

AGENDA
UTILITIES SERVICE BOARD MEETING

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

Julie Roberts, President
Jim Sherman, Vice President
Jason Banach
Amanda Burnham
Jean Capler
Jeff Ehman

Terri Porter, ex-officio
Jim Sims, ex-officio

Monday January 6, 2020
5:00 P.M. Regular Meeting

- I. Call to Order
- II. Appoint Roles for 2020
- III. Approval of the Minutes of Previous Meeting (December 23)
- IV. Approval of the Claims
 - a. Standard Invoices
 - b. Utility Bills
 - c. Wire Transfers
 - d. Customer Refunds
- V. Approval of Consent Agenda
 - a. Hach Co. - \$6,977.00 – Preventative Maintenance at Monroe Plant
 - b. Crane 1- \$2,025.00 – Overhead Crane Services at Monroe Plant
 - c. Mitchell & Stark - \$22,580.00 – Change Order No. 1 - Blucher Poole Aeration Basins
 - d. Presidio Infrastructure Solutions - \$6,978.32 – Purchase and Installation of four cameras
 - e. Electric Plus, Inc. - \$10,000.00 – On-Call Services for Electrical Contracting Work
 - f. Todd Septic Tank Service - \$10,000.00 – On-Call Septic Services
 - g. Air Master Heating and Air Conditioning, LLC - \$6,000.00 – On-Call HVAC Services
 - h. D.E.Q., Inc.- \$15,000 – On-Call Services for Plant/Pump Station Control/SCADA
 - i. Quality Repair Service - \$18,000.00 – On-Call Services for WW Plant/Station Repair
 - j. Heflin Industries, Inc. - \$6,000.00 – On-Call Services for Mechanical Contracting
 - k. Building Associates, Inc. - \$10,000.00 – On-Call Services for Mechanical Contracting
 - l. Young Plumbing and Mechanical, Inc. – \$10,000.00 - On-Call Services for Plumbing
 - m. Mitchell & Stark - \$2,328.29 – Emergency Repair of Clarifier #3 Uptake Valve
 - n. Baker Stone Work, Inc. - \$625.00 – CBU Service Center Caulk Replacement
 - o. Gaylor Electric - \$16,400.00 – Switchgear, Transformers, Relays, Circuit Breakers
 - p. Perkinelmer Health - \$3,867.00 – Spectrometer, Linear Mirror Assembly
- VI. Request Approval of Change Order No. 1 for Agreement with Building Associates – Mike Hicks
- VII. Request Approval of 2018 Interdepartmental Agreement - Laura Pettit
- VIII. Request Approval of 2019 Interdepartmental Agreement - Laura Pettit
- IX. Old Business
- X. New Business
- XI. Subcommittee Reports
- XII. Staff Reports
- XIII. Petitions And Communications*
- XIV. Adjournment

* Public comment will be limited to 5 minutes per person.

Utilities Service Board
President Julie Roberts/Vice President Jim Sherman
2019- 2020 Subcommittees

Administrative	Staff	Responsibilities
Capler Frank Banach (Roberts)	Kelson Pettit Wheeler	Structure and organization of the Board and committees. Review of agreements with other governmental bodies. Nominations, outside legal and consulting agreements. Customer complaints and policy review.
Engineering		
Frank Ehman Sherman (Banach)	Schroeder Axsom Hall	Expansion review. New equipment. Day-to-day engineering of operations and maintenance. Pretreatment permits. Review of engineering aspects of the Consent Decree.
Finance		
Sherman Burnham Frank (Capler)	Waldon Pettit Kelson	Review of bond issues. Rate increases. Budgets. Review of contracts. Salaries (salary review committee).
Environmental		
Ehman Roberts Capler (Sherman)	Hendon Hall Axsom	Review environmental aspects of issues and initiatives, such as the Consent Decree, and water and energy conservation. Make implementation and other recommendation to the full board. Organize meetings as needed.
Property & Planning		
Banach Capler Frank (Burnham)	Schroeder Carter Prince	Property use acquisition and/or divestment. Review of master plans. Boundary adjustments and neighbor relations. Review of rebates. General planning. Additions to the system.
Rules & Regulations		
Burnham Banach Ehman (Frank)	Wheeler Prince Pettit	Review of rules and regulations for water, wastewater and storm water.

UTILITIES SERVICE BOARD MEETING

12/23/2019

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

Board President Roberts called the regular meeting of the Utilities Service Board to order at 11:56 a.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Service Center 600 East Miller Drive, Bloomington, Indiana.

Board members present: Julie Roberts, Amanda Burnham, Jeff Ehman, and Jean Capler

Staff present: Laura Pettit, Holly McLaughlin, Chris Wheeler, Brad Schroeder, James Hall, Jane Fleig, Brandon Prince, Tom Axsom, Mike Hicks, David Schoo, Cindy Shaw, Nolan Hendon

MINUTES

Board member Burnham moved and board member Ehman seconded the motion to approve the minutes of the December 9th meeting. Motion carried, 4 ayes (2 members absent: Sherman & Banach).

CLAIMS

Burnham moved and Ehman seconded the motion to approve the standard claims as follows:

Vendor invoices submitted included \$261,083.42 from the Water Utility, \$200,514.78 from the Water Sinking fund, \$500,324.83 from the Wastewater Utility, and \$28,750.13 from the Stormwater Utility.

Total Claims approved: **\$990,673.16. Motion carried, 4 ayes.**

Burnham moved and Ehman seconded the motion to approve the utility claims as follows:

Utility invoices submitted included \$54,548.97 from the Water Utility and \$24,486.46 from the Wastewater Utility. Total Claims approved: **\$79,035.43. Motion carried, 4 ayes.**

Burnham moved and Ehman seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$364,782.23. Motion carried, 4 ayes.

Burnham moved and Ehman seconded the motion to approve customer refunds as follows:

Refunds submitted included \$426.02 from the Water Utility and \$6,020.71 from the Wastewater Utility. Total Claims approved: **\$6,446.73. Motion carried, 4 ayes.**

Board questioned a large reimbursement. Board asked if there is a way to prevent this type of refund, such as to refuse overpayments past a certain dollar amount or to flag payments on "old" accounts.

Assistant Director (Finance) Pettit said she would look into it.

Burnham moved and Ehman seconded the motion to approve bond payments as follows:

Invoices submitted included \$1,607,727.17 from the Water Utility and \$4,697,645.03 from the Wastewater Utility. Total Claims approved: **\$6,305,372.20. Motion carried, 4 ayes.**

CONSENT AGENDA

Pettit presented the following items recommended by staff for approval:

- Clean Fuels National - **\$3,908.12** – First Amendment Blucher Generator Maintenance
- Cassady Electrical - **\$7,925.00** – Replace lights Monroe Plant
- US Dept of Interior - **\$15,500.00** – Funding for stream gauge

As these weren't removed from consent agenda by the Board, agreements approved.

I-69 UTILITY RELOCATION BID EVALUATION AND RECOMMENDATION

CBU Engineer Fleig presented an evaluation from GRW, the engineering consultant on the utility relocation project. Four bids were opened at 12/9/19 USB meeting, but there were issues with both the lowest bidders, such as being \$200,000.00 higher than the engineer's estimate. GRW, along with City Legal and the Controller's office, are recommending that CBU re-bid this project with a 1/21/20 submittal date.

