

AGENDA
UTILITIES SERVICE BOARD MEETING

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

Julie Roberts, President
Jean Capler, Vice President
Jason Banach
Amanda Burnham
Jeff Ehman
Megan Parmenter
Jim Sherman
Jim Sims, ex-officio
Scott Robinson, ex-officio

Monday, January 4, 2021
5:00 P.M. Regular Meeting

- I. Call to Order
- II. Appoint Roles for 2021
- III. Approval of the Minutes of Previous Meetings (December 17)
- IV. Approval of the Claims
 - a. Payables Invoices
 - b. Standard Invoices
 - c. Utility Bills
 - d. Wire Transfers
 - e. Customer Refunds
- V. Approval of Consent Agenda (Total ~~\$24,018.40~~ **\$14,126.00**)
 - a. Genesis Environmental Solutions, Inc., \$5,370.00, Inspection of seven (7) aboveground storage tanks
 - b. Control Freaks Consulting, LLC, \$3,496.00, Purchase and installation of ultrasonic level transmitter/sensor at Monroe WTP
 - c. Control Freaks Consulting, LLC, \$3,500.00, Second amendment to agreement for SCADA upgrades
 - d. ~~Terminix, \$4,500.00, Pest control at Dillman WWTP~~
 - e. ~~Terminix, \$392.40, Pest control at Blucher Poole WWTP~~
 - f. ~~Terminix, \$5,000.00/year, On-call services~~
 - g. Johnson Controls Fire Protection, \$1,760.00, Replacement of riser placards on fire protection system at the Utilities Service Center
- VI. Request for Approval of Resolution 2020-10, Rounding Up and Donation Program for the Lake Monroe Water Fund Steering Committee – Vic Kelson
- VII. Request for Approval of Agreement with Milestone Contractors - Jordan River Storm Culvert Reconstruction - Jane Fleig
- VIII. Request for Approval of Agreement with Wessler Engineering, Inc. - Design and Bid phase services at Monroe WTP – Brad Schroeder
- IX. Request for Approval of Agreement with Electric Plus, Inc. - LED lighting conversion at the Utilities Service Center – Cindy Shaw
- X. Request for Approval of Agreement with 120Water Audit, Inc. - COVID wastewater testing and monitoring for 9 months at Blucher Poole and Dillman Wastewater Treatment Plants – ~~Cindy Shaw~~ **James Hall**
- XI. Request for Approval of First Amendment to the Agreement with Potomac Electrical Services, dba Electrical Maintenance and Testing – Repair GE Magneblast breakers at the Dillman – Cindy Shaw

- XII. Old Business
- XIII. New Business
- XIV. Subcommittee Reports
- XV. Staff Reports
- XVI. Petitions And Communications*
- XVII. Adjournment

*Public comment will be limited to 5 minutes per person

UTILITIES SERVICE BOARD MEETING

12/17/2020

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

Board Vice President Capler called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held via Zoom and Facebook Live.

Board members present: Jim Sherman, Jason Banach, Jean Capler, and Megan Parmenter. Four board members were absent, Jeff Ehman, Julie Roberts, Amanda Burnham, and ex-officio Jim Sims. The second ex-officio position is currently vacant.

Staff present: Vic Kelson, Laura Pettit, Holly McLauchlin, LaTreana Teague, Chris Wheeler, Brandon Prince, and Dan Hudson.

MINUTES

Board member Sherman moved and Board member Parmenter seconded the motion to approve the minutes of the December 7 meeting. Motion carried, 4 ayes.

CLAIMS

Sherman moved and Parmenter seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$208,366.43 from the Water Utility, \$12,200.00 from the Water Construction Fund, \$1,706,112.71 from the Wastewater Utility, and \$13,865.27 from the Stormwater Utility. ***Total Claims approved: \$1,940,544.41 Motion carried, 4 ayes.***

Sherman moved and Parmenter seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$51,285.14 from the Water Utility, and \$2,525.19 from the Wastewater Utility. ***Total Claims approved: \$53,810.33. Motion carried, 4 ayes.***

Sherman moved and Parmenter seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$356,220.39. Motion carried, 4 ayes.

Sherman moved and Parmenter seconded the motion to approve the customer refunds as follows: Customer refunds submitted included \$382.11 from the Water Fund and \$329.83 from the Wastewater Fund.

Total Claims approved: \$711.94. Motion carried, 4 ayes.

CONSENT AGENDA

There were no items on the December 17 Consent Agenda.

REQUEST FOR APPROVAL TO PROCESS CUSTOMER REFUND

Kelson requested approval from the board to process a water bill refund for a customer that will show in the January 4 Customer Refunds claims. The customer had been traveling and had a water leak at their home. Normally, CBU will receive an alarm for high usage and contact the customer or turn the water off. During this time, CBU had received thousands of alarms a day while converting to smart meters and missed the opportunity to turn the water off.

City Attorney Wheeler added, ordinarily when the board receives requests from customers to have their bill adjusted, we have to explain why we do not adjust water bills. There is no procedure in place for the water adjustment when the meter has accurately read the water that comes in and is used - regardless of how it is used. In this case, we had an accurately working meter. There is an ability to adjust bills when it is the fault of CBU. We do not have a policy or procedure in place to come to the board and ask the board's approval before we make any kind of a refund. It seems appropriate in this case, where we bear some of the responsibility for the unusually high water bill, to adjust. Staff is recommending to the board that a vote be held to make a 50% refund to the customer.

Sherman asked how this differs from other cases where a student will leave for winter break and not be notified of a leak and still be required to pay. Is it because we have new meters in place and CBU now has more of a responsibility? Kelson confirmed Sherman's question, that CBU does have responsibility, and answered that CBU is now metering every day where before, we would meter once a month and notify the customer.

Parmenter asked how many alarms per day is CBU receiving now and what is the follow-up process? CBU Assistant Director of T&D Prince answered that CBU receives 75-200 alarms a day and there is a prioritizing process for follow-up. Kelson said that in a future board meeting, CBU will demonstrate how the process works and how customers can set up their alarms through the customer portal.

Capler said, down the road, we could look at revising policies around CBU and the actions to be taken if there is an alarm, what we do if we do not catch the alarm, and formalize this process. For tonight's issue, the question for this refund is, per her understanding, we are making the argument not that the meter was broken, but our process on our end of the meter having alerted that something was going on. That particular alert fell through the cracks. We can make the case under existing statutes that generally limits our ability to refund water usage, which in this circumstance is warranted.

