

CITY OF EAST CHICAGO
BOARD OF PUBLIC WORKS

BOARD MEMBERS

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

Meeting Minutes
Thursday, February 23, 2023 @ 4:30 p.m.

Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 4:16 p.m.

ROLL CALL: Present: Val Gomez, William Allen

STAFF PRESENT: Richard Morrisroe, Julio Arichavala, Jaylan
Robinson, Olga Cosme

MINUTES: Regular Meeting Thursday, February 9, 2023.

Questions/Comments: None.

Motion to approve February 9, 2023 Regular Meeting Minutes
made by Val Gomez. Second by William Allen.

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

CORRESPONDENCE: None.

NEW BUSINESS:

MR. GOMEZ: First item on our agenda are 2023 rates from
Public Works. We have the rates for HEI Utility Contractors
for 2023 with a not to exceed of \$20,000.

We have the rates for Truck Lube and Wash for 2023.
I just noticed I don't see a not to exceed.

We have one from Johnson Controls. Their rates for
2023 with a not exceed of \$20,000.

These are all from Public Works. I'd like to make
a motion we accept these rates for Public Works with the
condition that we get the not to exceed for Truck Lube and

1 Wash from Public Works.

2 Questions/Comments: None.

3 Motion to approve HEI Utility Contractors, Truck Lube and
4 Wash and Johnson Controls 2023 Rates with the condition of
5 receipt of Not to Exceed for Truck Lube & Wash made by Val
6 Gomez. Second by William Allen.

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

9 MR. GOMEZ: We'll move on to Myers Builders,
10 Incorporated from Public Works. This is a proposal, project
11 estimate from Myers Builders.

12 Proposal to supply material, labor, supervision for
13 the following project. It's repair, replacement of roof and
14 rafter salt bin. Whatever salt bin is.

15 The price is for \$14,500. This is from Public
16 Works.

17 It says replace existing shingles, replace damaged
18 plywood, replace damaged 2 by 6 by 16 studs. And apply a
19 30-year dimensional shingle color burnt sienna and frame and
20 secure stud onto existing studs.

21 Any questions or comments on this project?

22 This is for 4802 Alexander Avenue.

23 MR. ALLEN: For 14,500?

24 MR. GOMEZ: It's 14,500.

25 Questions/Comments: None.

26 Motion to approve Myers Builders, Inc. 4802 Alexander Avenue
27 Proposal made by Val Gomez. Second by William Allen.

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

30 MR. GOMEZ: Next we have Zandstra's Farm, Incorporated
31 for Public Works. We have a quote for the hanging baskets
32 for 2023. This includes Block Stadium.

33 It's for finished hanging baskets, new hanging

1 baskets and delivery. The quantity is 243 baskets, finished
2 hanging baskets, 43 new hanging baskets and the delivery
price. Grand total is \$30,786.

3 And they do have the Silver Proprietary Form. This
4 is the firm that's been providing for the past several years
per Public Works Director Rene Cid.

5 Any questions or comments?

6 Questions/Comments: None.

7 Motion to approve Zandstra's Farm, Inc. Hanging Baskets 2023
8 Proposal made by Val Gomez. Second by William Allen.

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

10 MR. GOMEZ: Next we have C&T Lawn & Landscape. We have
11 six proposals.

12 First one is for the Memorial Garden. I believe
this is at Washington Park. I'm not sure. I'm looking here.

13 Memorial Garden Project. Total for Memorial Garden
14 Project is \$8,424.

15 Wait a minute. I think it's the Memorial over
here at Veteran's Park. It's the Veteran's Memorial.

16 Any questions or comments on this proposal?

17 Questions/Comments: None.

18 Motion to approve C&T Lawn & Landscape Memorial Garden
19 Project made by Val Gomez. Second by William Allen.

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

21 MR. GOMEZ: In fact I think I will read all the rest of
22 them. And then we'll do the motion as we get done with them.

23 Next one is for C&T. These are all for C&T Lawn &
Landscaping. The next one is C&T Lawn & Landscaping for the
24 gazebos. The amount is for \$36,729.

