

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on May 14, 2018, at 6:00 p.m. in the meeting room of the Plymouth Fire Department, 111 N. Center St., Plymouth, IN.

Mayor Senter presided for Board Members Culp, Houin, Milner and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present.

Board Members Culp and Houin moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on April 23, 2018. The motion carried.

Surrisi made a last call for open letters of interest for the Historic Footbridge Restoration Project. United Consulting of Indianapolis submitted a letter thanking the City for the opportunity, but declining, to submit a bid. The following sealed letters of intent were opened and read aloud:

- Ciorba Group, 619 Franklin St., Suite 205, Michigan City IN
- SEH of Indiana, 9200 Calumet Ave., Suite N300, Munster IN
- VS Engineering Inc., 4275 N. High School Rd., Indianapolis IN

City Engineer Gaul will call INDOT and review the proposals to make sure everything is correct then send them out to the committee by Thursday of this week.

Utility Superintendent Davidson stated that he received the letter of recommendation to award the bid for the West Lake Ave. Water Main Extension.



Quality Engineering Services Since 1959
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JOHN W. WETZEL, P.E. MARK M. SULLIVAN, P.E. NATHAN J. WALKER, P.L.S.
R. DERICK WIGGINS, P.E. ALAN F. BURCH, P.E. BRANDON A. PARKER, P.L.S.
CLINT W. ROOS, P.E.

May 4, 2018

Board of Public Works
City of Plymouth
124 N. Michigan Street
Plymouth, IN 46563

RE: Engineer's Recommendation for Water Projects - West Lake Water Avenue Water Main Extension

Dear Board,

We have reviewed the bids received for the above noted project on April 23, 2018. Following is a detailed explanation of bids received and the associated Engineer's recommendation. A bid tabulation for the bids is attached with this letter

Five bids were received for the West Lake Avenue Water Main Extension Project. All bids contained the required documents. The bids ranged from a low bid of \$124,502.40 by TGB Unlimited, Inc. to a high bid of \$162,320.00 by HRP, Inc. The Engineer's estimate for this project was \$187,450.00. We have reviewed the bids and have conducted conversations with TGB Unlimited, Inc. They have indicated they are comfortable with their bid. Also, we have reviewed the bids with the Plymouth Utility Superintendent. TGB Unlimited has done limited Municipal Utility work over the past few years, however, we did not find any negative comments concerning the firm when speaking with references. Currently Midwestern Engineers is working with TGB Unlimited on a wastewater/storm water utility project in Silver Lake Indiana and have found their work to be good. Although the Silver Lake project is in the early stages, TGB shop drawing submittals, work and communication has been good. TGB's bid is consistent with other bids submitted and we do not see any evidence of unbalancing the bid. Review of TGB's financial statement did not raise any concerns. Based on our review of the bids and due diligence, we find the bid of TGB Unlimited of South Bend, Indiana to be in order and recommend that the City of Plymouth consider awarding the project to the lowest, responsive and responsible bidder, TGB Unlimited, for the base bid amount of \$124,502.40.

If you have any questions, please feel free to contact us.

Sincerely,

MIDWESTERN ENGINEERS, INC.

Mark M Sullivan, P.E.
Sr. Project Engineer

Attachment: Bid Tabulations

802 W. BROADWAY ST. • P.O. BOX 295 • LOOGOOTEE, IN 47553 • P: 812-295-2800
6809 CORPORATE DRIVE • INDIANAPOLIS, IN 46278 • P: 317-334-0262
meinc@midwesterneng.com • www.midwesterneng.com

ACEC
AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Indiana

Board Members Culp and Houin moved and seconded to award the bid to TGB Unlimited of South Bend Indiana in the amount of \$124,502.40. The motion carried.

Davidson reviewed the following letter of recommendation for the ½ Ton P/U Truck for the Water Department.