Kelson confirmed Capler's understanding and said that the burden is being shared between CBU and the customer.

Sherman moved, Parmenter seconded the motion to process the customer's water bill refund. Motion carried, 4 ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

-Kelson introduced new CBU Capital Projects Manager Daniel Hudson.

-CBU has been sampling sewers for evidence of the SARSCoV2 virus since July. Most of that effort has been funded by the Indiana Finance Authority, and we have been working with 120Water who has been managing the project. The report has been released and the results are posted to the B-Clear website (<https://data.bloomington.in.gov>).

-CBU is preparing a fact sheet regarding the rate case that will be before the Finance Subcommittee in January. Staff recommends to have a subcommittee meeting on January 4 and on January 11 to anticipate significant public comments or questions before going to the full board on January 19.

-Kelson thanked the USB for their hard work and support throughout the year.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Sherman moved to adjourn; the meeting was adjourned at 5:16 pm.

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 01/08/20

Payables with G/L Date of 12/28/20

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Hydrant Meter	Wastewater O&M	Stormwater O&M
Airgas, INC (Airgas USA LLC)	9107619279	Aqua Ammonia - 18,940 @ .1329 delivered 12/01/20 - MN	2,569.77	2,569.77			
All-Phase Electric Supply, INC	0740-593220	Fuses (5 bx) - stock for lift stations - TD20-488	25.50			25.50	
Apple, INC	AD08576319	AppleCare + for 3 iPads - Engineering Dept - #2010709A	177.00	70.80		106.20	
Apple, INC	AD17940694	iPads (3) w/32GB 10.2" for Engineering Staff - #2010709A	1,287.00	514.80		772.20	
Arcadis U.S., INC	34195703	WSD20-20806 - AWIA Compliance Support to 1/25/20 - ENG	2,844.80	1,137.92		1,564.64	142.24
Arctic Glacier USA, INC	3062034901	Ice delivered 12/14/20 - 85 @ 1.55 - TD20-511	131.75	52.70		72.46	6.59
Astbury Gabriel Corp (ESG Laboratories)	20001500	Testing - Digestor grab - 01/30/20 - DR	139.00			139.00	
Astbury Gabriel Corp (ESG Laboratories)	20019645	Testing - Digester Sludge @ Dillman WWTP 12/03/20 - DR	227.00			227.00	
Barry Company, INC	789225	Asco solenoid valve for sludge valve on basin 1 - MN20-493	1,028.75	1,028.75			
Barry Company, INC	789228	Asco Solenoid valve for sludge valves - MN20-494	1,028.75	1,028.75			
Barry Company, INC	791287	Knuckle relief valve 1/2" - MN20-484	78.00	78.00			
Biochem, INC	20254	K275 KLX Polymer - DS20-022	13,032.39			13,032.39	
Black Lumber Co. INC	459733	Schedule 45 stick 3/4", bottle of PVC glue - TD20-507	6.23	6.23			
Black Lumber Co. INC	459839	Roll of plastic - stock - TD20-510	64.99	26.00		35.74	3.25
Bledsoe Riggert Cooper & James INC	24076	D19-100 - Wexley Rd Drainage Analysis Report - ENG	1,397.55				1,397.55
Chemical Resources, INC	1132205	Sodium Aluminate - 45,360 @ .1823 delivered 11/30/20 - DR	8,269.13			8,269.13	
Chemtrade Chemicals Corporation	93030820	Aluminate Sulfate - 11.435 @ 434.00 delivered 12/11/20 - MN	4,962.79	4,962.79			
City Of Bloomington	ITS 2010863A	Best Buy Purchase for VIZIO 70" TV & Wall Mount for T&D-2010863A	849.98	339.99		509.99	
Creative Graphics, INC (dba Baugh Enterprises)	9010	P.O. Box 1216 Window Envelopes (2 cs) - ACCT20-166	370.00	148.00		222.00	
Creative Graphics, INC (dba Baugh Enterprises)	9025	Printing & mailing of November 2020 water/wastewater bills-ACCT	12,347.37	4,938.95		7,408.42	
Crowe LLP	706-2385995	2020 Water Rate Case-Cost of Service Study - ACCT20-187	4,027.50	4,027.50			
Dentons Bingham Greenebaum LLP	4484829	Professional SVS -Jackson Trail Utility Relocation - ACCT20-185	617.50	617.50			
Donohue & Associates INC	12594-47	D14-80 - Jordan River Culvert - 11/08-12/05/20 - ENG	2,212.50				2,212.50
E&B Paving, INC	30035505	W20-4411 - Asphalt - 12/03/20 - TD	431.86	431.86			
E&B Paving, INC	30035679	Asphalt - Water - 12/11/20 - TD	627.82	627.82			
Element @ the Mill	BC20-025	Refund hydrant meter deposit paid 11/26/19 #255498 - BC20-025	400.00		400.00		
Environmental Laboratories, INC	20323601	Testing - Iron analysis, Manganese analysis - DL20-092	677.00	677.00			
Environmental Laboratories, INC	20324057	Testing - Iron analysis, Manganese analysis - DL20-100	677.00	677.00			
Environmental Resource Associates	955869	Coliform Microbe Study, Heterotrophic Plate Count - DL20-103	750.35	750.35			
Eurofins Eaton Analytical, INC	S380232	Testing - TTHM & HAA5 analysis - DL20-097	1,710.00	1,710.00			
Eurofins Eaton Analytical, INC	S380815	UCMR4 545 & 546 water sampling & analysis - ENV20-252	675.00	675.00			
Eurofins Eaton Analytical, INC	S381098	Testing - Dissolved & Total organic carbon, SUVA, UV - MN	185.00	185.00			
Fastenal Company	INBLM221654	Restock supplies in machine - 11/30/20 - PUR	162.53	65.03		97.50	

