALESMAN Kenny Blake

ACCEPTED BY

THIS ORDER IS NOT BINDING UNTIL ACCEPTED BY DEALER

REVISED: 2016.05.24

1. **NO VERBAL PROMISES** - All terms and conditions of this sale are written and appear on this Buyer's Order and no verbal understanding or promises whatsoever are a part of this agreement.

2. **BINDING AGREEMENT** - This Buyer's Order, pending approval of financing constitutes a firm and binding purchase of the equipment as described on this annexed Buyer's Order. All expenses incurred by seller for excise, sales, consumption, and occupational taxes not included in the price on the Buyer's Order and at any time determined to be due and payable in respect of said goods will be paid to the seller in addition to the price on the reverse side.

3. **BREACH OF CONTRACT** - Upon the failure of purchaser to complete said purchase for any reason other than that mutually agreed upon and specified in writing on this Buyer's Order, the cash deposit may be retained and liquidated as damages for breach of contract.

4. **RE-APPRAISAL OF TRADE-IN** - The vehicle traded in is to be delivered by the customer to the dealer in substantially the same condition as when it was appraised. If any substantial change in condition has occurred, or more than 30 days has elapsed since the original appraisal, the truck will be reappraised and the agreement changed to the extent of the amount of the difference in appraisal. With trade-in, the purchaser shall deliver to the dealer an assigned certificate of title or other legal and sufficient evidence of ownership.

5. **CHANGES BY MANUFACTURER** - The Manufacturer reserves the right to make changes in the model, design or specifications of any ordered truck as may be made necessary for the manufacture of said truck.

6. **DELAYS, ACCIDENTS, STRIKES** - Dealer shall not be liable for delays caused by Manufacturer, accidents, strikes or other cause beyond the control of Dealer.

7. **BINDING ARBITRATION** - Any and all disputes, claims or controversies between the Buyer and Seller pertaining to the motor vehicle sold by this Buyer's Order shall be resolved by binding arbitration. The arbitration shall be conducted by a single arbitrator selected pursuant to the agreement of the Buyer and Seller. If the Buyer and Seller cannot agree on a single arbitrator, the arbitration shall be conducted according to the Commercial Arbitration Rules of the American Arbitration Association and the Indiana Uniform Arbitration Act. THE ARBITRATION SHALL BE CONDUCTED IN MARION COUNTY, INDIANA.

   NOTICE: THIS ARBITRATION AGREEMENT REQUIRES THE SELLER AND BUYER(S) TO GIVE UP ANY RIGHTS THEY MAY OTHERWISE POSSESS BY LAW TO HAVE THE MATTERS DESCRIBED IN THE ARBITRATION CLAUSE DECIDED IN A LAWSUIT IN A COURT. ANY PARTY TO THIS CONTRACT WHO REFUSES TO SUBMIT TO ARBITRATION OF THE MATTERS SET OUT IN THE ARBITRATION CLAUSE MAY BE COMPELLED TO ARBITRATE BY A COURT ORDER OBTAINED BY ANY OTHER PARTY TO THE CONTRACT.

8. **INDIANA LAW WILL APPLY** - The buyer(s) and seller expressly agree that the law of the State of Indiana will apply to the Buyer's Order negotiated and concluded in Indianapolis, Marion County, Indiana. Any action involving any dispute between Buyer(s) and Seller arising out of this Buyer's Order, and which may be brought in a court, shall be brought only in the Circuit or Superior Court of Marion County, Indiana. Buyer(s) waive any right they may have under any state or federal statute or rule of court procedure to have the action to which this clause refers transferred, heard or decided in any other forum.

COPY

City of Bloomington Utilities PO
Box 1216
Bloomington, IN 47402-1216
812-349-3670

PURCHASE REQUISITION

DATE: 8/30/2017

REQUISITION # PUR17- 348

DEPARTMENT: PURCHASING

CHARGE TO: T&D

REQUESTED BY: TIM GHOLSON

ACCOUNT #

OTHER APPROVAL: Cindy Shaw

DATE REQ.