Ehman moved and Burnham seconded the motion to approve recommendation.

Motion carried, 4 ayes.

AGREEMENT WITH MITCHELL & STARK CONSTRUCTION

Hicks with CBU Engineering presented a contract with Mitchell & Stark for work on the Blucher Poole UV and non-potable systems. This project had 3 bids and at the 12/9/19 USB meeting a resolution to award the contract was signed.

Burnham moved and Ehman seconded the motion to approve agreement.

Motion carried, 4 ayes.

OLD BUSINESS: None.

NEW BUSINESS: None.

SUBCOMMITTEE REPORTS: Burnham reported from the Rules & Regulations subcommittee which met prior to the regular meeting. The subcommittee reviewed new language for CBU's *Rules, Regulations, and Standards of Service* related to waiver of wastewater connection fee. The changes reflect recent updates to the City of Bloomington's municipal code. Subcommittee supports the staff recommendation to approve this new language.

CHANGES TO RULES, REGULATIONS, & STANDARDS OF SERVICE REGARDING SEWER CONNECTION FEE WAIVERS

Burnham moved and Ehman seconded the motion to approve agreement.

Motion carried, 4 ayes.

STAFF REPORTS: CBU Public Affair Specialist McLaughlin thanked USB for their efforts in 2019. Roberts thanked the members of CBU staff who organized holiday luncheon.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: Burnham moved to adjourn; the meeting was adjourned at 12:12 p.m.

Julie Roberts, President

DATE

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 01/10/20

Payables G/L Date: 12/26/19

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
All-Phase Electric Supply, INC	0740-587384	12' conduit, hole saw, 4 fittings for Omni install - TD19-610	39.77		39.77	
All-Phase Electric Supply, INC	0740-587400	Electrical supplies for main break trailer - TD19-613	14.19	14.19		
American Structurepoint, INC	123224	D19-99 - 17th & Arlington Drainage Study to 11/30/19 - ENG	10,776.35			10,776.35
Austin M Krebbs	TD19-419	Travel reimbursement-Pick up trailer in Ambrose GA 8/13/19 - TD	104.00	41.60	62.40	
B L Anderson Co., INC	PPS-9162	MN19-351 Endress & Hauser display, cable & installation	914.04	914.04		
B&H Electric and Supply, INC	0346826	MN19-509 IHP 1800 56C XPFC Baldor electric motor	896.70	896.70		
Barry Company, INC	742171	Misc parts to repair Non-potable water leak - BP19-203	21.00		21.00	
Barry J Moore	DR19-103	Reimbursement for DOT Physical on 12/06/19 - DR19-103	97.00		97.00	
BBC Pump And Equipment Company, INC	30057486	TD19-491 XR-50 EN Micro RTU repl, Omnisite radio upgrade	15,589.38		15,589.38	
BBC Pump And Equipment Company, INC	30057709	TD19-589 3 Seal kit ceramic GE	2,551.45		2,551.45	
BBC Pump And Equipment Company, INC	30057775	TD19-530 Hydromatic pump dia	11,970.00		11,970.00	
BBC Pump And Equipment Company, INC	30057904	TD19-555 Sandblast submersible pump, clean motor, kit seal	2,692.22		2,692.22	
Bentley Systems, INC	1000633208	Microstation TL usage - 04/01/19-06/30/19 - ENG19-128	768.30	307.32	460.98	
Black Lumber Co. INC	424513	4 Boards, 1 screw for main break trailer - TD19-614	65.95	65.95		
Black Lumber Co. INC	425102	2 Pk Makita batteries for grinder & saw - TD19-624	139.94	139.94		
Blue Chip Technologies, INC	256	DM19-151 Crane rental, labor & fabricate base plate	4,240.00		4,240.00	
Brenntag Mid-South, INC	BMS460696	Robin 120 Polymer - 4,600 @ 1.1290 delivered 12/11/19 - MN19-517	5,193.40	5,193.40		
Brenntag Mid-South, INC	BMS463016	Sodium Hydroxide 11.4928 @ 625.00 delivered 12/13/19 - MN	7,183.00	7,183.00		
Bruce Wilds Security, LLC	10950	24/7 Security @ Griffy Plant - 12/07-12/20/19 - PUR	9,912.00	9,912.00		
Cassady Electrical Contractors, INC	20039	MN19-530 Ballast in outside wallpack caught fire	127.50	127.50		
Cassady Electrical Contractors, INC	20547	BP19-175 LED high bay lights	3,500.00		3,500.00	
CDW, LLC	VXS4162	Proline patch cable, 2 meter yellow #1908710	80.16	80.16		
Chemtrade Chemicals Corporation	92796158	Aluminum Sulfate 11.103 @ 434.00 delivered 12/16/19 - MN	4,818.70	4,818.70		
City Of Bloomington Utilities	ACCT19-079	Replenish petty cash drawer - Rec #1621-1622 - ACCT19-079	81.00	12.40	68.60	
CMS Communications, INC	1727924	5 Nortel M5316 Centrex Phone for utilities #1908746	531.52	212.61	318.91	
Commercial Service Of Bloomington, INC	S187384	MN19-531 Repair main air cooling unit in low service bldg	1,202.33	1,202.33		
Commercial Service Of Bloomington, INC	S188312	MN19-512 Parts & repair on main boilers	4,390.75	4,390.75		
Commercial Service Of Bloomington, INC	S189594	MN19-474 Controller for main plant boilers	6,900.00	6,900.00		
Commercial Service Of Bloomington, INC	S190738	PUR19-461 Testing & repipe waterline 2421 E Boston Rd	778.50	778.50		
Commonwealth Biomonitoring, INC	19107-01	Effluent toxicity tests of final effluent @ Dillman DR19-102	2,000.00		2,000.00	
Core & Main, LP	L582443	PUR19-484 12" HDPE flared end sections	564.00			564.00