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Fastenal Company	INBLM221892	Restock supplies in machine - 12/14/20 - PUR	259.56	118.92		140.64	
Fastenal Company	INBLM222013	Restock supplies in machine - 12/22/20 - PUR	268.56	142.67		125.89	
Freedom Business Solutions, LLC	11996	Ink cartridges for desktop printer - ENG20-085	98.00	39.20		58.80	
General Electric Company (GE Digital, LLC)	17001100024367	Drivers IGS-Industrial Gateway Server for Basic Points-ENG20-100	1,150.00	460.00		690.00	
Gripp, INC	1334	S18-6204 - Flow monitoring equipment maint - ENG	5,811.55			5,811.55	
Gripp, INC	1367	S18-6204 - One year of data hosting for flow monitors - ENG	12,540.00			12,540.00	
GRW Engineers, INC	0054770	S20-6408 - N Dunn St Sewer Capacity through 04/18/20 - ENG	2,000.00			2,000.00	
GRW Engineers, INC	0054934	S20-6408 - N Dunn St Sewer Capacity through 05/30/20 - ENG	10,000.00			10,000.00	
GRW Engineers, INC	0055154	S20-6408 - N Dunn St Sewer Capacity through 06/27/20 - ENG	5,500.00			5,500.00	
GRW Engineers, INC	0055479	S20-6408 - N Dunn St Sewer Capacity Improvements to 08/22/20 ENG	17,500.00			17,500.00	
GRW Engineers, INC	0056031	S20-6408 - N Dunn St Sewer Capacity Improvements to 11/28/20 ENG	21,408.75			21,408.75	
Heritage-Crystal Clean, INC	16452320	Removed used oil from Monroe WTP - MN20-49€	105.00	105.00			
Indiana Oxygen Company, INC	9585333	Monthly cylinder rental @ Dillman WWTP - DR	229.57			229.57	
Indiana Underground Plant Protection Service, INC	87623	Monthly per ticket fee - 1,488 @ .95 - TD	1,413.60	565.44		848.16	
Interstate All Battery Center of Bloomington, INC	1903302011672	Batteries 6V 12AH SLA for East Booster - TD20-503	294.00	294.00			
Interstate All Battery Center of Bloomington, INC	1903302011702	Batteries for security light @ South West Booster - TD20-517	44.70	44.70			
IU Health OCC Health Services	00112571-00	Audio hearing tests for 32 T&D employees - TD20-501	1,088.00	435.20		598.40	54.40
IU Health OCC Health Services	00112572-00	Audio hearing tests for 10 Dillman employees -DR20-095	340.00			340.00	
IU Health OCC Health Services	00112575-00	Audio hearing tests for 7 Monroe employees - MN20-519	238.00	238.00			
IU Health OCC Health Services	00112640-00	Audio hearing tests for 1 Monroe employee - MN20-520	34.00	34.00			
IU Health OCC Health Services	00113016-00	DS DOT 5 Panel E screen for 1 TD employee 12/08/20-TD20-518	47.00	18.80		25.85	2.35
JCI Jones Chemicals, INC	840871	Sodium hypochlorite - 4,736 @ .7180 delivered 12/11/20 - MN	3,400.44	3,400.44			
JJ's Concrete Construction, LLC	64652	Concrete - Storm @ Huntington & Thornton - 12/09/20 - SW, TD	1,260.00				1,260.00
JJ's Concrete Construction, LLC	64653	Concrete - Water @ S Walnut St - 12/09/20 - TC	747.00	747.00			
JJ's Concrete Construction, LLC	64654	Concrete - Water @ 1210 E 2nd St - 12/10/20 - TC	543.13	543.13			
JJ's Concrete Construction, LLC	64739	Concrete - Storm @ Huntington & Thornton - 12/11/20 - SW, TD	1,260.00				1,260.00
JJ's Concrete Construction, LLC	64799	Concrete - Water @ 15th & Lindburgh - 12/14/20 - TC	539.00	539.00			
John Deere Financial (Rural King)	JRNL#B80368/62	Drill for truck #616 - TD20-508	99.98	99.98			
John Deere Financial (Rural King)	JRNL#B80565/62	Car wash brushes (5) for meter service - TD20-509	44.95	44.95			
Kirby Risk Corp	S110236278	Quick set cement for project W18-4213 (closed) - PUR19-041	14.08	14.08			
Kirby Risk Corp	S110297482 ship	Shipping charge for heater hanging bracket - MN19-110	18.00	18.00			