SUGGESTED VENDOR: PALMER TRUCKS #16069

ADDRESS & PHONE #

REC'D	QTY	PART #	FULL DESCRIPTION	PRICE	TOTAL
	1		2018 KENWORTH T270 CAB & CHASSIS DUMP TRUCK; WHITE CHASSIS WITH BLACK DUMP BED	$ 69,254.00	$69,254.00
	1		UP-FIT AS SPECIFIED BY PALMER FABRICATION	$ 24,267.00	$24,267.00
			ALL VEHICLES MUST BE DELIVERED WITH TEMPORARY PLATES		$0.00
			PRICED PER PALMER QUOTE DATED 7/7/2017 BASED ON NJPA CONTRACT #0181716-KTC		$0.00
			DELIVER TO: CITY OF BLOOMINGTON FLEET MAINTENANCE DEPT.		$0.00
			1969 S. HENDERSON STREET BLOOMINGTON, IN 47401		$0.00
			GRAND TOTAL:		$93,521.00

COMMENTS: **MUST CALL 24 HOURS PRIOR TO ARRANGE DELIVERY AT (812) 349-3494**

THANK YOU!

THIS BOX IS FOR PURCHASING'S USE ONLY

VENDOR:

ADDRESS:

PHONE:

CONF NAME

P.O. # PUR17- 348

ORDERED BY: CINDY VIA EMAIL

DATE ORDERED: 8/30/2017

LEAD TIME:

Scanned ____

Costed Updated ____ *(Oracle)*
Receipted ____ *(Oracle)*
Activity Sheet ____ *(Excel)*
Pricing Sheet ____ *(Excel)*

PUR 17-348

COPY

Palmer Trucks
KENWORTH OF INDIANAPOLIS
2929 S. Holt Rd
Indianapolis, IN 46241

07/07/2017

National Joint Powers Association (NJPA)
Contract # 0181716-KTC

REPLACES UNIT #524
T&D FOR ASPHALT
CREW

To: Cindy Shaw
City of Bloomington Utilities
600 East Miller Drive
Bloomington, IN 47401

Re. NJPA quote for 1 Kenworth T270 GVW dump truck (Revision 1)

Ms Shaw,

As a fellow NJPA member, we are pleased to quote you as follows with the "double acting underbody hoist".

2018 Kenworth T270 cab and chassis as specified.....$69,254

Up-Fit as specified (By Palmer Fabrication).....$24,267

Total.....$93,521

If deliveries are after mid-January you can likely add 1.5% for model year change.

Thanks again for this opportunity and please call with any considerations.

Sincerely,

Kenny Blake
317-407-9431
Kenworth of Indianapolis
Palmer Trucks, Inc.
www.palmertrucks.com

Cc. Chris Urquhart

Chassis 7-8 weeks

MUST INDICATE COLOR
OF BED: BLACK
OR WHITE

COPY

Palmer Power & Truck Equipment
2415 West Thompson Road • Indianapolis, IN 46241
Phone (317) 634-8951
Fax (317) 634-8952
www.palmerpowered.com

QUOTE#: 17290 REVISION: 1 QUOTED BY: CMU Date: 06/30/17 Date Revised: _____

Customer: KWI Salesman: KENNY BLAKE Attn: _____

End User: CITY OF BLOOMINGTON WATER Phone: _____ PO: _____

YEAR	MAKE	MODEL	VIN	MILEAGE	BED STOCK #
	KW	T-370			

DETAILS OF INSTALLATION REPAIRS AND/OR REPLACEMENT	Labor	Parts	Sublet
INSTALL 10' X 24" X 36" BEAU-ROC DUMP BODY (2 YEAR WARRANTY)			$23,817.00
3/16" HARDOX 450 FLOOR AND TAILGATE W/ ***3 MATERIAL CHUTES***			
5/32" HARDOX 450 SIDES AND FRONT			
24" LOW PROIFILE HALF CABSHIELD AND ***8" BOLT ON*** SPREADER			
BEAU-ROC SEALED WIRING HARNESS			
LED STT AND MARKER LIGHTS			
2 SETS OF PALMER MUDFLAPS			
CONTROL BOX W/ MANIFOLD BLOCK			
COLOR CODED AIRLINES			
MUNCIE PTO, DUMP PUMP, BED CONTROLS AND AIR BED STOP VALVE			
3-LINE HYDRAULIC SYSTEM W/ 2 SHUT OFF VALVES ON ***SIDE*** HYD. TANK			
DOUBLE ACTING UNDERBODY HOIST			
HOSES AND FITTINGS			
REAR STROBES WIRED TOGETHER WITH FACTORY ROOF BEACONS			
AERO ELECTRIC ***LOW MOUNT*** TARP SYSTEM W/ ***ASPHALT*** MATERIAL			
(2) SIDE BOARDS PER SIDE ***PAINTED WHITE***			
BED PAINTED ONE COLOR (SINGLE STAGE) ***WHITE / BLACK / VIPER RED***			
CANDY APPLE RED			
****CHASSIS TO HAVE 76" - 78" C/A FOR 10' BED ON REYCO SUSPENSION****			
****THIS QUOTE IS FOR CHASSIS WITH ALLISON TRANSMISSION****			
****QUOTE DOES NOT INCUDE STATE OR FEDERAL TAXES****			
	0	$0.00	$23,817.00