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Core & Main, LP	L626510	PUR19-495 1" Ford comp tracer wire nut	887.50	355.00	532.50	
Crider And Crider, INC	S18-6211 #11	S18-6211-IU Health Blgtn Hospital Sewer to 11/21/19 - ENG	314,842.86		314,842.86	
Crider And Crider, INC	S18-6211 #12	S18-6211 - IU Health Blgtn Hospital Sewer to 12/20/19 - ENG	38,581.63		38,581.63	
D.E.Q. INC (DEQ, INC)	11713	TD19-545 Soft starter for Tapp Rd booster station pump	4,300.00	4,300.00		
David L Myers	ENG19-130	Travel reimb-IRWA Water Institute in French Lick - ENG19-130	45.00	45.00		
Donohue & Associates INC	12594-36	D14-80- Jordan River Culvert to 12/07/19 - ENG	18,825.75			18,825.75
Donohue & Associates INC	13618-04	S19-6315 - Blucher Poole UV System Replacement to 11/02/19 - ENG	42,187.00		42,187.00	
Donohue & Associates INC	13618-05	S19-6315 - Blucher Poole UV System Replacement to 12/07/19 - ENG	24,873.99		24,873.99	
E&B Paving, INC	30026993	Asphalt - Water leak - 12/06/19 - TD	434.70	434.70		
Electric Plus, INC	24281	MN19-410 Replace lighting in pipe gallery	4,900.00	4,900.00		
Environmental Express, INC	10000581302	DL19-107 Digestion vessels, watch glasses	349.01		349.01	
Environmental Express, INC	1000581871	DL19-107 matrix modifier	164.93		164.93	
Environmental Laboratories, INC	20303815	8 Oil & grease tests for FOG Pilot program - ENV19-220	290.00		290.00	
Environmental Resource Associates	921118	Coliform microbe study, heterotrophic plate county study DL19-118	688.86	688.86		
Eric Love	ENG19-129	Travel reimb-IRWA Water Institute in French Lick ENG19-129	45.00	45.00		
Eurofins Eaton Analytical, INC	S351895	SOC analysis by method 525.2 11/14/19 - DL19-111	260.00	260.00		
Eurofins Eaton Analytical, INC	S352125	Testing - TTHM & HAA5 analysis for drinking water - DL19-113	1,710.00	1,710.00		
Eurofins Eaton Analytical, INC	S353041	Dissolved & total organic carbon, SUVA, UV testing-MN19-532	185.00	185.00		
Everett J Prescott, INC	5623242	PUR19-432 Hymax cplgs., fittings	3,464.00	3,464.00		
Everett J Prescott, INC	5630567	PUR19-432 Adapters, coupling, y branch, clamps, clips	3,815.00	3,815.00		
Everett J Prescott, INC	5634821	PUR19-457 Valves, coupling, nipples, y branch, bend	1,464.25	1,464.25		
Everett J Prescott, INC	5639695	PUR19-473 Meter pit extension ring, frame & lid	4,650.00	4,650.00		
Fastenal Company	INBLM216193	6 6x6ZN4HTISqLPostBase - MN19-520	153.90	153.90		
Ferguson Facilities Supply, HP Products #3400	0008422	PUR19-456 Hot cups, accuwipes	291.42	116.57	174.85	
Ferguson Facilities Supply, HP Products #3400	0008422-1	PUR19-456 accuwipes	63.34	25.34	38.00	
Ferguson Facilities Supply, HP Products #3400	0018337	20 bx Nitrile XXL gloves, 2 cs hand soap, 1 cs bleach DR19-095	182.12		182.12	
Ferguson Facilities Supply, HP Products #3400	0021072	PUR19-456 Hot cups, accuwipes	291.42	116.57	174.85	
Ferguson Facilities Supply, HP Products #3400	0021072-1	PUR19-501 Accuwipes	63.34	25.34	38.00	
Ferguson Facilities Supply, HP Products #3400	0021720	2 cs autofoam hand soap refills - DR19-095	197.68		197.68	
Ferguson Facilities Supply, HP Products #3400	0030202	PUR19-494 Latex palm gloves, black nitrile gloves, facial tissue	143.46	57.38	86.08	
First Financial Bank, N.A.	S18-6211 #11	S18-6211-Retainage-IU Health Hospital Sewer to 11/21/19-ENG	34,982.54		34,982.54	
First Financial Bank, N.A.	S18-6211 #12	S18-6211-Retainage-IU Health Blgtn Hospital Sewer 12/20/19-ENG	4,286.85		4,286.85	
Gatehouse Media Indiana Holdings (Hoosier Times)	149972 12/01/19	Notices for Blucher UV & 169 Sewer #757907, 757918 ADMIN19-081	292.64	117.06	175.58	

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Gatehouse Media Indiana Holdings (Hoosier Times)	155381 12/01/19	Misc ads #'s 766949, 766961, 766963, 771118, 771143 Admin19-079	405.90	126.43	279.47	
Global Equipment CO., INC (Global Industrial)	115285152	PUR19-476 Ceiling panels	779.63		779.63	
Greeley And Hansen, LLC	INV-0000610363	S19-6307 - Dillman WWTP Upgrades to 12/06/19 - ENG	195,278.79		195,278.79	
GRW Engineers, INC	0053845	S18-6215 - I69 Section 5 Sewer Relocations to 11/30/19 - ENG	9,900.00		9,900.00	
HACH Company	11709583	S19-6316-Misc ORP equip for Dillman Disinfection Sys-ENG19-116	5,823.39		5,823.39	
HACH Company	11713263	S19-6316 - Cover Assy UV & Sun.Shield - ENG19-116	221.35		221.35	
HACH Company	11750823	MN19-513 Chlorine reagents, sulfate reagents	1,214.44	1,214.44		
HACH Company	11750824	MN19-514 Total chlorine reagents, free chlorine reagents	1,237.94	1,237.94		
HD Supply Facilities Maintenance - (USA Bluebook)	065820	MN19-488 vault lock	279.90	279.90		
HD Supply Facilities Maintenance - (USA Bluebook)	066255	MN19-488 Windsock & frame, flow calculator	159.95	159.95		
HD Supply Facilities Maintenance - (USA Bluebook)	071226	MN19-488 flow calculator	133.95	133.95		
HD Supply Facilities Maintenance - (USA Bluebook)	076689	BP19-190 Pipette single dose ampules	260.67		260.67	
HD Supply Facilities Maintenance - (USA Bluebook)	080070	DL19-114 Ammonia testing vials, sample bottles	1,460.06		1,460.06	
HD Supply Facilities Maintenance - (USA Bluebook)	081915	MN19-488 flow calculator	133.95	133.95		
HD Supply Facilities Maintenance - (USA Bluebook)	082749	DL19-114 phosphate std	51.15		51.15	
HD Supply Facilities Maintenance - (USA Bluebook)	088916	MN19-488 - Credit memo for returned flow calculator	(133.95)	(133.95)		
Hydra-Stop, LLC	38795	TD19-573 Insta-valve body, open left cartridge	3,513.00	3,513.00		
Indiana Oxygen Company, INC	9370855	Acetylene, HP Argon - DL19-115	651.31		651.31	
Indiana Rural Water Association, INC	12061	ENG19-107 Reg IRWA conf 12/9-12/11 Love, Myers, Runyon	525.00	525.00		
Indiana Underground Plant Protection Service, INC	80886	Monthly per ticket fee for line locates - 11/01-11/30/19 - TD	1,069.70	427.88	641.82	
Indiana University Health Bloomington, INC	00097509-00	Audio tests for 1 Dillman employee - 09/19/19 - DR	29.00		29.00	
Indiana University Health Bloomington, INC	00098693-00	Audio test for 1 Blucher employee - 10/16/19 - BP	29.00		29.00	
Indiana University Health Bloomington, INC	00098694-00	Audio tests for 1 Dillman employee - 10/16/19 - DR	29.00		29.00	
Indiana University Health Bloomington, INC	00098695-00	Audio tests for 2 Dillman employee - 10/15 & 10/16/19 - DR	58.00		58.00	
Indiana University Health Bloomington, INC	00098929-00	PE Respirator Clearance for 1 Dillman employee 10/17/19 - DR	95.00		95.00	
Indiana University Health Bloomington, INC	00098932-00	PE Respirator Clearance for 1 Dillman employee 10/17/19 - DR	95.00		95.00	
Indiana University Health Bloomington, INC	00098934-00	PE Respirator Clearance for 1 Dillman employee 10/17/19 - DR	95.00		95.00	