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Kirby Risk Corp	S110621912.001	Pro Powerware UPS Backup - BP19-164	253.32			253.32	
Kirby Risk Corp	S110673289.001	Hole seals for 2.50" conduit - DM19-167	24.88			24.88	
Kirby Risk Corp	S110673289.002	GFI Breakers for outlets in damp areas, 1 pole 10KAIC DM19-167	986.00			986.00	
Lawson Products, INC	9308069910	Drill bits, washers, nipples, locknuts - BP20-169	426.82			426.82	
Logical Concepts, INC (Omnisite)	75660	Replace radio unit @ Rusgan & Arlington - TD20-512	460.00			460.00	
Logical Concepts, INC (Omnisite)	77705	Replace radio unit @ Rusgan & Arlington - TD20-512	902.00			902.00	
MacAllister Machinery Co, INC	R67383940801	Rental of fork truck for operations - DM20-219	1,946.00			1,946.00	
MacAllister Machinery Co, INC	R67383940802	Rental of fork truck for operations - DM20-219	1,851.00			1,851.00	
Mark Osborne (Control Freaks Consulting)	273InvWS20-20807	WS20-20807 - SCADA updates - SCADA Rehab - ENG	5,000.00	2,000.00		3,000.00	
Menards, INC	60241	Tape, screws, hammer, 15" utility bars, plywood - BP20-162	143.91			143.91	
Menards, INC	62037	Rail hooks, red RTV 30 oz, clear pvc 4 oz, jersey gloves BP20-170	114.41			114.41	
Milestone Contractors, LP	137055	Asphalt - Storm - 12/10/20 - SW, TD	384.75				384.75
Monroe County Government	ENG20-104	Record easements (4) for N Dunn St Sewer - ENG20-104	100.00			100.00	
Office Depot, INC	138099310001	Notebooks (2) - ADMIN20-067	17.98	7.19		10.79	
Office Depot, INC	138143161001	Desktop calculator for T Eads in T&D - TD20-495	21.99			21.99	
Office Depot, INC	138620880001	Credit memo for returned Planner 2021 (1) - ADMIN20-063	(21.99)	(8.80)		(13.19)	
Office Depot, INC	140251617001	Paper towels (2 cs), AA batteries (2 bx) - DR20-094	61.50			61.50	
Office Depot, INC	141231600001	Calendars (2), Pens (1 bx) - TD20-487	29.48	11.79		16.21	1.48
Office Depot, INC	141231602001	Wipe-off calendar - TD20-487	23.99	9.60		13.19	1.20
Office Depot, INC	141231603001	Weekly/monthly planners (13) - TD20-487	337.87	135.15		185.83	16.89
Office Depot, INC	141954645001	Receipt book (5) - ADMIN20-068	6.65	2.66		3.99	
Office Depot, INC	141954646001	Coin bag - ADMIN20-068	6.29	2.52		3.77	
Office Depot, INC	515370627001	Planner 2021 (1) - ADMIN20-063	21.99	8.80		13.19	
Pace Analytical Services, INC	2050154908	Cyanide analysis by method 1677 @ Dillman - DL20-095	125.00			125.00	
Paragon Micro, INC	S1016118	Dell Latitude 5500, Pro slim briefcase for USB Room - #2010080	1,569.98	627.99		941.99	
Paragon Micro, INC	S1018509	SureCall Flare Booster Kit for cell phone-G Towell DR - #2010759	288.99			288.99	
Paragon Micro, INC	S3106738 CBU	Power BI monthly subscription - Microsoft CSP - #1907687	18.32	7.33		10.99	
Paragon Micro, INC	S3300077	Logitech keyboard & mouse for B Prince in TD - #2010863E	88.99	35.60		53.39	
Paragon Micro, INC	S3300468	Widescreen HD Video Webcam & Microphone for Admin - #2010947	74.99	30.00		44.99	
Paragon Micro, INC	S3301300	Widescreen HD Video Webcam & Microphone for BP & DR - #2010970	149.98			149.98	
Paragon Micro, INC	S3303154	Logitech wireless keyboard for cashier area - #2011013	64.99	26.00		38.99	
Precision Quality Contracting, LLC	INCOB20WTPreplac	Replace 180 degree cameras and sensors @ Monroe - #2009117B	4,728.12	4,728.12			
Ricoh USA, INC	5061034213 CBU	Contract billing for copier maint - 11/17/20-12/16/20 - PUR	71.97	17.94		54.03	
Robert W Baird & Co., INC	ACCT20-181	Professional Services-2020 Water Bond Refinancing-Acct20-181	34,950.00	34,950.00			
Rogers Group, INC	0071180059	Stone #5 & 53 - Water - 12/01-12/03/20 - TC	384.34	384.34			
Rogers Group, INC	0071180060	W20-4411 - #53 Stone - 12/01-12/02/20 - TD	191.20	191.20			

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Rogers Group, INC	0071180061	W2-4411 - Stone #11 & #53 - Stock - 11/30-12/03/20 - TC	1,132.71	703.73		428.98	
Rogers Group, INC	0071180144	W20-4411 - #11 & #53 Stone - Water - 12/07-12/11/20 - TD	724.86	724.86			
Rogers Group, INC	0071180145	W20-4411 - #11 & #53 Stone - Water - 12/08-12/10/20 - TD	526.21	526.21			
Rogers Group, INC	0071180146	Rip Rap - Stock - 12/11/20 - TD	83.89	33.56		50.33	
Rogers Group, INC	0071180147	W20-4411 - #11 & #53 Stone - Stock & water - 12/07-12/11/20 - TD	899.52	696.60		202.92	
Schmidt Associates, INC	2018-142.RP2-1	WS19-20702-Roof replacement work @ Plants - 12/01-12/31/20 - ENG	3,926.10	471.13		3,454.97	
Southern Indiana Parts, INC (Napa Auto Parts)	338108	Vehicle fluids - PUR20-447	101.40	40.56		60.84	
State Of Indiana	ENV20-275	Application fee to modify NPDES Permit - ENV20-275	50.00			50.00	
Sunbelt Rentals, INC	107853310-0001	Diamond saw blades (2) 16" for truck #629 - TD20-465	250.00	100.00		137.50	12.50
Tyco Fire & Security Mgmt ,INC (Johnson Controls)	21978695	Fire Alarm, Sprinkler, Extinguisher maint @ Serv Cntr -PUR20-223	250.00	100.00		150.00	
Tyler Technologies, INC	045-322994 CBU	NW ERP Implementation & misc services - 11/16-11/19/20 #2011214	1,250.00	500.00		750.00	
United Parcel Service, INC	0000430948490	Shipping charges - 12/03/20 - ENV, PUR	6.38	2.55		3.83	
United Parcel Service, INC	0000430948500cbu	Shipping charges - 12/02/20 - MS, TD, PUR	44.95	17.98		26.97	
Vectren - Claims Center	1CNP2020134218	Failure to hand dig @ W 7th St & N Madison - PUR20-476	931.86			931.86	
Virtuoso Sourcing Group, LLC	28094	Collection agency fee - 12/10/20 - AR, ACCT	22.38	8.95		13.43	
Virtuoso Sourcing Group, LLC	28095	Collection agency fee - 12/07-12/14/20 - AR, ACCT	40.02	16.01		24.01	
Young Trucking, INC	109384	Hauling sludge from Blucher Poole - 12/01-12/04/20 - BP, OP	1,806.70			1,806.70	
Young Trucking, INC	109385	Hauling sludge from Dillman WWTP - 12/01-12/02/20 - DR, OP	2,918.53			2,918.53	
Young Trucking, INC	109470	Hauling sludge from Blucher Poole - 12/08/20 - BP, OF	719.08			719.08	
Young Trucking, INC	109471	Hauling sludge from Dillman WWTP - 12/09-12/10/20 - DR, OP	8,134.39			8,134.39	
Grand total:			<u>231,913.37</u>	<u>82,359.59</u>	<u>400.00</u>	<u>142,398.08</u>	<u>6,755.70</u>

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Tyler Technologies, INC	045-320662 CBU	New World support & update licensing 01/01-12/31/21 #2011214	30,292.96	12,117.18	18,175.78
Grand total:			<u>30,292.96</u>	<u>12,117.18</u>	<u>18,175.78</u>