25 Is this for all the gazebos in town?

1 MR. ROBINSON: No. This is just for Veteran's Park.

2 MR. GOMEZ: Just Veteran's Park. So the Gazebo Project
3 from C&T Landscape is for \$36,729

4 The next one with C&T Lawn & Landscape is for the
5 flagpole area. Flagpole base at the base of the flagpole,
6 beds around the brick walls. The amount of this is \$20,957.

7 This is also for Veteran's Park? All these are
8 Veteran's Park basically?

9 MR. ROBINSON: Veteran's Park and Mayor's Office.

10 MR. GOMEZ: The next one same company, C&T Lawn &
11 Landscaping, outside circular walk at the flagpole. The
12 total for this project will be \$8,784.

13 The next one is for cutting back perennials at 4525
14 Indianapolis and 4539 Indianapolis. Total for this one to
15 cut back perennials is \$5,985.

16 And the final one is for mulch. This is for 4525
17 Indianapolis and 4539 Indianapolis. And the total for the
18 Mulch Project is the \$12,970.

19 Any questions or comments on the aforementioned C&T
20 Projects?

21 Questions/Comments: None.

22 Motion to approve Aforementioned C&T Lawn & Landscape
23 Projects made by Val Gomez. Second by William Allen.

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

MR. GOMEZ: Next we have two from also Public Works.
This is a project from Public Works. But we do have a
comment and description from Kevin Klocek who is our IT
Director.

This is a maintenance agreement for two existing
Konica Copiers located at the Public Works Facility, a Bizhub
C458 and a Bizhub C250i.

Each is a 24-month agreement. The rates for copy
are .005 for black and .047 for color.

1 So this is a maintenance agreement.

2 Any questions or comments on the maintenance
3 agreement for these two copiers?

4 Questions/Comments: None.

5 Motion to approve Konica Copier Maintenance Agreement made by
6 Val Gomez. Second by William Allen.

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

9 MR. GOMEZ: Next we have also from Public Works
10 ServiScape. There's two projects. One is for the Mayor's
11 Office.

12 The Mayor's Office, these are for annual container
13 installation during the summer, fall, holiday greenery
14 installation containers, landscape, weeding. This is for
15 weeding and planting.

16 So the one for the Mayor's Office is for \$10,275.

17 The other one is for 47 bumpouts. This is
18 installation of annuals during the summer. This is for their
19 maintenance, adding black dirt, adding mulch. Landscape
20 maintenance included. And also cleanup of the beds, the
21 removal of all annual plants.

22 Total for this one is \$63,390.

23 Any questions or comments on these two projects for
24 landscaping with ServiScape?

25 Questions/Comments: None.

26 Motion to approve ServiScape Mayor's Office and Bumpout
27 Proposals made by Val Gomez. Second by William Allen.

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

30 MR. GOMEZ: Next we have also from Public Works
31 Wastewater Vehicle WW-031. This is for trade in. We do have
32 a letter from Public Works Manager Jaylan Robinson.

33 Attached you'll find a description of Wastewater
34 Department Vehicle WW-031.

1 East Chicago Public Works Department is asking for
2 approval to trade in the above truck which will decrease the
price of purchasing a new truck, new vac truck.

3 So he's going to use it as a trade in. And I
4 believe he has the cost of the new one here too, right?

5 MR. ROBINSON: It's here because it's in the title of
the City of East Chicago.

6 MR. GOMEZ: Any questions or comments on this proposal
7 to declare the vehicle for trade in?

8 Questions/Comments: None.

9 Motion to approve Wastewater Vehicle WW-031 Trade In made by
Val Gomez. Second by William Allen.

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

12 MR. GOMEZ: We come to Outstanding Invoices. First one
is from Cintas. We have two from Cintas for Public Works.

13 First one we have late invoices dated 9/23/2022,
14 7/8/2022, 7/8/2022 and another one for 7/8/2022. The grand
total of these invoices is \$1,370.64.

15 The second one with Cintas with Public Works is
16 dated 12/1/2022. And the amount is \$1,200.50.

17 The explanation for the first one was service was
done by Cintas rep, but did not share invoices.

18 I imagine they meant did not send invoices to
19 Public Works Office.

20 Second one the excuse was invoice was signed and
delivered. But invoice was not turned in to the front
21 office.

22 It's a similar type situation.

23 Any other questions or comments on these two
24 Outstanding Invoices with Cintas and Public Works.
25

1 Questions/Comments: None.

2 Motion to approve Cintas Outstanding Invoices made by Val
3 Gomez. Second by William Allen.

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

6 MR. GOMEZ: Next one is from Alert Alarm. This is also
7 from Public Works. We have two invoices dated 11/23/2022,
8 both of them. The total is \$313.30.

