

CITY OF EAST CHICAGO
BOARD OF PUBLIC WORKS

BOARD MEMBERS

Val Gomez, President
William Allen, Vice President
Winna Guzman, Member

Regular Meeting Minutes
Wednesday, July 22, 2020 @ 4:30 p.m.

Reported for Fissinger & Associates
By: Lisa Pena

Call to Order: 4:30 p.m.

Roll Call: Present: Val Gomez, William Allen, Winna Guzman.

Minutes: Regular Meeting July 8, 2020

Questions/Comments: None.

Motion to approve July 8, 2020 Regular Meeting Minutes made
by William Allen. Second by Winna Guzman.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

Correspondence: None.

New Business:

MR. GOMEZ: We'll move on to New Business. We are going
to add one item that's not on our agenda to Outstanding
Invoices which would be a late invoice from Robinson
Engineering. That's just to let everybody know.

We're going to start with New Business. First item
on our agenda is Bid Opening for 3727 Main Street Facade
Replacement and Exterior Painting. This is from Engineering.

MS. GUZMAN: Just to note it's 3724.

MR. GOMEZ: 3724?

MS. GUZMAN: Yes.

MR. GOMEZ: Okay. 3724.

1 MR. ALLEN: First one we have is from AMG Construction
2 located at 2037 Birchwood Lane, Highland, Indiana. For the
3 masonry demo \$12,800. For the new masonry facade and
4 installation total cost is \$19,200. For the commercial
5 aluminum windows total cost is \$17,700. For the rear masonry
6 infill at parapet and painting existing wall total cost would
7 be \$28,400. And for the minor roof repair \$8,400. And then
8 the grand total would be \$86,500.

9 MR. GOMEZ: What company was that?

10 MR. ALLEN: AMG. Next we have Nu Creations located at
11 4839 Ivy Street, East Chicago, Indiana. Masonry demo
12 \$13,200. New masonry facade install \$40,000. Commercial
13 aluminum windows \$12,000. Rear masonry infill at parapet and
14 painting existing wall \$8,800. For the minor roof repair
15 \$3,500. Grand total \$110,000.

16 So the Engineering Department will take the bids.
17 We'll link up with Royalty Construction to come back next
18 meeting with a recommendation.

19 MR. GOMEZ: Okay. We'll move on to Bid Opening for City
20 Wide Curb Painting Services. This is from Public Works.

21 MR. ALLEN: First one is Calumet Waste & Recycling
22 located at 1101 East 139th Street, East Chicago, Indiana.
23 It's a unit rate cost. It's \$3.10 per lineal foot for
24 Districts 1 through 6.

25 Next is from Regional Services which is located at
1220 Carroll Street, East Chicago, Indiana. So it says the
price for a three-man crew, truck and sprayer per day is
\$1,250 price not to exceed \$135,000.

Those are the only two bids.

MR. GOMEZ: So the bid forms, there wasn't an identical
bid form for this bid?

MR. ALLEN: No. One just gave a daily price for a
three-man crew.

MR. GOMEZ: And the other one linear feet, right?

MR. ALLEN: One was \$3.10 per lineal feet.

MR. GOMEZ: I had a conversation with the Public Works
Director. He said he would review the bids and get back to

1 us next meeting.

2 We'll proceed with the next item on our agenda.
3 Precision Painting Change Order Number 1, Renovation for
4 Health Department. We have a Change Order which is changing
5 the color in the hallway in the amount of \$5,009.79. This is
6 at the Health Department. Original contract price was for
7 \$118,678.

8 Are there any questions or comments?

9 MS. MORGAN: Would you repeat the original contract
10 amount?

11 MR. GOMEZ: \$118,678. And this one is for \$5,009.79.
12 Are there any questions or comments?

13 Questions/Comments: None.

14 Motion to approve Precision Painting Change Order Number 1
15 made by William Allen. Second by Winna Guzman.

16 Roll Call: "All in Favor": All Abstain: None
17 Opposed: None Motion Carries.

18 MR. GOMEZ: Next item on our agenda is Vigilant
19 Solutions Service Agreement. This is the Police Department.

20 Explanation from the Police Department this Service
21 Agreement is needed for the Police Department's license plate
22 recognition, LPR, equipment and software associated with the
23 same.

24 Vigilant Solutions designs, develops, licenses and
25 services advanced video analysis software technologies for
law enforcement and security market.