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Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	849469661 12/20	849469661 Long Distance charges - All Depts (excluding plants)	45.48	18.19	27.29
AT&T	8123347689 12/20	812-334-7689 Service - Utilities -12/07-01/06/21	599.02	239.61	359.41
AT&T	812R959257 12/20	White pages listing for Dillman, Blucher & Monroe	18.25	6.08	12.17
AT&T Mobility II, LLC	8122725499 12/20	Service - 10/12-12/11/20 - Engineering (new cell phone)	117.63	47.05	70.58
Comcast Cable Communications, INC	852920119 12/20	8529201190490580 Service @ Service Center -12/15-01/14/20	22.17	8.87	13.30
DirecTV, LLC	012965923 12/20	012965923 Service - Blucher WWTP - Inv#012965923x201211	69.99		69.99
DirecTV, LLC	012965850x201213	012965850 Service - Monroe WTP - 12/12-01/11/21	76.24	76.24	
DirecTV, LLC	019972085x201213	019972085 Service -Dillman WWTP - 12/12-01/11/21	76.24		76.24
Duke Energy	95603943016 12/2	Service - IU Hospital Lift Station - 11/17-12/18/20	181.31		181.31
Duke Energy	692026730151120	Service - Monroe WTP @ 4770 Shield Ridge Road-10/23-11/24/20	33,375.28	33,375.28	
Duke Energy	0130279401012/20	Service - Azelea Lane Lift Station (Walnut Creek) 11/13-12/16/20	92.76		92.76
Duke Energy	0130282501312/20	Service - Gentry E Lift Station - 10/29-12/02/20	77.13		77.13
Duke Energy	0150283701612/20	Service - Winston Thomas Lift Station - Lighting11/06-12/10/20	118.51		118.51
Duke Energy	0330279501012/20	Service - Griffy Plant Outdoor Lighting - 11/13-12/16/20	29.20	29.20	
Duke Energy	0390282401312/20	Service - Hearthstone Lift Station - 10/29-12/02/20	87.51		87.51
Duke Energy	0690279201312/20	Service - Park Ridge Lift Station - 11/12-12/15/20	11.06		11.06
Duke Energy	0830283801212/20	Service - Hyde Park Edward Lift Station - 11/06-12/10/20	64.20		64.20
Duke Energy	1140365101112/20	Service - Service Center Building @ 600 E Miller Dr 11/04-12/08	2,962.93	1,185.17	1,777.76
Duke Energy	1150372603511/20	Service - Angelina Lane Lift Station - 10/26-11/25/20	48.92		48.92
Duke Energy	1730267301212/20	Service - Hyde Park / Olcott Lift Station - 11/06-12/10/20	54.99		54.99
Duke Energy	1940283001012/20	Service - Jeffrey Lift Station-11/02-12/04/20	27.78		27.78
Duke Energy	1950280901912/20	Service - Barge Lane SW Tank-11/06-12/10/20	90.03	90.03	
Duke Energy	2200281501312/20	Service - Dogwood Booster Station-11/03-12/07/20	328.74	328.74	
Duke Energy	2770267301711/20	Service - Dillman WWTP @ 100 W Dillman Road 10/23-11/24/20	52,286.15		52,286.15
Duke Energy	2980354601911/20	Service - Micro Motors/Grimes Lane Lift Station 10/26-11/25/20	135.63		135.63
Duke Energy	3050267301312/20	Service - Gentry Booster Station - 11/12-12/15/20	2,300.69	2,300.69	
Duke Energy	3510281701812/20	Service - N Russell Road Booster Station - 10/27-11/30/20	551.95	551.95	
Duke Energy	3780392501212/20	Service - Bulk Water Station @ 3230 S Walnut St11/06-12/10/20	185.49	185.49	
Duke Energy	3830279001612/20	Service - Park 37 Lift Station - 11/06-12/10/20	33.96		33.96
Duke Energy	4100353801812/20	Service - 10/12-12/08/20 - BS, LS, TD	3,889.79	1,017.27	2,872.52
Duke Energy	4130278801212/20	Service - Griffy (outdoor lighting) N Dunn St 11/09-12/11/20	60.54	60.54	
Duke Energy	4140279501612/20	Service - Rusgan Drive Lift Station - 11/13-12/16/20	78.23		78.23
Duke Energy	4480267301612/20	Service - Tamarron Lift Station - 10/27-11/30/20	633.76		633.76
Duke Energy	4600280201512/20	Service - Arlington Park Lift Station - 11/18-12/19/20	163.04		163.04