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Indiana University Health Bloomington, INC	00098941-00	Audio tests for 2 Monroe employees - 10/22/19 - MN	58.00	58.00		
Industrial Service & Supply, INC	60666	Hose, fittings & spray nozzle - BP19-207	786.66		786.66	
Industrial Service & Supply, INC	60704	2 Cam locks for pump hoses - TD19-639	15.42	15.42		
Interstate All Battery Center of Bloomington, INC	1903301009853	4 3V 850mAh batteries for various booster stations - TD19-599	47.80	47.80		
Interstate All Battery Center of Bloomington, INC	1903302010779	4 Batteries for various lift stations - TD19-626	77.60	31.04	46.56	
Interstate All Battery Center of Bloomington, INC	1903302010799	PUR19-499 Batteries for headset	41.10	16.44	24.66	
J&S Locksmith Shop, INC	203926	3 Keys made for coffee cabinet - TD19-635	12.00	4.80	6.60	.60
JCI Jones Chemicals, INC	808712	Sodium hypochlorite 4,826 @ .7960 delivered 12/17/19 - MN	3,841.49	3,841.49		
JJ's Concrete Construction, LLC	53958	Concrete - Water @ 103 E 16th St - 12/12/19 - TD	438.75	438.75		
JJ's Concrete Construction, LLC	53959	Concrete - Water @ Ralston Drive - 12/12/19 - TD	403.00	403.00		
John Deere Financial (Rural King)	JRNL#H31331/62	Evapo rust, tool box - TD19-628	58.97		58.97	
Kirby Risk Corp	S110719152.001	2 Lab switch/covers and misc bulbs - DR19-184	909.08		909.08	
Kirby Risk Corp	S110719152.002	40 PHIL F54T5/850/HO/ALTO 40pk bulbs - DM19-184	104.40		104.40	
Kirby Risk Corp	S110719152.003	15 PHIL F48T12/CW/HO ALTO 15 pk bulbs - DM19-184	124.50		124.50	
Kirby Risk Corp	S110719152.004	1 INTE WP1220C Flexi-guard 2-gang w/p covers DM19-184	13.12		13.12	
Kirby Risk Corp	S110728942.001	Misc GFI receptacles & E lights to use plant wide DM19-185	713.72		713.72	
Kirby Risk Corp	S110728942.002	10 2x2 LED flat panel lights - DM19-185	474.30		474.30	
Kirby Risk Corp	S110739887.001	Misc parts to replace receptacles to GFI weatherproof DM19-189	422.83		422.83	
Kirby Risk Corp	S110741881.001	S19-6316-Modules & parts for disinfection control sys ENG19-125	9,665.00		9,665.00	
Kirby Risk Corp	S110746904.001	Nylon insulated fork terminal for solids handling - DM19-194	127.87		127.87	
Kirby Risk Corp	S110754192.001	20 20A Com self test GFR, floor box kit - DR19-199	463.08		463.08	
Kirby Risk Corp	S110756617.001	1 Hourly meter for Linglebach Booster - TD19-620	55.99	55.99		
Kirby Risk Corp	S110761217.001	2 6-V batteries, 20 1 gang switch covers weatherproof DM19-203	178.89		178.89	
Kirby Risk Corp	S110761835.001	PLC for Smith Avenue Lift Station - TD19-637	1,476.16		1,476.16	
Kirby Risk Corp	S110766706.001	Time relay 240v max 5amp max for grit chamber - DM19-205	125.81		125.81	
Lawson Products, INC	9307246977	Misc locknuts, washers, screws, caps for re-stock - DM19-200	571.20		571.20	
Lawson Products, INC	9307250131	Misc nipples, couplings - BP19-210	340.35		340.35	
Layne Christensen Company	1724060	MN19-486 Motor repair transfer pump #2	4,849.00	4,849.00		
Mark Osborne (Control Freaks Consulting)	233Inv-DM19-175	DM19-175 Labor for various communication HMI	1,680.00		1,680.00	
Mark Osborne (Control Freaks Consulting)	239Inv-MN19-505	MN19-505 Intermittent PLC faults	420.00	420.00		
Mark Osborne (Control Freaks Consulting)	243Inv-TD19-634	TD19-634 Work done on PLC at Smith Ave lift station	105.00		105.00	

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Menards, INC	39375	Misc copper pipe, pvc, unions, bushings, tools MN19-518	590.00	590.00		
Menards, INC	39391	1 bx furnace filters, 4 pk AA rechargeable batteries - TD19-611	16.71		16.71	
Menards, INC	39501	Misc cords, GFI tester, wall plates, 15a/125 plugs - MN19-519	355.56	355.56		
Menards, INC	39630	Paint, rollers, wrench, cover, brushes, liners & misc MN19-522	305.76	305.76		
Menards, INC	39632	Elbows, tee's; bushings, adapters & misc - MN19-523	122.85	122.85		
Menards, INC	39913	Sump pump for west water tank - TD19-632	88.83	88.83		
Menards, INC	39917	Gate latch - PUR19-520	4.99	2.00	2.99	
MidAmerican Technology, INC	13861	TD19-595 Repair locator	305.00	122.00	183.00	
Midwest Color Printing, INC	INV-11558	ADMIN19-083 Business cards H McLaughlin	36.50	14.60	21.90	
Midwest Color Printing, INC	INV-12206	CS19-049 250 business cards M Monyhan	41.50	16.60	24.90	
Milestone Contractors, LP	129303	Asphalt - Water lines - 12/10-12/13/19 - TD	677.03	677.03		
Milestone Contractors, LP	129543	Asphalt - Stock for Water, Sewer & Storm - 12/19/19 - SW, TD	6,082.80	2,433.12	3,345.54	304.14
NCL of Wisconsin, INC (North Central Labs)	432168	DL19-116 Pipets, flask brushes, BOD QC standard	1,249.94		1,249.94	
New Bedford Technology, LLC (Bedford Technology)	64179	DM19-158 2x10x11.5 Grey FiberForce	6,375.69		6,375.69	
Nolan Hunt Hendon	ENV19-097	Travel reimbursement-AWWA Water Loss Conf in Nashville-ENV19-097	976.99	390.80	586.19	
Nugent, INC (Utility Supply Company)	1300757	TD19-454 Monitor covers	5,591.20	2,236.48	3,354.72	
Nugent, INC (Utility Supply Company)	1301101	TD19-454 expansion connection	897.50	359.00	538.50	
Nugent, INC (Utility Supply Company)	1302028	TD19-454 meter reader tube, meter box key, gasket	749.06	299.62	449.44	
Nugent, INC (Utility Supply Company)	1307206	TD19-590 Dismantling joint, check valve, spool, gasket kits	5,391.34	5,391.34		
Office Depot, INC	399454337001	Monthly planner - ADMIN19-080	16.29	6.52	9.77	
Office Depot, INC	399454338001	Correction fluid, glass board - ADMIN19-080	80.24	32.10	48.14	
Office Depot, INC	399454339001	Organizer, pens, wall calendar, marker, cork board ADMIN19-080	84.64	33.86	50.78	
Office Depot, INC	408636618001	2 Desk stapler - PUR19-490	21.76	8.70	13.06	
Office Depot, INC	408636619001	1 dz ballpoint pens - PUR19-490	.80	.32	.48	
Office Depot, INC	409950833001	3 Thermal paper roll, 1 5pk staples - ACCT19-071	29.07	11.63	17.44	
Office Depot, INC	410721367001	Blue & green copy paper - PUR19-493	8.64	3.46	5.18	
Office Depot, INC	410884249001	1 Office chair to replace broken chair - MN19-498	341.99	341.99		
Office Depot, INC	411550639001	1 bx folders, memo books, planner/appt book - ENG19-127	41.43	16.57	24.86	
Office Depot, INC	411550640001	Mouse pad - ENG19-127	6.89	2.76	4.13	
Office Depot, INC	412448440001	3 Clipboards, copy stamp - PUR19-496	8.58	3.43	5.15	
Office Depot, INC	412448441001	2 dz pens - PUR19-496	20.94	8.38	12.56	
Office Depot, INC	413558692001	Yellow & green copy paper - CS19-048	12.96	5.18	7.78	
Office Depot, INC	414431810001	3 Deskpads - DR19-101	17.97		17.97	
Office Depot, INC	414431811001	2 Wall calendars - DR19-101	71.38		71.38	
Office Depot, INC	414852834001	1 pk refill data cd's - ACCT19-076	10.99	4.40	6.59	
Office Depot, INC	414852835001	2 pk magnetic data cards - ACCT19-076	22.98	9.19	13.79	
Office Depot, INC	415230407001	Weekly/monthly planner - TD19-617	25.99	10.40	14.29	1.30
Office Depot, INC	415246523001	Dry-erase calendar, 2 daily desk refill calendars - TD19-617	51.77	20.71	28.47	2.59