ECPD will require basic LPR service package which
is explained on page 6. That's the service package, basic
one. Basic cost would be \$525 per CLK. And I believe we
have three. So that's all we have under basic service.

We have the rate from 0 to 14 it's 525. And I
imagine since they mentioned we have three of these that it
would be three times that.

Currently ECPD has three police vehicles with this
LPR equipment.

1 Any questions or comments?

2 MS. MORGAN: So on page 1 it's not certain what day the
3 contract starts or ends because they don't have a date filled
4 in. But they crossed out the year 2020 and put in 2021. So
5 the contract says -- it's not clear when we begin the terms
6 of the contract. And so therefore it's not clear when we
7 end.

8 So my question would be has the current service
9 agreement expired? Or, you know, does this bind us through
10 the end of 2021? It just was not clear from the text.

11 MR. GOMEZ: I know they've had it for several years,
12 haven't they? Is it possible that this is one of those that
13 continues if nobody terminates it?

14 MS. MORGAN: I don't know. And I can't make a
15 recommendation to you all because I don't know.

16 I know we need the service. But, you know, there's
17 some things missing with the contract that I would like to
18 have a chance to fix. And unless the Police Department has
19 told you it's pressing, that service would end if we didn't
20 approve it, if you didn't approve it today, I would ask that
21 we have until the next meeting to ask some questions and tie
22 up some loose ends.

23 MR. GOMEZ: Okay. Do you want us to table this for next
24 meeting? Or do you want us to make a motion with conditions
25 that they answer questions?

MS. MORGAN: It would be up to you. I prefer to table
it because then, you know, we can address everything. If you
do a conditional approval and we don't get answers, then it
kind of leaves it more in limbo.

MR. GOMEZ: Okay. For the record we'll table the
Vigilant Solutions Service Agreement for the Police
Department until next meeting so our Law Department could
have some questions answered.

And if you could e-mail the Police Chief with your
questions, Carla, so we can get some answers from him.

MS. MORGAN: Okay. We'll do.

MR. GOMEZ: Thank you.

1 MS. MORGAN: Thank you.

2 MR. GOMEZ: We're going to move on to Outstanding
3 Invoices. As I mentioned before at the beginning of the
4 meeting we're adding one, Robinson Engineering Late Invoice
5 dated May 14, 2019 in the amount of \$9,083. This is from the
6 Engineering Department.

7 MR. ALLEN: This is for additional work for the
8 Fitzsimmons Project in regards to the concrete that runs
9 along Main Street. This was additional work that was asked
10 by the Project Manager at the time.

11 The work has been completed. And this was just a
12 late invoice that we received July 13 for work that was done
13 May 2019.

14 MR. GOMEZ: So they just forgot about it or they
15 misplaced this invoice?

16 MR. ALLEN: Right. They apparently forgot to charge for
17 the work.

18 MR. GOMEZ: So it wasn't the City's fault.

19 MR. ALLEN: Yeah. Definitely.

20 MR. GOMEZ: It was the vendor's fault.

21 MR. ALLEN: Uh-huh.

22 MR. GOMEZ: And you said the work was completed?

23 MR. ALLEN: The work is completed, yeah.

24 MR. GOMEZ: Any questions or comments?

25 Questions/Comments: None.

Motion to approve Robinson Engineering Outstanding Invoice
made by William Allen. Second by Winna Guzman.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next we have Outstanding Invoice from
ServePro. This is for Public Works. And this is a Late
Invoice dated 4/20/20 in the amount of \$2,611.51.

1 The reason Mr. Selvie explained to me was the
2 invoice was e-mailed to an employee who was on a leave of
3 absence. And his Department missed it because it was only
4 sent to that employee. And that's when they discovered it.

5 Are there any questions or comments on this Late
6 Invoice?

7 Questions/Comments: None.

8 Motion to approve ServePro Outstanding Invoice made by
9 William Allen. Second by Winna Guzman.

10 Roll Call: "All in Favor": All Abstain: None
11 Opposed: None Motion Carries.

12 MR. GOMEZ: Next we have Late Invoice from Witmer Public
13 Safety Group. This is with the Fire Department. It is an
14 Invoice dated 4/3/20 in the amount of \$233.28. It is for
15 aluminum coat hanger open loop, 1,632 of them. The other
16 price is 729 for the amount of 233. 28.

17 Explanation of the Fire Department and from the
18 Fire Chief was that the company sent the invoice only on July
19 15, 2020.