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 12/30/20

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Duke Energy	4650362802312/20	Service - Monroe Hospital Lift Station-11/02-12/04/20	76.23		76.23
Duke Energy	4990351102712/20	Service - Cromwell Lift Station - 10/29-12/02/20	32.27		32.27
Duke Energy	5140283501312/20	Service - South Tank @ E Miller Drive - 11/04-12/08/20	149.41	149.41	
Duke Energy	5380370501812/20	Service - Prow Road Lift Station - 11/09-12/11/12	68.27		68.27
Duke Energy	5880280101512/20	Service - Oolitic Lift Station - 11/18-12/19/20	52.27		52.27
Duke Energy	6030267301512/20	Service - Westwood/Glen Oaks Drive Lift Station 11/03-12/07/20	592.02		592.02
Duke Energy	6430267303712/20	Service - Truck Charging Station @ Srv Cntr - 11/04-12/08/20	139.10	55.64	83.46
Duke Energy	6930279901612/20	Service - Stonelake Drive Lift Station - 11/17-12/18/20	39.89		39.89
Duke Energy	7360280901012/20	Service - Karst Park Lift Station/Fairgrounds-11/05-12/09/20	153.90		153.90
Duke Energy	7720279901112/20	Service - W 17th Street Lift Station - 11/17-12/18/20	164.86		164.86
Duke Energy	82603755010 1120	Service - Southeast Pumping Station & Tank 10/23-11/24/20	18,292.59	18,292.59	
Duke Energy	8330356402312/20	Service - Adams Street Lift Station-11/06-12/10/20	77.80		77.80
Duke Energy	8550278601112/20	Service - Red Bud Tower Tank - 11/06-12/10/20	93.52	93.52	
Duke Energy	8620282601812/20	Service - S Washington St Storage - 10/29-12/02/20	107.78	43.11	64.67
Duke Energy	8740283701012/20	Service - Winston Thomas Lagoon (lighting) - 11/05-12/09/20	18.96		18.96
Duke Energy	9560394301612/20	Service - IU Hospital Lift Station - 10/30-11/17/20	77.99		77.99
Duke Energy	9660281401411/20	Service - NW Park Lift Station - 10/26-11/25/20	50.16		50.16
Duke Energy	9700367602511/20	Service - Vernal Pike Lift Station-10/25-11/25/20	34.18		34.18
EDF, INC (EDF Energy Services)	111132ES 5187802	Energy Services for Vectren #5187802 - Monroe WTP	28.43	28.43	
EDF, INC (EDF Energy Services)	111132ES 5463700	Energy Services for Vectren #5463700 - Service Center	232.18	92.87	139.31
EDF, INC (EDF Energy Services)	111132ES 5464376	Energy Services for Vectren #5464376 - Blucher Poole WWTP	23.70		23.70
EDF, INC (EDF Energy Services)	111132ES 5520392	Energy Services for Vectren #5520392 - Dillman WWTP	194.28		194.28
EDF, INC (EDF Energy Services)	112406ES 5187659	Energy Services for Vectren #5187659 - Tamarron Lift Station	7.13		7.13
EDF, INC (EDF Energy Services)	112406ES 5187802	Energy Services for Vectren #5187802 - Monroe WTP	323.64	323.64	
EDF, INC (EDF Energy Services)	112406ES 5463700	Energy Services for Vectren #5463700 - Service Center	244.66	97.86	146.80
EDF, INC (EDF Energy Services)	112406ES 5463945	Energy Services for Vectren #5463945 - Washington Storage	10.99	4.40	6.59
EDF, INC (EDF Energy Services)	112406ES 5464376	Energy Services for Vectren #5464376 - Blucher Poole WWTP	168.94		168.94
EDF, INC (EDF Energy Services)	112406ES 5520392	Energy Services for Vectren #5520392 - Dillman WWTP	856.35		856.35
Smithville Telephone Co Inc	8128241616 12/20	Service - 812-824-1616 SE Pumping Station 11/20-12/19/20 - BS	192.28	192.28	
South Central Indiana Remc	2093400200 11/20	Service - Blucher Poole - #2093400200 - 10/19-11/17/20	15,041.34		15,041.34
Utilities District of Western Indiana REMC	52184-001 12/20	Service - 52184-001 - Fieldstone LS - 11/01-12/01/20	672.00		672.00
Utilities District of Western Indiana REMC	75843-001 12/20	Service - 75843-001 - Stone Chase LS - 11/01-12/01/20	149.00		149.00
Vectren	N0814658 12/20	Service - 5352776 South Central Booster Station 11/05-12/04/20	20.93	20.93	
Vectren	N0833866 12/20	Service - 5464376-1 Blucher Poole WWTP - 10/29-11/25/20	548.64		548.64

City of Bloomington Utilities
 Accounts Payable by G/L Distribution Report
 Paydate: 12/30/20

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Vectren	N1035813 12/20	Service - 5187802-2 Monroe WTP - 11/03-12/02/20	396.44	396.44	
Vectren	N1059811 12/20	Service - 5520392-0 Dillman WWTP -11/03-12/02/20	765.99		765.99
Vectren	N1078457 12/20	Service - 5463700-0 Service Center -11/05-12/04/20	252.98	101.19	151.79
Vectren	N1236302 12/20	Service - 5187659-6 Tamarron LS - 11/02-12/01/20	31.82		31.82
Vectren	N1244359 12/20	Service - 5463945-5 S Washington St Storage 11/05-12/04/20	51.26	20.50	30.76
Grand total:			<u>139,328.78</u>	<u>59,433.21</u>	<u>79,895.57</u>

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF JANUARY, 2021

INDIANA DEPARTMENT OF REVENUE \$0.00
(SALES TAX)

INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX \$0.00
(UTILITY RECEIPTS TAX)

NPC \$0.00
(CHARGE CARD FEES)

FIRST FINANCIAL \$0.00
(ACCOUNT ANALYSIS FEES)

GROSS PAYROLL \$345,897.72

FICA TAX \$21,452.54

TOTAL \$367,350.26

City of Bloomington Utilities
 Accounts Payable by Fund Distribution Report
 Paydate: 01/08/21

CUSTOMER REFUNDS

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Element at the Mill	200695-004	Customer refund	\$90.78	27284	Credit balance on closed account.	\$90.78			
Michael Gaertig	4620-026	Customer refund	\$297.79	27285	Refund credit balance on active account (partial)		\$297.79		
Charles Hatton Jr	23536-007	Customer refund	\$57.10	27286	Refund balance on closed account,		\$57.10		
Monroe County Highway	200156-006	Customer refund	\$608.52	27287	Refund credit balance on closed account.	\$608.52			
Kristina West	61530-002	Customer refund	\$3,542.22	27288	Credit balance on active account.		\$3,542.22		
			<u>\$4,596.41</u>			<u>\$699.30</u>	<u>\$3,897.11</u>	<u>\$0.00</u>	<u>\$0.00</u>
			\$4,596.41						



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 12/8/2020
**RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH
GENESIS ENVIRONMENTAL SOLUTIONS, INC.**

Funding Source: 009-61-900003-U67501
010-64-950006-U62045
010-65-950006-U62045

Total Dollar Amount of Contract: \$5,370.00

Expiration Date of Contract: 5/31/2021

Department Head Initials of Approval: /VK/

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in): 6/2031

Legal Department Internal Tracking # (Legal Dept to fill in): 20-726

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

Christopher J. Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS
DEPARTMENTAL EMPLOYEE:** Cindy Shaw and Elise Boruvka

Summary of Contract: Inspection of 7 aboveground storage tanks



MEMORANDUM

TO: Controller & USB
FROM: Cindy Shaw
DATE: 12/28/2020
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH CONTROL FREAKS CONSULTING, LLC

Funding Source: 009-61-900008-U63600

Total Dollar Amount of Contract: \$3,496.00

Expiration Date of Contract: 5/31/2021

Department Head Initials of Approval: /vk/

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in): 6/2031

Legal Department Internal Tracking # (Legal Dept to fill in): 20-750

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Cindy Shaw and Elise Boruvka

Summary of Contract: Purchase and installation of ultrasonic level transmitter/sensor for #1 sodium hypochlorite bulk tank at Monroe Water Treatment Plant