City of Bloomington Utilities
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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Office Depot, INC	415604935001	7 Banker boxes - PUR19-498	222.74	89.10	133.64	
Pace Analytical Services, INC	1950127371	3 Cyanide analysis-NPDES Permit @ Dillman - DL19-119	90.00		90.00	
Pace Analytical Services, INC	1950128643	Lead & copper testing - ENV19-218	1,120.00	1,120.00		
Paragon Micro, INC	888033	Dell OptiPlex 5070, Video converter - #1908595	1,321.97	528.79	793.18	
Paragon Micro, INC	891502	Dell OptiPlex 5070 MT-Intel Core i5-9600-payroll admin-#1908743	1,084.99	434.00	650.99	
Paragon Micro, INC	893013	Dell P2217 LED Monitor for C Abbott-DR - #1908891	149.99		149.99	
PSARA Technologies, INC	001	PUR19-480 Tree clearing at Lemon Lane landfill	5,000.00	2,000.00	3,000.00	
Richardson Enterprises of Blqtn, LLC (FastSigns)	INV-8667	MN19-393 500 daily lab sheets	969.86	969.86		
Robert O Snedegar	ADMIN19-077	Travel reimb-Sensus Reach Conf in Anaheim - ADMIN19-077	365.30	146.12	219.18	
Rogers Group, INC	0071174489	#11 & #53 stone - stock - 12/09-12/12/19 - TD	580.84	232.34	348.50	
Runyon, Michael D	ENG19-131	Travel reimb-IRWA Water Institute in French Lick - ENG19-131	45.00	45.00		
Safeguard Business Systems, INC	033828358	BC19-025 Deposit tickets for cashiers	78.32	31.33	46.99	
Southern Indiana Parts, INC (Napa Auto Parts)	297119	1 Breaker box for Vactor truck #601 - TD19-633	12.49		12.49	
SSW Enterprises, LLC (Office Pride)	IN000518391	Monthly cleaning service @ Service Center - 12/01/19 - SC	3,307.46	1,322.98	1,984.48	
SwovaTech, INC	2019067	WS19-20704-ESRI Web APP Builder Configuration & viewer-ENG	24,458.63	9,783.45	14,675.18	
Synchrony Bank	435698535997	ENG19-120-Reorder Daily appointment book	32.58	13.03	19.55	
Synchrony Bank	447459955987	ENG19-120 Daily & weekly appointment books	62.48	24.99	37.49	
Synchrony Bank	457899997344	TD19-558 Chromalox heaters for lift stations	50.40		50.40	
Synchrony Bank	458838847545	PUR19-472 vinyl end cap	9.35	9.35		
Synchrony Bank	459583579465	PUR19-472 Stromberg Carlson trailer tray	186.22	186.22		
Synchrony Bank	658867963569	TD19-558 Chromalox heaters for lift stations	180.80		180.80	
Synchrony Bank	744654387694	TD19-535-Credit memo for returned Reed tool DS 128 Belt descaler	(164.60)	(65.84)	(90.53)	(8.23)
Terminix International	391352199	PUR19-481 Fly light for Dillman WWTP	1,300.00		1,300.00	
Terminix International	392185064	Pest control @ Blucher Poole - 12/07/19 - BP	109.00		109.00	
The MacExperience, INC	B108567	USB-C Digital AV Multiport Adapter for V Kelson - DIR	69.00	27.60	41.40	
Tom H Lewis (Lewis Municipal Sales)	LS1121619-SI	TD19-596 Locator for TV truck #551	4,400.00		4,400.00	
Tyco Fire & Security Mgmt ,INC (Johnson Controls)	86127002	ENG19-098 Fire alarm system evaluation	585.00		585.00	
Tyco Fire & Security Mgmt ,INC (Johnson Controls)	86250363	ENG19-098 Fire alarm system evaluation & repair	6,454.86		6,454.86	
Tyco Fire & Security Mgmt ,INC (Johnson Controls)	86381120	DM19-198 Extinguisher inspection	584.00		584.00	
ULINE, INC	114772484	PUR19-486 Weatherproof printer labels, magnetic labels	195.29	78.12	117.17	
United Parcel Service, INC	0000430948469	Shipping charges - 11/06/19 - LAB, ENV, PUR	26.36	26.36		

City of Bloomington Utilities
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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
United Parcel Service, INC	0000430948479	Shipping charges - 11/18-11/20/19 - TD, LAB, ENV, PUR	100.32	46.80	53.52	
United Parcel Service, INC	0000430948489	Shipping charges - 11/20/19 - LAB, PUR	8.80	8.80		
United Parcel Service, INC	0000430948499	Shipping charges - 12/02-12/04/19 - DIR, MN, ENV, LAB, PUR	62.07	41.26	20.81	
United Parcel Service, INC	0000430948509	Shipping charges - 12/04-12/11/19 - LAB, PUR	24.64	24.64		
United Parcel Service, INC	0000430948519	Shipping charges - 12/11-12/18/19 - LAB, ENV, PUR	73.09	73.09		
United States Postal Service	95216-000 12/19	Replenish postage due - PO Box 1216 Permit #95216-000 ACCT19-081	500.00	200.00	300.00	
Utility Pipe Sales Co, INC	IN089771	PUR19-439 Meter pit, monitor cover flange, ranger	2,164.48	2,041.12	123.36	
Utility Pipe Sales Co, INC	IN091299	PUR19-439 -Credit memo for 6 30" monitor cover/flange	(725.88)	(725.88)		
Virtuoso Sourcing Group, LLC	26962	Collection Agency Fee - 12/02/19 - AR	15.61	6.24	9.37	
W.W. Grainger, INC	9307943010	DM19-155 Hip waders, chest waders, ear muffs, safety glasses	495.60		495.60	
W.W. Grainger, INC	9376384567	ENG19-126 Trigger spray bottles	23.00	9.20	13.80	
Wealing Brothers, LLC	1718	MN19-408B W19-4317 Rental of temp mobile belt press	13,500.00	13,500.00		
Xylem Water Solutions USA, INC	3556A89317	BP19-132 Rebuild solids handling chopper pump Flygt 3102	5,933.00		5,933.00	
Young Trucking, INC	104351	Hauling sludge from Blucher Poole - 12/02/19 - BP, OP	1,039.40		1,039.40	
Grand total:			964,890.58	134,073.54	800,350.54	30,466.50