20 Any questions or comments on this Late Invoice?

21 Questions/Comments: None.

22 Motion to approve Witmer Public Safety Group Outstanding
23 Invoice made by William Allen. Second by Winna Guzman.

24 Roll Call: "All in Favor": All Abstain: None
25 Opposed: None Motion Carries.

26 MR. GOMEZ: Next we have also for the Fire Department
27 Tilden Enterprises. We have three Late Invoices dated
28 4/30/20 each. One for \$1,310, one for \$7 and one for 64
29 cents.

30 This one also was received from the company on
31 7/13/20. According to Chief Serna the company invoiced them
32 late.

33 Are there any questions or comments on this
34 invoice?

35 Questions/Comments: None.

1 Motion to approve Tilden Enterprises Outstanding Invoices
made by William Allen. Second by Winna Guzman.

2 Roll Call: "All in Favor": All Abstain: None
3 Opposed: None Motion Carries.

4 MR. GOMEZ: Next we have Employee Reports. This is from
Human Resources. We have two Late Invoices. One dated
5 3/31/2020 and one dated 4/30/2020 for \$98 and the second one
for \$24.50 for a total of \$122.50. This is from Human
6 Resources.

7 I see the Director here. Would you like to speak
on it?

8
9 HUMAN RESOURCES DIRECTOR: I would just say that we
overlooked two invoices. It's a new vendor for us and we
weren't certain exactly when the billing was coming. And we
10 have very few new hires. This is a background check company.
So services have been performed and invoices were presented.

11 MR. GOMEZ: Any questions or comments?

12 Questions/Comments: None.

13
14 Motion to approve Employee Reports Outstanding Invoice made
by William Allen. Second by Winna Guzman.

15 Roll Call: "All in Favor": All Abstain: None
16 Opposed: None Motion Carries.

17 MR. GOMEZ: Next we have a Late Invoice from Quill. We
have three Late Invoices dated 6/4/2019 for \$18.50, another
one dated 10/14/2019 for \$18.44 and one for 10/14/2019 which
18 is a credit for \$48.56.

19 The reason written on the form is the credit needed
to be applied in order to make necessary adjustments.

20 Any other comments or are we good with that?

21
22 MS. CEJA-RAMIREZ: Esperanza, Planning Department. What
happened is those two invoices were being investigated,
making sure that those charges actually came in effect and
23 were actually being used because we were sending back some
supplies that were being ordered because they were the wrong
24 ones. And in transit those two surfaced. But we had a
credit. So we had to offset it. And that's why those had to
25 come out.

1 So the remaining amount that needs to be made to
2 produce a check is \$16.72. I'm sorry. \$16.27.

3 MR. GOMEZ: Any further questions or comments?

4 Questions/Comments: None.

5 Motion to approve Quill Outstanding Invoice made by William
6 Allen. Second by Winna Guzman.

7 Roll Call: "All in Favor": All Abstain: None
8 Opposed: None Motion Carries.

9 MR. GOMEZ: Next we have a Late Invoice for R & D
10 Construction. This is a Late Invoice dated 4/20/2020 in the
11 amount of \$900. And this is from the Engineering Department.

12 MR. ALLEN: This Invoice was received late. We got it
13 July 15. This is for a small concrete curb repair alongside
14 the exterior of our Columbus Drive Roundabout. Services have
15 been performed.

16 MR. GOMEZ: Any questions or comments on this Late
17 Invoice?

18 Questions/Comments: None.

19 Motion to approve R & D Construction Outstanding Invoice made
20 by William Allen. Second by Winna Guzman.

21 Roll Call: "All in Favor": All Abstain: None
22 Opposed: None Motion Carries.

23 MR. GOMEZ: Next we have from our Compliance Manager,
24 Miss Ramirez, this is to be placed on the record. We have
25 her 2020 Compliance Checks For Disbursements. We have her
2019 and 2020 New Project Compliance Reports, her 2019 and
2020 Water Department Compliance Reports and the 2019 and
2020 Public Works Compliance Reports, the 2019 and 2020 IT
2020 Compliance Reports. She also provides the 2019 and 2020 No
2020 Longer Compliance Projects.

26 Is there anything you would like to add to this?

27 MS. CEJA-RAMIREZ: Just a little bit of more
28 clarification for the disbursement ones. Those are projects
29 which were open in 2019 that flew or flown over through the
30 2020 year. And they actually closed. So that's why you have
31 the 2019/2020 year.