MEMORANDUM

TO: Controller, Mayor Hamilton, USB
FROM: Brad Schroeder
DATE: December 29, 2020
RE: Requesting Approval of Amendment #2 - Professional Services Agreement with Control Freaks Consulting, LLC

Funding Source: 2020 Water/Wastewater Budget 009-U10500/010-U10500

Total Dollar Amount of Contract:

Original NTE:	\$ 5,040.00
First Amendment:	\$ 5,000.00
Second Amendment:	\$ 3,500.00
New NTE:	\$13,540.00

Expiration Date of Contract: June 30, 2021

Department Head Initials of Approval: /VK/

Due Date For Signature: 12/30/20, 5:00 pm

Record Destruction Date (Legal Dept to fill in): 7/2031

Legal Department Internal Tracking #: 20-779 (amending 20-375)

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

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: LaTreana Harrington

Summary of Contract:

The City of Bloomington Utilities has been upgrading the SCADA software, servers, and workstations at the three treatment plants and service center. Our system consultant, Control Freaks Consulting is proposing to complete this work in three phases. Phases 1 and 2 are complete. This Amendment expands the scope of services to include integration and setup of the new service center computer, assist CBU with setup and configuration of the iFix HMI, and to provide support for the Monroe SCADA configuratoin. This expanded scope of services, known as phase 3, will increase the NTE by \$3,500.00 for a new NTE of \$13,340.00. The amendment will also extend the life of the agreement to June 30, 2021.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 12/30/2020
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH JOHNSON CONTROLS FIRE PROTECTION, LP

Funding Source: 009-52-900008-U62001
010-52-950008-U62001

Total Dollar Amount of Contract: \$1,760.00

Expiration Date of Contract: 5/31/2021

Department Head Initials of Approval:

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking # (Legal Dept to fill in):

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Cindy Shaw and Elise Boruvka

Summary of Contract: Replacement of riser placards on fire protection system at the Utilities Service Center.

The vendor will do the following:

With the build drawings of the building's sprinkler systems, the design team will input the information from the drawings into their CAD programs in order to complete hydraulic calculations on the 3 remote areas that the facility has. This will take them about two days to complete. Then, the vendor will be able to provide the placards that are required per NFPA 25. By using the build drawings, the vendor does not have to complete a full site survey to field check all of the pipe sizes and locations.

**UTILITY SERVICE BOARD
OF THE CITY OF BLOOMINGTON, INDIANA
RESOLUTION NO. 2020-10**

**A RESOLUTION AUTHORIZING THE CITY OF BLOOMINGTON UTILITIES
DEPARTMENT (CBU) TO INITIATE A ROUNDING UP AND DONATION PROGRAM
FOR THE LAKE MONROE WATER FUND STEERING COMMITTEE**

WHEREAS, the City of Bloomington, Indiana (the “City”), has previously established and constructed and now owns and operates, through its Utility Service Board (the “Board”), a water, wastewater, and stormwater works utility system for the City and its inhabitants (the “Utilities”), in accordance with the provisions of Indiana Code 8-1.5, as amended, and 36-9-23, as amended, through the City of Bloomington Utilities Department (“CBU”); and

WHEREAS, CBU issues monthly billing statements to all users of these Utilities and said billing also includes sanitation fees for any and all users of the City’s waste disposal services to all residents of the City of Bloomington who use said services; and

WHEREAS, Lake Monroe is CBU’s most vital and currently irreplaceable resource as it serves as CBU’s sole source for the manufacture of potable water for the City; and

WHEREAS, in addition, Lake Monroe is a 276,000 acre watershed that serves as the sole public water source for Monroe County, is an important water resource for four other surrounding counties and has a net assessed property value of \$7.1 billion dollars which does not include the economic benefits to the surrounding communities from visitor spending and the recreational value the Lake provides to all who use the resource, all of which makes Lake Monroe a vital and irreplaceable resource to the surrounding communities and to the State of Indiana; and

WHEREAS, in spite of the fact that Lake Monroe is such a vital resource to so many communities, there is no coordinated community effort to plan for and fund the management, improvement and sustainability of this vital resource; and

WHEREAS, Friends of Lake Monroe manages a Clean Water Act § 319 Grant to provide funding to establish a Watershed Management Plan for Lake Monroe, but there are many needs beyond creation of a Watershed Management Plan that fall outside of the 319 grant including funds for implementing long term sustainability and measurement plans and programs

WHEREAS, the Lake Monroe Water Fund Steering Committee (the “Committee”) was recently formed in January 2020, to provide a funding source for the management and sustainability of Lake with primary stakeholders including Erin Predmore (Bloomington Chamber), Alex Crowley (Director of Economic Development for the City), Cheryl Munson (Monroe County), Kevin Dogan (Friends of Lake

Monroe), Judy Stewart (Brown County), Michael Chaveas (US Forest Service, Hoosier National Forest), Joe Miller (Roseacre Farms, Agriculture and Jackson County), Melissa Moran (The Nature Conservancy), Bill Weeks (Conservation Law Center), and Jane Martin (retired Venture Capitalist); and

WHEREAS, the mission of the Committee is to develop a permanent and uninterrupted investment structure that enables voluntary community investment into the meaningful implementation of mutually beneficial science-based watershed protection practices intended to better ensure an abundant supply of drinkable, fishable, swimmable water for the many communities and businesses that utilize and enjoy the many resources and benefits of Lake Monroe; and

WHEREAS, the Committee is forming a 501(c) (3) non-profit organization for the implementation of the Water Bank which is intended to create an uninterrupted source of funds to sustain the Committee's mission and will incorporate various methods of establishing funds for sustainability of the Committee's mission including applying for grants, seeking donations and gifts from individuals and legal entities (such as corporations, partnerships, trusts and the like), and to award funds for projects that will further the Committee's mission. The 501(c) (3) structure will allow a tax deduction for donations to the Water Bank; and

WHEREAS, the Committee wishes to initiate a voluntary rounding up and donation program through CBU that would enable all customers of CBU to voluntarily elect to round up their total monthly bill to the nearest whole dollar and/or to make other contributions and to authorize CBU to then divert said rounded up amounts and donations into a fund for the Committee to fund shovel ready projects and as funding permits to hire staff to assist with identifying and monitoring projects and in turn begin to raise additional funds; and