City of Bloomington Utilities
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Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	8123347689 12/19	812-334-7689 Service - Utilities - 12/07-01/06/20	209.36	83.74	125.62
AT&T	849469661 12/19	849469661 Long Distance charges - All Depts (excluding plants)	82.90	33.16	49.74
AT&T Mobility II, LLC	287268772596 12	Service-Stephens, White, Wenning, Thetola - Nov 2019	238.32	71.49	166.83
AT&T Mobility II, LLC	287273058032 12	Service - 287273058032 812-360-0681 - Monroe Maintenance	59.58	59.58	
AT&T Mobility II, LLC	287289748780 12	Cell Phone Service for All Depts - November 2019	1,607.14	555.08	1,052.06
AT&T Mobility II, LLC	287290814431 12	Service - 287290814431 Modems for AMI Project	205.68	82.27	123.41
City Of Bloomington Utilities	36777-001 12/19	36777-001 Tamarron LS Water/Wastewater charges 11/01-12/01/19	23.06		23.06
City Of Bloomington Utilities	39355-001 12/19	39355-001 Dillman WWTP Water/Wastewater charges 11/01-12/01/19	1,341.73		1,341.73
City Of Bloomington Utilities	40754-001 12/19	40754-001 Blucher Poole Water/Wastewater charges 11/01-12/01/19	6,459.56		6,459.56
City Of Bloomington Utilities	50913-001 12/19	50913-001 Service Center Water/Wastewater charges 11/01-12/01/19	705.83	282.33	423.50
DirecTV, LLC	36982840375	012965923 Service - Blucher WWTP - 12/10-01/09/20	66.99		66.99
DirecTV, LLC	36987635337	019972085 Service -Dillman WWTP - 12/12-01/11/20	66.99		66.99
DirecTV, LLC	36989258145	012965850 Service - Monroe WTP 12/12/19-01/11/20	66.99	66.99	
Duke Energy	0130279401012/19	Service - Azelea Lane Lift Station (Walnut Creek) 11/14-12/16/19	99.18		99.18
Duke Energy	0150283701612/19	Service - Winston Thomas Lift Station - Lighting 12/10/19	119.92		119.92
Duke Energy	0330279501012/19	Service - Griffy Plant Outdoor Lighting - 12/17/19	29.36	29.36	
Duke Energy	0690279201312/19	Service - Park Ridge Lift Station - 12/16/19	11.09		11.09
Duke Energy	0830283801212/19	Service - Hyde Park Edward Lift Station - 11/06-12/09/19	59.37		59.37
Duke Energy	1140365101112/19	Service - Service Center Building @ 600 E Miller Dr 11/05-12/07	1,238.19	495.28	742.91
Duke Energy	1730267301212/19	Service - Hyde Park / Olcott Lift Station - 11/06-12/09/19	49.96		49.96
Duke Energy	1940283001012/19	Service - Jeffrey Lift Station - 11/01-12/05/19	26.23		26.23
Duke Energy	1950280901912/19	Service - Barge Lane SW Tank - 11/06-12/09/19	205.70	205.70	
Duke Energy	2130375401312/19	Service - Knightridge Lift Station - 11/12-12/12/19	53.85		53.85
Duke Energy	2200281501312/19	Service - Dogwood Booster Station - 11/04-12/06/19	302.53	302.53	
Duke Energy	277026730171219	Service - Dillman WWTP @ 100 W Dillman Road 10/24-11/26/19	52,213.35		52,213.35
Duke Energy	3050267301312/19	Service - Gentry Booster Station - 11/13-12/13/19	2,129.48	2,129.48	
Duke Energy	3780392501212/19	Service - Bulk Water Station @ 3230 S Walnut St 11/06-12/09/19	124.36	124.36	
Duke Energy	3830279001612/19	Service - Park 37 Lift Station - 11/06-12/09/19	32.24		32.24
Duke Energy	3840267301712/19	Service - Morningside Drive Lift Station - 11/12-12/12/19	139.68		139.68
Duke Energy	4100353801812/19	Service - 10/11/19-12/07/19 - BS, TD, LS	5,708.68	2,810.24	2,898.44
Duke Energy	4130278801212/19	Service - Griffy (outdoor lighting) N Dunn St - 12/12/19	30.54	30.54	
Duke Energy	4140279501612/19	Service - Rusgan Drive Lift Station - 11/14-12/16/19	54.50		54.50
Duke Energy	4600280201512/19	Service - Arlington Park Lift Station - 11/19-12/19/19	91.30		91.30
Duke Energy	4650362802312/19	Service - Monroe Hospital Lift Station - 11/01-12/05/19	82.38		82.38

City of Bloomington Utilities
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Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Duke Energy	5140283501312/19	Service - South Tank @ E Miller Drive - 11/06-12/07/19	138.98	138.98	
Duke Energy	5380370501812/19	Service - Prow Road Lift Station - 11/08-12/11/19	29.90		29.90
Duke Energy	5880280101512/19	Service - Oolitic Lift Station - 11/19-12/19/19	24.63		24.63
Duke Energy	6030267301512/19	Service - Westwood/Glen Oaks Drive Lift Station - 11/04-12/06/19	754.43		754.43
Duke Energy	6400279001512/13	Service - Basswood Circle Lift Station - 11/12-12/12/19	132.54		132.54
Duke Energy	6430267303712/19	Service - Truck Charging Station @ Service Center - 11/05-12/07/19	57.87	23.15	34.72
Duke Energy	6930279901612/19	Service - Stonelake Drive Lift Station - 11/18-12/18/19	34.70		34.70
Duke Energy	6970278901012/19	Service - Cory Lane Lift Station - 11/12-12/12/19	28.45		28.45
Duke Energy	7360280901012/19	Service - Karst Park Lift Station/Fairgrounds - 11/06-12/09/19	171.56		171.56
Duke Energy	7720279901112/19	Service - W 17th Street Lift Station - 11/18-12/18/19	123.95		123.95
Duke Energy	8330356402312/19	Service - Adams Street Lift Station - 11/07-12/10/19	70.70		70.70
Duke Energy	8550278601112/19	Service - Red Bud Tower Tank - 11/07-12/10/19	89.30	89.30	
Duke Energy	8740283701012/19	Service - Winston Thomas Lagoon (lighting) - 12/10/19	19.10		19.10
EDF, INC (EDF Energy Services)	N0814658 12/19	Energy Services for Vectren #5352776 - SC Booster Station	30.09	30.09	
EDF, INC (EDF Energy Services)	N0833866 12/19	Energy Services for Vectren #5464376 - Blucher Poole WWTP	678.36		678.36
EDF, INC (EDF Energy Services)	N1035813 12/19	Energy Services for Vectren #5187802 - Monroe WTP	259.97	259.97	
EDF, INC (EDF Energy Services)	N1059811 12/19	Energy Services for Vectren #5520392 - Dillman WWTP	2.23		2.23
EDF, INC (EDF Energy Services)	N1078457 12/19	Energy Services for Vectren #5463700 - Service Center	293.81	117.52	176.29
EDF, INC (EDF Energy Services)	N1236302 12/19	Energy Services for Vectren #5187659 - Tamarron Lift Station	3.76		3.76
EDF, INC (EDF Energy Services)	N1244359 12/19	Energy Services for Vectren #5463945 - Washington Storage	52.65	21.06	31.59
Indiana State Department of Health	2020LabCert15	ISDH Certification-Drinking water bacteriological tests DL19-125	300.00	300.00	
Smithville Telephone Co Inc	8128241616 12/19	Service - 812-824-1616 SE Pumping Station 11/20-12/19/19 - BS	95.94	95.94	
Vectren	N0814658 12/19	Service - 5352776 South Central Booster Station - 11/05-12/05/19	36.57	36.57	
Vectren	N1078457 12/19	Service - 5463700-0 Service Center - 11/05-12/05/19	277.97	111.19	166.78
Vectren	N1244359 12/19	Service - 5463945-5 S Washington St Storage 11/05-12/05/19	67.71	27.08	40.63