1 And so far the amount that's totaled down there is
2 the amount so far that will be check disbursed to us. So
3 that's the amount so far. I am still waiting to close other
4 ones possibly ideally at the end of August, if not September.

5 Which brings me to the next document that you see
6 here, the New Projects. I still need to get information of
7 the two unit buildings that were offered to be built as
8 brand-new constructions.

9 And for the Water Department we currently have two
10 projects that remain open. One of them actually has ended.
11 But we're still gathering all the information that is needed
12 in order for us to get a good number to verify how much
13 disbursement that will be.

14 The Contract 3 has ended. And we've already
15 provided the Compliance Report. I am happy to report that
16 the Contract 3, which the general contractor was Bowen
17 Engineering Corporation, they were the first company that
18 I've been made aware of since I've been on board who have
19 been able to successfully reach the residential component
20 which is 50 percent. And they actually exceeded that which
21 was 55.54 percent.

22 So what you see, the disbursement, that they would
23 be responsible in paying is the remaining amount of minority
24 that they were not able to fulfill.

25 And Project 4 if it's not complete it's almost
complete. And once we have all the numbers and information
for that I will be providing a Report for that one.

 Next page with Public Works, the Compliance Report
for the Utilities, that needs to be tabled again. I've just
been made aware of other payroll hours which were submitted
which is a variance of 100 hours at least minimum. So I need
to make sure that we adjust the numbers and give you new
numbers based on what has been given to me today.

 The following page, the IT, that is close to
nearing ending in August. So I'm hoping to be able to
provide something by then.

 And as you can tell the No Compliance Projects are
in the back. Those were at some point in time being
considered as projects to undergo Compliance Requirements.
But for some reason they don't meet all the requirements.

1 I do want to add that all the Water Department
2 projects underwent a thorough auditing with the State. And
we were able to successfully fulfill all requirements.

3 So just again to let everyone know we will be
4 revisiting -- I need to table the Revised Report for the E.J.
Block Stadium Utilities. So I'll be providing a Final Report
next time.

5 MR. GOMEZ: Are there any questions for Miss Ramirez?
6 Any questions or comments?

7 As our usual practice this is entered into the
8 record. No motion is necessary. Thank you.

9 MS. CEJA-RAMIREZ: Thank you.

10 MR. GOMEZ: Next item on our agenda we have Resolution
2020-21. This was on 4921 Homerlee.

11 MR. MORRISROE: Mr. President, Richard Morrisroe,
12 Assistant City Attorney. We'd like to withdraw this. There
was some confusion.

13 This is a vacant lot, part of the City Adjoining
14 Lot Program. Both parties want the lot. We had one previous
one in which we granted the lot to someone who was buying the
15 property on contract. That seems to be this situation.
However the party on the other side is buying her property
16 with a conventional mortgage and will not have this
confusion.

17 We have two or three of these in which both
18 parties, both sides are residents and buying the property.

19 Miss Guzman pointed out some problems with this
one. So we would like to simply withdraw it. We have
checked the neighboring property. And we'll bring that back
20 to you in two weeks.

21 MR. GOMEZ: So for next meeting then?

22 MR. MORRISROE: Yes. It will probably be for the other
23 side that we would have a different resolution replacing this
one.

24 MR. GOMEZ: Okay. We'll put it on the agenda for next
25 meeting.

1 Next item we have several Notices to Proceed. We
2 have a Notice to Proceed for D & R Site Construction for
3 demolition of 3818 Main Street. We have a Notice to Proceed
4 for JM Industrial Services for demolition of 3848 Euclid. We
5 have a Notice to Proceed for JM Industrial Services for
6 demolition for 3805 Main. We have a Notice to Proceed for
7 work task and project site asbestos removal with Northwest
8 Indiana Environmental at 4511 Baring. And we have a Notice
9 to Proceed for D & R Site Services for demolition of 4308
10 Magoun.

11 Are there any questions or comments on any of these
12 Notices to Proceed?

13 Questions/Comments: None.

14 Motion to approve Notices to Proceed for D & R Site Services
15 for 3818 Main, JM Industrial for 3848 Euclid, JM Industrial
16 for 3805 Main, Northwest Indiana Environmental for 4511
17 Baring and D & R Site Services for 4308 Magoun made by
18 William Allen. Second by Winna Guzman.