City of Plymouth Utilities

<p>Wastewater Treatment Facility 900 Oakhill Avenue Plymouth, Indiana 46563</p> <p>DONNIE DAVIDSON Utilities Superintendent Phone (574)936-3017 Wastewater Treatment Facility</p>	<p>Water Treatment Facility 900 Ledyard Street Plymouth, Indiana 46563</p> <p>LARRY HATCHER JR. Wastewater Assistant Superintendent Pretreatment Coordinator Phone (574)936-2368 Industrial Pretreatment</p>	<p>JEFF YEAZEL Water Assistant Superintendent Phone (574)936-2543 Water Treatment Facility</p>
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May 7, 2018

Board of Works & Safety

RE: Recommendation Water Department ½ Ton Pick-up Truck

Members:

The Water Department requested quotes for 1 – ½ Ton Pick-up Truck from 3 local dealers / 4 different makes and 1 quote from the National Auto Fleet Group:

1. Oliver Ford Lincoln-Mercury 1001 E. Jefferson St. Plymouth, IN (Ford)
2. National Auto Fleet Group 490 Auto Center Dr. Watsonville, CA 95076 (Ford)
3. Martin Country Chevrolet, Inc. 2705 N. Michigan St. Plymouth, IN (Dodge and Chevrolet)
4. Auto Park Buick-GMC 2303 N. Oak Dr. Plymouth, IN (GMC) - **chose not to participate**

½ Ton Pickup Truck (Water Department)

<u>Martin Country Chevrolet, Inc.</u>	
Base Quote (Chevrolet)	\$29,375.55
Trade in Value (1999 Ford F-250 Pick-up)	\$ 800.00
Total Quote Less Trade in	\$28,575.55
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<u>Oliver Ford</u>	
Base Quote (Ford)	\$30,510.00
Trade in Value (1999 Ford F-250 Pick-up)	\$ 650.00
Total Quote Less Trade Ins	\$29,860.00
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<u>National Auto Fleet</u>	
Base Quote (Ford)	\$32,033.00
Trade in Value (1999 Ford XL F-250)	\$ 0.00
Total Quote Less Trade in	\$32,033.00

After review of the quotes the following was noted:

Martin Country Chevrolet, Inc.

- Although Martin Country Chevrolet submitted the low quote there was three items that they did not offer that was in the specifications and one item that was not addressed as meeting/not meeting the specification.
 1. Remote starter
 2. Four corner strobes
 3. Reverse sensing system
 4. 4x4 electric shift on the fly or equal

Oliver Ford

- Oliver Ford quote was second lowest with the submitted quote meeting all specifications.

National Auto Fleet

- National Auto Fleet (Ford) quote was third lowest but did not meet four items within the specifications and offered no trade-in value.
 1. Remote starter
 2. Four corner strobes
 3. Full coverage rubber floor mats
 4. 4x4 electric shift on the fly or equal

Due to the lack of two of the vendors not meeting specifications my recommendation would be to award the quote of Oliver Ford for \$29,860.00 after trade-in of 1999 Ford F-250.

Donnie Davidson, Utilities Superintendent

He stated that although Martin Chevrolet came in \$1,284.45 lower than Oliver Ford, there were four items from Martin Chevrolet, that didn't meet the specifications as requested. He recommended that Oliver Ford be awarded the bid.

Board Members Houin and Milner moved and seconded to award the bid to Oliver Ford, Plymouth Indiana for a total of \$29,860.00. The motion carried.

Davidson reviewed the following letter with the board:

City of Plymouth Utilities

<p>Wastewater Treatment Facility 900 Oakhill Avenue Plymouth, Indiana 46563</p> <p>DONNIE DAVIDSON Utilities Superintendent Phone (574)936-3017 Wastewater Treatment Facility</p>	<p>Water Treatment Facility 900 Ledyard Street Plymouth, Indiana 46563</p> <p>LARRY HATCHER JR. Wastewater Assistant Superintendent Pretreatment Coordinator Phone (574)936-2368 Industrial Pretreatment</p>	<p>JEFF YEAZEL Water Assistant Superintendent Phone (574)936-2543 Water Treatment Facility</p>
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May 7, 2018