Grand total:

77,711.19 8,612.98 69,098.21

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF JANUARY, 2020

<u>INDIANA DEPARTMENT OF REVENUE</u> <u>(SALES TAX - DECEMBER, 2019)</u>	<u>\$0.00</u>
<u>INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX</u> <u>1ST QUARTER UTILITY RECEIPTS TAX</u>	<u>\$0.00</u>
<u>NPC</u> <u>CHARGE CARD FEES - DECEMBER, 2019</u>	<u>\$0.00</u>
<u>FIRST FINANCIAL</u> <u>ACCOUNT ANALYSIS FEES - DECEMBER, 2019</u>	<u>\$0.00</u>
<u>GROSS PAYROLL</u>	<u>\$330,214.05</u>
<u>FICA TAX</u>	<u>\$19,432.23</u>
<u>TOTAL</u>	<u>\$349,646.28</u>

City of Bloomington Utilities
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CUSTOMER REFUNDS

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Bill Duckworth	2000137-003	Customer refund	\$407.76	26622	3" Hydrant Meter Deposit		\$407.76		
Hunter Regency Court Properties	25120-021	Customer refund	\$94.78	26623	Customer overpaid in Dec, giving account a credit after final bill was calculated.		\$94.78		
Xiaojing Kou	39756-025	Customer refund	\$32.01	26624	Large payment made in Dec 2019, giving account a credit bal when finalized.		\$32.01		
National Salvage and Service Corp	200706-009	Customer refund	\$380.21	26625	2" Hydrant Meter Deposit		\$380.21		
Joyce Pryor	14007-001	Customer refund	\$2.86	26626	Remaining credit bal after large payment in Nov.		\$2.86		
James M Rector	37913-001	Customer refund	\$123.64	26627	Customer has overpaid on each bill since Dec 2018, remaining credit bal when finalized.		\$123.64		
Patrice Madura Ward-Steinman	42356-003	Customer refund	\$442.32	26628	Credit balance after leak adjustment in Dec 2019		\$442.32		
						<u>\$0.00</u>	<u>\$1,483.58</u>	<u>\$0.00</u>	<u>\$0.00</u>
			<u>\$1,483.58</u>						
			\$1,483.58						



MEMORANDUM

TO: Controller
FROM: Cindy Shaw, Utilities
DATE: December 17, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH HACH COMPANY

Funding Source: 009-900004-U62032

Total Dollar Amount of Contract: \$6,977.00

Expiration Date of Contract: December 15, 2020

Department Head Initials of Approval:

Due Date For Signature: December 27, 2019

Record Destruction Date (Legal Dept to fill in):

Legal Tracking #: 19-706

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Chris Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: Bench service preventative maintenance #719101 for (2) 5500SC ammonia monochloramine analyzers.



MEMORANDUM

TO: Controller
FROM: Cindy Shaw, Utilities
DATE: December 17, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH CRANE 1

Funding Source: 009-61-900004-U62024

Total Dollar Amount of Contract: \$2,025.00

Expiration Date of Contract: January 31, 2020

Department Head Initials of Approval:

Due Date For Signature: December 24, 2019

Record Destruction Date (Legal Dept to fill in): 2030

Legal Tracking #: 19-719

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: Installation of radio system, pendant, and line contactor for overhead crane.



MEMORANDUM

TO: Mayor Hamilton
FROM: Mike Hicks
DATE: December 30, 2019
**RE: Change Order No. 1 for Agreement with Mitchell & Stark
Construction Co., Inc.**

Funding Source: Blucher Poole WWTP 010-U13121

<u>Total Dollar Amount of Contract:</u>	Original Agreement	\$317,175.00
	This Change Order	\$22,580.00
	Revised Agreement	\$339,755.00

Expiration Date of Contract: January 18, 2020

Department Head Initials of Approval:

Due Date For Signature: 1/6/2020, 5:00 pm

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking #:

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS
ATTORNEY:** Christopher Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS
DEPARTMENTAL EMPLOYEE:** Holly McLauchlin

Summary of Contract:

This Change Order No.1 (and Final) adds to the Scope of Work and that is the replacement of two (2) air control valves for Aeration Basins Nos. 1 and 2 at the Blucher Poole WWTP.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 30, 2019
**RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH
PRESIDIO INFRASTRUCTURE SOLUTIONS, LLC**

Funding Source: 009-56-900008-U62143

Total Dollar Amount of Contract: \$6,978.32

Expiration Date of Contract: May 31, 2020

Department Head Initials of Approval: *VK*

Due Date For Signature: ASAP

Record Destruction Date (Legal Dept to fill in): after May 2030

Legal Tracking #: 19-744

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS
ATTORNEY:**

Christopher J. Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS
DEPARTMENTAL EMPLOYEE:**

David Schoo/Cindy Shaw

Summary of Contract: Purchase and installation of four cameras.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 30, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH ELECTRIC PLUS, Inc.

Funding Source: 40% 009-U10500 60% 010-U10500

Total Dollar Amount of Contract: \$10,000.00/year

Expiration Date of Contract: Initial term expires December 31, 2020, and has three one year renewal periods with a final expiration in December 2033.

Department Head Initials of Approval: VIC

Due Date For Signature: January 13, 2020

Record Destruction Date (Legal Dept to fill in): 2034

Legal Tracking #: 19-745

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw/David Schoo

Summary of Contract: On-Call electrical contracting work for 2020.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 24, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH AIR MASTER HEATING AND AIR CONDITIONING LLC

Funding Source: U62024 60 010-410500
40 009-410500

Total Dollar Amount of Contract: \$6,000.00

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033

Department Head Initials of Approval: VC

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in): After January 2034

Legal Tracking #: 19-736

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Chris Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2020 on call services agreement for HVAC services. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 23, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES WITH D.E.Q., INC

Funding Source: U62032 60 010-410500
40 009-410500

Total Dollar Amount of Contract: \$15,000.00/year

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033.

Department Head Initials of Approval: VK

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in):

Legal Tracking #: 19-738

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2019-2020 On call services for water and wastewater plant/pump station control/scada and control design electrical installation and trouble shooting. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 23, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH QUALITY REPAIR SERVICE, INC

Funding Source: U62026 / U62032 60 010 - 410500
40 009 - 410500

Total Dollar Amount of Contract: \$18,000.00/year

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033.