19 Roll Call: "All in Favor": All Abstain: None
20 Opposed: None Motion Carries.

21 MR. GOMEZ: Next item on our agenda is I think Robinson
22 Engineering Billing Rates. But I think we did this before.

23 MR. ALLEN: Yeah. We're just omitting this. We've
24 already approved their rates.

25 MR. GOMEZ: So we already did this one before. Then
we're moving on. The next one also we have from Robinson
Engineering. That's the one where we have an Outstanding
Invoice.

MR. ALLEN: Correct.

MR. GOMEZ: So I believe that's from Engineering.

MR. ALLEN: We should be doing Robinson Engineering
Supplemental for Walsh Avenue.

MR. GOMEZ: Did we bring this up? We brought it up
already on Late Invoice, right?

MR. ALLEN: Yep.

MR. GOMEZ: So that one was already, even though it's on

1 the agenda here it was moved up to Outstanding Invoices.

2 MR. ALLEN: Correct.

3 MR. GOMEZ: So now we're doing Robinson Engineering
4 Supplemental for Walsh Avenue Design. That was from
Engineering.

5 MR. ALLEN: So they had a little bit of an overrun for
6 their design services for reconstruction, Walsh. The extra
is in the amount of \$171.54.

7 MR. GOMEZ: Are there any questions or comments on this
8 proposal for supplemental engineering services for \$171.54?

9 Questions/Comments: None.

10 Motion to approve Robinson Engineering Supplemental Proposal
for Walsh Avenue Design made by William Allen. Second by
11 Winna Guzman.

12 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

13 MR. GOMEZ: Next we have Hasse Proposal for 1210 Chicago
14 Avenue Pavement Restoration. This is from Engineering.

15 MR. ALLEN: This is to restore the pavement on Chicago
Avenue after a sewer collapsed. Repair is to be performed.
16 Sanitation will cover the actual underground repairs and
we'll cover the restoration of the segue.

17 MR. GOMEZ: And this is for \$32,930.

18 MR. ALLEN: Yes.

19 MR. GOMEZ: Any questions or comments on this proposal?

20 Questions/Comments: None.

21 Motion to approve Hasse 1210 Chicago Avenue Pavement
Restoration Proposal made by William Allen. Second by Winna
22 Guzman.

23 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

24 MR. GOMEZ: Next we have another proposal from Hasse for
25 restoration of 148th Northcote to Wegg. This is also from

1 Engineering.

2 MR. ALLEN: Similar to Chicago where Sanitation is
3 funding a portion of the project.

4 We had another sewer failure on 148th. While
5 digging and repairing more issues were found and had to be
6 repaired affecting more of the surface needing to be ripped
7 up and now has to be put back. This is a result of \$71,155
8 worth of asphalt and concrete having to be put back.

9 MR. GOMEZ: Any questions or comments on the proposal?

10 Questions/Comments: None.

11 Motion to approve Hasse 148th Northcote to Wegg Restoration
12 Proposal made by William Allen. Second by Winna Guzman.

13 Roll Call: "All in Favor": All Abstain: None
14 Opposed: None Motion Carries.

15 MR. GOMEZ: That brings us to Right of Way Applications.
16 We have Board of Public Works Permit Application Numbers
17 20-03608 through 20-03611.

18 Are there any questions or comments on these Board
19 of Works Permit Applications?

20 Questions/Comments: None.

21 Motion to approve Permit Applications 20-03608 through
22 20-03611 made by William Allen. Second by Winna Guzman.

23 Roll Call: "All in Favor": All Abstain: None
24 Opposed: None Motion Carries.

25 Other Business: None.

* Next Regular Meeting Date: Wednesday, August
12, 2020 @ 4:30 p.m.

Motion to adjourn made by William Allen. Second by Winna
Guzman.

Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

* Meeting ended at 5:05 p.m.

1 Approval of the Meeting Minutes of
2 Wednesday, July 22, 2020

3 Approved and Signed _____

4
5 _____
6 Val Gomez, President

7
8 _____
9 William Allen, Vice President

10
11 _____
12 Winna Guzman, Member

13
14 _____
15 Olga Cosme, Board Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

C E R T I F I C A T E

I, Lisa Pena, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Portage, Indiana, this 5th day of August, 2020.



Lisa Pena
Notary Public Porter County
Certified Shorthand Reporter
License Number 084-003483