Reviewed by: _____ Date: _____

Estimated prices are subject to change after a 30 day period. Additional parts and/or labor may be required, in which case the customer will be contacted prior to purchase and/or repair. For questions, comments or concerns please contact Brian Faulkenberg at (866) 222-8741.

I hereby authorize Palmer Fabricating to complete the above installations/ repairs:

Customer Signature: _____ Date: _____

Labor	$0.00
Parts	$0.00
Sublet	$23,817.00
Misc. Materials	$450.00
SUB TOTAL	$24,267.00
Sales Tax	
F.E.T.	
GRAND TOTAL	**$24,267.00**

UTILITIES SERVICE BOARD
CITY OF BLOOMINGTON, INDIANA
RESOLUTION 2017-6

Regarding the Delegation of Statutory Authority for the Review, Approval and Signature of Contracts Under $50,000.00

WHEREAS, pursuant to Indiana Code 8-1.5-3-4(a)(10) this Board shall award all contracts for the purchase of capital equipment, construction of capital improvements and other property and purposes necessary for the full and efficient construction, management, and operation of each utility; and

WHEREAS, in today's rapid paced society it is no longer as acceptable in some situations to delay a utility project for several weeks waiting for the contract to be presented to the Board for review, approval and signature; and

WHEREAS, pursuant to Indiana Code 5-22-8-2, for purchases expected to be less than $50,000.00, the purchasing agent, or the governmental body may adopt "small purchases policies"; and

WHEREAS, pursuant to Indiana Code 5-22-6-1, The Utilities Department may purchase services "using any procedure the governmental body . . . considers appropriate; and

WHEREAS, pursuant to Indiana Code 8-1.5-3-4(11) this Board shall adopt rules for the safe, economical, and efficient management and protection of each Utility which necessarily includes streamlining the purchasing procedures for the Utilities department where appropriate to enable the department to be responsive to the needs of each utility and to ensure the safe, efficient and effective maintenance, management and operation of each utility; and

WHEREAS, in an effort to streamline such procedures, the Rules and Regulations Subcommittee recommends to the City of Bloomington Utilities Service Board that the following policy be implemented:

1. That the Director of Utilities shall have the authority to review, approve and sign for and on behalf of the Utilities Service Board, all contracts under $50,000.00; and
2. That the Director of Utilities shall have the discretion to bring any and all contracts under $50,000.00 to the Utilities Service Board for review, approval and signature as the Director may deem necessary from time to time; and
3. That the Utilities Service Board may direct the Director of Utilities to bring any and all contracts under $50,000.00 to the Utilities Service Board for review, approval and signature.

WHEREAS, the City of Bloomington Utilities Service Board is of the opinion that this is an appropriate delegation of Utilities Service Board authority and will help make the Utilities Department be more responsive to the needs of each utility and to ensure the safe, efficient and effective maintenance, management and operation of each utility and this policy should be adopted.

NOW, THEREFORE, BE IT RESOLVED THAT:

The City of Bloomington Utilities Service Board hereby adopts the following purchasing policy for the Utilities Department:

1. That the Director of Utilities shall have the authority to review, approve, and sign for and on behalf of the Utilities Service Board all contracts under $50, 000.00; and
2. That the Director of Utilities shall have the discretion to bring any and all contracts under $50,000.00 to the Utilities Service Board for review, approval, and signature as the Director may deem necessary from time to time; and
3. That the Utilities Service Board may direct the Director of Utilities to bring any and all contracts under $50,000.00 to the Utilities Service Board for review, approval, and signature.

SO ADOPTED by the Utilities Service Board. Dated this 21st day of September 2017

_____ _____

_____ _____

_____ _____

Signatures of Governing Board

Attest:

_____

Holly McLauchlin, Secretary
Utilities Service Board