Board of Works & Safety

RE: Recommendation Wastewater Department 5500 Series / F-550 with Dump Bed Quotes

Members:

The Wastewater Department requested quotes for 1 - 5500 Series / F-550 with Dump Bed from 3 local dealers / 4 different makes and 1 quote from the National Auto Fleet Group:

1. Oliver Ford Lincoln-Mercury 1001 E. Jefferson St. Plymouth, IN (Ford)
2. National Auto Fleet Group 490 Auto Center Dr. Watsonville, CA 95076 (Ford)
3. Country Auto Chrysler-Dodge-Jeep 2705 N. Michigan St. Plymouth, IN (Dodge and Chevrolet) - **chose not to participate**
4. Auto Park Buick-GMC 2303 N. Oak Dr. Plymouth, IN (GMC) - **chose not to participate**

<u>Oliver Ford</u>	
Base Bid	\$67,541.00
Trade In – 1997 F-350 Dump Truck	\$ 3,500.00
Total after trade in	\$64,041.00
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<u>National Auto Fleet</u>	
Base Bid (Ford)	\$71,620.00
Trade In 1997 F-350 Dump Truck	\$ 0.00
Total After Trade In	\$71,620.00

Oliver Ford Lincoln Mercury met all specifications, National Auto Fleet Group failed to complete and return the required specification compliance form.

My recommendation would be to award to Oliver Ford Lincoln Mercury for \$64,041.00

Donnie Davidson, Utilities Superintendent

Board Members Culp and Milner moved and seconded to award Oliver Ford, Plymouth Indiana for \$64,041.00. The motion carried.

Davidson presented a request from Kokosing Industrial, Inc. for release of retainage related to the Wastewater Treatment Plant Improvements Project for \$2,700.00.

City of Plymouth Utilities

Wastewater Treatment Facility 900 Oakhill Avenue Plymouth, Indiana 46563		Water Treatment Facility 900 Ledyard Street Plymouth, Indiana 46563
DONNIE DAVIDSON Utilities Superintendent Phone (574)936-3017 Wastewater Treatment Facility	LARRY HATCHER JR. Wastewater Assistant Superintendent Pretreatment Coordinator Phone (574)936-2368 Industrial Pretreatment	JEFF YEAZEL Water Assistant Superintendent Phone (574)936 -2543 Water Treatment Facility

5/5/18

Board of Public Works & Safety

RE: Kokosing Industrial, Inc. -Wastewater Treatment Renovation Project – Retainage Reduction

Board Members:

Kokosing Industrial, Inc. has requested the release of retainage related to the Wastewater Treatment Plant Improvements Project. Currently the City is holding \$127,550.00 in retainage and the request is to release \$2,700.00, which would result in \$124,850.00 in retainage to complete the remaining punch list items (doubled).

We have generated the punch list (attached) in coordination with Kokosing representatives and Midwestern Engineers and all are in agreement for the retainage requirements to complete the outstanding punch list items. In addition to the available retainage the City also has a 1-year warranty on the project from the substantial completion date of January 30, 2018.

I am requesting approval for the release of \$2,700.00 to Kokosing Industrial, Inc.

Donnie Davidson, Utilities Superintendent
City of Plymouth

Board Members Houin and Walters moved and seconded the request. Motion carried.

Street Superintendent Marquardt presented a sidewalk request form from Manuel Amezcuro, 323 Lewis Street, Plymouth IN. Amezcuro stated, “Roots have pushed sidewalk up creating tripping hazard. It’s also very unsightly”. Marquardt informed the council that it does fall under the transitional plan, 3E category which is high on the list. He said he could tie it in with projects that have been done in the past. If finances allow, it could be added at the end of this season. Houin informed Marquardt that Center Street deems necessary to at least be looked at. Marquardt isn’t looking for approval for anything right now, but will keep it on his radar. He’ll price it and present it at a later time.