WHEREAS, CBU wishes to initiate such a voluntary rounding up and donation program for the Committee for these purposes to allow all CBU customers the opportunity to voluntarily elect to contribute by having their utility bills rounded up to the nearest whole dollar amount and/or to contribute other amounts in response to billing inserts; and

WHEREAS, the Committee will initiate a public education campaign beginning in Spring, 2021, to promote and raise community awareness about the rounding up and donation program and will establish a promotion partnership with organizations such as Indiana University, Cook Medical, and other corporate and private firms who can help co-promote the rounding up program within their organizations and in their surrounding communities; and

WHEREAS, based on information presented to the Board at this meeting, the Board now finds that the rounding up and donation program is desirable and a much needed benefit not only to all CBU customers, but to the City and County as a whole and should be supported by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITY SERVICE BOARD OF THE CITY OF BLOOMINGTON, INDIANA, AS FOLLOWS:

1. The Board hereby authorizes CBU to create a rounding up and donation program (hereinafter the “Program”) that provides CBU customers the opportunity to voluntarily round up their total monthly bill to the nearest whole dollar and/or to make other donations and to authorize CBU to then divert said rounded up amounts and donations into a fund for the Committee to fund shovel ready projects and as funding permits to hire staff to assist with identifying and monitoring projects and in turn begin to raise additional funds.
2. CBU shall create the administrative policy outlining the parameters of this Program and present them to the Board for review and approval before the Program may be implemented. Furthermore, this Program shall not be implemented until and unless a 501(c)(3) organization is duly organized by the Committee and legally recognized by the State of Indiana.
3. Once the provisions of Paragraph 2 above have been fully met to the satisfaction of this Board, then CBU may promote the Program by inclusion of literature both on the CBU website and in monthly billing that clearly informs all customers of the opportunity to voluntarily support the Program which said literature shall be created by the Committee.
4. This Resolution shall be in full force and effect after its adoption by the Board.

PASSED AND ADOPTED THIS _____ DAY OF DECEMBER, 2020.

CITY OF BLOOMINGTON, INDIANA

By and Through its Utility Service Board

Julie Roberts, President

Jean Capler, Member

Steven J. Sherman, Vice President

Jeff Ehman, Member

Jason Banach, Member

Megan Parmenter, Member

Amanda Burnham, Member

ATTEST:

LaTreana Teague, Secretary



MEMORANDUM

TO: Mayor, Controller & USB
FROM: Jane Fleig, Utilities
DATE: 12/28/20
RE: Approval of Agreement with Milestone Contractors, LP for
Jordan River Storm Culvert Reconstruction, 113 S Grant to 423 S
Washington project

Funding Source: 011-U13124

Total Dollar Amount of Contract: \$13,184,000.00

Expiration Date of Contract: June 30, 2023

Department Head Initials of Approval:

Due Date For Signature: For USB meeting on Monday, January 4, 2021

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking #:

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Jane Fleig

Summary of Contract: Construction contract for the reconstruction of the Jordan River Storm Culvert project. Please note, the traffic signal at the intersection of 3rd St and Lincoln St has been included in this project but the work will be funded by the Public Works Dept (bid amount of \$228,000). We are also discussing potential value engineering ideas with the contractor.



MEMORANDUM

TO: Controller, Mayor & USB
FROM: Brad Schroeder
DATE: December 28, 2020
**RE: REQUEST APPROVAL OF AGREEMENT FOR PROFESSIONAL
ENGINEERING CONSULTING SERVICES WITH WESSLER ENGINEERING,
INC.**

Funding Source: 009-U13121

Total Dollar Amount of Contract: \$104,000.00

Expiration Date of Contract: 12/31/2021

Department Head Initials of Approval: /VK/

Due Date For Signature: For January 4 USB mtg

Record Destruction Date (Legal Dept to fill in): 1/2032

Legal Department Internal Tracking # (Legal Dept to fill in): 20-747

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

Christopher J. Wheeler

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

Summary of Contract: Design and Bid phase services for a new chemical feed building at the MWTP raw water intake building to house algaecide and permanganate storage and feed equipment.



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 12/17/2020
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH ELECTRIC PLUS, INC.

Funding Source: WS20-20809

Total Dollar Amount of Contract: \$34,391.00

Expiration Date of Contract: 5/31/2021

Department Head Initials of Approval: /VK/

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in): 6/2031

Legal Department Internal Tracking # (Legal Dept to fill in): 20-751

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Cindy Shaw and Elise Boruvka

Summary of Contract: LED lighting conversion at the Utilities Service Center



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 12/30/20
RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH 120 WATER AUDIT, INC.

Funding Source: 010-U10500 S20-COVID

Total Dollar Amount of Contract: \$34,488.00

Expiration Date of Contract: 12/31/2021

Department Head Initials of Approval: /VK/

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in): 1/2032

Legal Department Internal Tracking # (Legal Dept to fill in): 20-777

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Cindy Shaw and Elise Boruvka

Summary of Contract: COVID wastewater testing and monitoring for 9 months at Blucher Poole and Dillman Wastewater Treatment Plants



MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 12/28/2020
RE: REQUEST APPROVAL OF THE FIRST AMENDMENT SERVICE AGREEMENT WITH POTOMAC ELECTRICAL SERVICES, LLC, D/B/A ELECTRICAL MAINTENANCE AND TESTING

Funding Source: 010-U39750

<u>Total Dollar Amount of Contract:</u>	Original NTE:	\$29,400.00
	First Amendment:	\$ 5,165.00
	New NTE:	\$34,565.00

Expiration Date of Contract: 6/30/2021

Department Head Initials of Approval: /vk/

Due Date For Signature: 12/30/2020

Record Destruction Date (Legal Dept to fill in): 7/2031

Legal Department Internal Tracking # (Legal Dept to fill in): 20-778 (amend 20-615)

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Christopher J. Wheeler

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE: Cindy Shaw and Elise Boruvka

Summary of Contract: This amendment will expand the Scope of Work to include the additional work that is necessary to repair the GE Magneblast breakers at the Dillman Wastewater Treatment Plant. Expanding the scope necessitates the following changes:

- Extend contract expiration date to June 30, 2021
- Extend work completion date to April 30, 2021
- Increase the not-to-exceed amount by \$5,165.00, making the total contract for \$34,565.00
- Include the additional scope of work in Exhibit A