Department Head Initials of Approval: JK

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in): After January 2034

Legal Tracking #: 19-739

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2020 on call services for waste water plant and lift station maintenance and repair services. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 23, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH HEFLIN INDUSTRIES, INC.

Funding Source: U62024 / U62032 60 010-410500
40 009-410500

Total Dollar Amount of Contract: \$6,000.00/year

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033.

Department Head Initials of Approval: VIC

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in): After January, 2034

Legal Tracking #: 19-735

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2019-2020 On call services for mechanical contracting services. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 23, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH BUILDING ASSOCIATES, INC

Funding Source: U62024 60 010-410500
40 009-410500

Total Dollar Amount of Contract: \$10,000.00/year

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033.

Department Head Initials of Approval: VC

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in): After January, 2034

Legal Tracking #: 19-741

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2019-2020 On call services for mechanical contracting. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw, Utilities
DATE: December 24, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR ON CALL SERVICES
WITH YOUNG PLUMBING AND MECHANICAL, INC

Funding Source: U62024 60 010-410500
40 010-410500

Total Dollar Amount of Contract: \$10,000.00/year

Expiration Date of Contract: First Term expires December 31, 2020 and has three one year renewal options with a final expiration in December 2033

Department Head Initials of Approval: JK

Due Date For Signature: December 31, 2019

Record Destruction Date (Legal Dept to fill in): After January 2034

Legal Tracking #: 19-737

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: 2020 on call services agreement for plumbing services. The on call agreements have three one year renewal options.



MEMORANDUM

TO: Controller
FROM: Cindy Shaw, Utilities
DATE: December 30, 2019
**RE: REQUEST APPROVAL FOR SERVICES WITH MITCHELL & STARK
CONSTRUCTION CO, INC**

Funding Source: 010-64-95006-U62032

Total Dollar Amount of Contract: \$2328.29

Expiration Date of Contract: February 28, 2020

Department Head Initials of Approval: JK

Due Date For Signature: January 6, 2020

Record Destruction Date (Legal Dept to fill in):

Legal Tracking #:

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS
ATTORNEY:**

Chris Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS
DEPARTMENTAL EMPLOYEE:**

Cindy Shaw

• **Summary of Contract:** Emergency repair of clarifier #3 uptake valve.



MEMORANDUM

TO: Controller & USB
FROM: Cindy Shaw, Utilities
DATE: December 30, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH BAKER STONE WORK INC.

Funding Source: 009-52-900008-U67501 / 010-52-950008-U67501

Total Dollar Amount of Contract: \$625.00

Expiration Date of Contract: March 31, 2020

Department Head Initials of Approval: *VC*

Due Date For Signature: January 13, 2020

Record Destruction Date (Legal Dept to fill in): After March 2030

Legal Tracking #: 19-491

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Chris Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: Remove and replace caulk on limestone, remove caulk and loose mortar from metal drip edge and tuck point at west entry of CBU Service Center.



MEMORANDUM

TO: Controller
FROM: Cindy Shaw, Utilities
DATE: 1/2/2020
RE: REQUEST APPROVAL FOR SERVICES WITH GAYLOR ELECTRIC, INC.

Funding Source: 009-61-900004-46024

Total Dollar Amount of Contract: \$16,400.00

Expiration Date of Contract: April 30, 2020

Department Head Initials of Approval:

Due Date For Signature: January 6, 2020

Record Destruction Date (Legal Dept to fill in):

Legal Tracking #:

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Chris Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: Clean, inspect, and test switchgear bus assembly, circuit breakers, protective relays, instrument transformers; transformer inspection with dielectric fluid analysis.



MEMORANDUM

TO: Controller, USB
FROM: Cindy Shaw, Utilities
DATE: December 30, 2019
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH PERKINELMER HEALTH SCIENCES, INC.

Funding Source: 40% 009-66-900004-U62032
60% 010-66-950006-U62032

Total Dollar Amount of Contract: \$3,867.00

Expiration Date of Contract: February 28, 2020

Department Head Initials of Approval:

Due Date For Signature: January 2, 2020

Record Destruction Date (Legal Dept to fill in): after February 2030

Legal Tracking #: 19-689

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Cindy Shaw

Summary of Contract: Repair AA spectrometer; replace and calibrate linear mirror assembly, including labor and travel.



MEMORANDUM

TO: Mayor Hamilton
FROM: Mike Hicks
DATE: December 30, 2019
RE: Change Order No. 1 for Agreement with Building Associates, Inc.

Funding Source: Dillman WWTP 010-U13121
Blucher Poole WWTP 010-U13121
Monroe WTP 090-U13121

Total Dollar Amount of Contract: Original Agreement \$440,600.00
This Change Order \$32,361.75
Revised Agreement \$472,961.75

Expiration Date of Contract: February 19, 2020

Department Head Initials of Approval:

Due Date For Signature: 1/6/2020, 5:00 pm

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking #:

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY: Christopher Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Holly McLaughlin

Summary of Contract:

This Change Order No.1 (and Final) adds to or adjusts the Scope of Work and this includes skylight replacement, compensation for additional roof material tear off, installation of a roof hatch, roof drain repairs, and overhead bridge crane repairs.



MEMORANDUM

TO: Controller. Mayor Hamilton, USB
FROM: CBU & Controller's Office
DATE: December 31, 2019
RE: REQUEST APPROVAL OF 2018 INTERDEPARTMENTAL AGREEMENT

Funding Source: 009-52-900008-U63701 (Water Interdepartmental)- \$560,930
009-52-900008-U63702 (Water In Lieu of Taxes)- \$303,811
010-52-950008-U63701 (Wastewater Interdepartmental)- \$841,395
010-52-950008-U63702 (Wastewater In Lieu of Taxes)- \$358,313

Expiration Date of Contract: 12/31/2018

Department Head Initials of Approval: ✓K

Due Date For Signature: asap

Record Destruction Date (Legal Dept to fill in): 2030

Legal Tracking #: 19-752

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Laura Pettit

Summary of Contract:

The Controller's performed a time study in early 2019 for the 2018 interdepartmental General Services agreement which has updated the allocation percentages for the 2018 budget. Also included in this agreement is \$256,110 in services performed by the Utilities Department for billing support for the Sanitation Department and expenses for supporting the control operators.



MEMORANDUM

TO: Controller. Mayor Hamilton, USB
FROM: CBU & Controller's Office
DATE: December 31, 2019
RE: REQUEST APPROVAL OF 2019 INTERDEPARTMENTAL AGREEMENT

Funding Source: 009-52-900008-U63701 (Water Interdepartmental)- \$611,292
009-52-900008-U63702 (Water In Lieu of Taxes)- \$303,188
010-52-950008-U63701 (Wastewater Interdepartmental)- \$916,937
010-52-950008-U63702 (Wastewater In Lieu of Taxes)- \$358,313

Expiration Date of Contract: 12/31/2019

Department Head Initials of Approval: JK

Due Date For Signature: asap

Record Destruction Date (Legal Dept to fill in): 2030

Legal Tracking #: 19-753

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Laura Pettit

Summary of Contract:

This agreement reflects the time study that was performed in early 2019 and updated percentages of services performed by other departments for CBU. This agreement also includes \$192,977 in expenses for CBU in billing support for the Sanitation Department and for expenses related to the control operators.