Per Marquardt, the paving contractor is making progress. Marquardt stated that they have the signs up at the corner of Plum St. and Jefferson St., but still need to paint the center line stripe and the curbs.

City Engineer Gaul presented the PW 17-085 for the Surface Treatment Spring Projects. The request is for “No Parking” and lane restrictions from May 21st through June 15th, mainly for the curb, ramp and sidewalk repairs around the curb ramps. There’s also a request for “No Parking” restrictions from June 18th through July 9th for micro surface. The request is for Monday through Friday from 6:00

a.m. to 8:00 p.m. There will be a 48 hour notice given. There is a very minimal lane restriction requested for S. Michigan St. and Webster St. Just north of there, there are two crosswalks that don't meet the ADA standards. They are looking to improve said crosswalks.

Board Members Walters and Milner moved and seconded to approve the requests as presented. The motion carried.

Mayor Senter asked Gaul if he was happy with the micro surface thus far. Gaul stated that there are some areas that are peeling up. He said Oak Rd. is doing well and Marquardt added that there are a few spots on S. Michigan St. that are still covered under warranty. They will be repaired this year.

Clerk Treasurer Xaver presented a request from The Heartland Artists Gallery:

05/01/2018 - The Heartland Artists Gallery will be holding their 5th Annual Art in the Street Event on Saturday, June 23rd from 10-3. We would like to block off Michigan St. between LaPorte & Garro, closing the road from 8 am to 5 pm in order for vendors to set up & take down. As in the past, the event will host art vendors from the region, as well as host local musical & performance acts, food vendors, kids' activities & a craft wine and beer tent. S/Anna Kietzman, President, Heartland Artists Gallery, 101 N. Michigan St., Plymouth, 219-477-0747.

Ms. Kietzman was present to discuss the request and answer questions.

Board Members Houin and Walters moved and seconded to approve the request. The motion carried.

Clerk Treasurer Xaver presented a request from the Yellow River Festival:

05/14/2018 - Kindly take care of the following requests:

- Weapons demonstrations
- River Park Square
- 2 times June 2nd – Saturday
- 1 time June 3rd – Sunday
- Opening, closing canon – very light charge

S/Eric G. Anderson, 401 E. Garro St., Plymouth, 574-261-8496

Eric G. Anderson was present on behalf of the Yellow River Festival, to discuss the request and answer questions. Anderson stated that the first demonstration will be on Saturday 10:00 a.m. and the second one at 6:00 p.m. If there are no complaints about the noise, they will do it again on Sunday.

Board Member Walters suggested that there be some publicity in the newspaper and the radio station to make people aware of what is going to happen. Mr. Anderson was asked by Mayor Senter to go to the six to eight homes on Lake St. and Garden Court to let them know what they are going to do and when, just to give them a heads-up of the noise that is going to be made. Board Member Culp asked that Mr. Anderson communicate with Police Chief Bacon so that he can let his officers know.

Board Members Culp and Walters moved and seconded to approve the request. The motion carried.

Board Members Houin and Culp moved and seconded to allow claims for May 14, 2018. The motion carried.

There being no further business to discuss, Members Houin and Culp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:27 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter, Mayor

The following request was forwarded to the proper committee to act:

4/20/18 – Tree between the road and sidewalk needs to be removed. Limbs of tree falling on vehicles and roots have pushed sidewalk up creating tripping hazard. The tree is on Lewis Street. S/Manuel Amezcuro, Owner, 323 Lewis Street, Plymouth, 574-780-4943.

04/23/2018 – Cut down tree in front yard. Not sure if it is a city tree or mine. S/Felicia Fuentes, 300 S. Fifth St., Plymouth, 561-503-0563.

05/02/2018 – Please check the tree on our property on the Ewing side of the house. I do not know if this tree belongs to the city or to us. S/Sofia Y. Dagaas, Owner, 825 S. Michigan St., Plymouth, 574-780-9221.