9 Explanation is invoices were missed by the front
10 office.

11 Any questions or comments on this invoice?

12 I'm going to read the rest of the late invoices and
13 we'll make one motion at the end.

14 Next one is for the Police Department. It is for
15 Officer Stephen Schindler. The late invoice is dated
16 November 7 through the 10th for 2022. And the total is
17 509.51.

18 Explanation please excuse the late receipts
19 submitted for reimbursement to an officer who attended a
20 police school. He did not submit his receipts in a timely
21 manner.

22 Service Division has had a purchase order on hand
23 since December 1, 2022.

24 Next late invoice is also from the Police
25 Department. The late invoice is dated December 14 through
16, 2022. The amount was \$659.75. It is also for a late
travel invoice.

Explanation was please excuse attached late
invoice. The officer who attended a course did not turn in
their receipts in a timely manner.

That is a reason similar to the previous invoice
for the Police Department. And this one was for Sayra
Jimenez-Segovia.

Next late invoice is for the Fire Department. It's
from Uline. The date is 12/6/22 of the late invoice. The
amount is \$192.44.

1 Explanation is the invoice was missing.

2 Next one is from the Controller's Office. This is
3 for Luke's Car Wash. There are several invoices with
4 different departments. They are all dated November 2022.

5 There's one from Public Works, Planning, Mayor's
6 Office, Building Department, Clerk's Office, Court and
7 Engineering.

8 Explanation was after numerous attempts to try to
9 contact Luke's by telephone and email to correct both the
10 November and December invoices I had no answer until
11 February.

12 The issue was the amounts weren't the correct
13 amounts. And the Controller's Office was trying to get the
14 correct amounts. And it wasn't until February when we
15 received them.

16 Last late invoice is from WJOB. It's for the
17 Mayor's Office. There are three late invoices. The dates
18 are 6/30/2022, 10/3/2022 and 11/2/2022 for a total of \$600.

19 The explanation from the Mayor's Office is received
20 invoices for June 2022 September 2022. And October '22
21 invoice received on February 9 of 2023.

22 So WJOB was late in delivering the invoices.

23 Are there any questions or comments on these late
24 invoices?

25 Questions/Comments: None.

Motion to approve Aforementioned Outstanding Invoices made by
Val Gomez. Second by William Allen.

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

MR. GOMEZ: Next we have JM Industrial. We have a
proposal for 410 and 412 Prospect.

They had a proposal before and it was delayed. It
was a two-day work delay for water, for water not terminated,
Calumet City Plumbing called. And the additional cost to the
project was \$5,200.

1 And because the amount exceeded the 20 percent
2 allowed for a change order, they had to make it into a
3 separate proposal.

4 So I think that's about all the explanation we have
5 on this. Do you have any questions or comments on it?

6 Questions/Comments: None.

7 Motion to approve JM Industrial Services, Inc. 410 and 412
8 Prospect Proposal made by Val Gomez. Second by William
9 Allen.

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

12 MR. GOMEZ: Next we have Asbestos Removal Contract.
13 This is between the City of East Chicago and Safe
14 Environmental, Incorporated. This is for 2120 East Columbus
15 Drive.

16 This is to perform the complete all general
17 asbestos removal work. And the total amount is \$11,500. And
18 this is from the Building Department.

19 Any questions or comments on this Asbestos Removal
20 Contract?

21 Questions/Comments: None.

22 Motion to approve Safe Environmental 2120 East Columbus Drive
23 Asbestos Removal Contract made by Val Gomez. Second by
24 William Allen.

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

MR. GOMEZ: Next we have Federal Protection Agency.
This is from our HR Department.

This is Federal Protection Agency's proposal for
one year. And this is for City Hall security. It's the
lobby control agent.

Their hours are 30 to 60 hours per week at \$26.69
per hour. And it's supposed to be in effect 1/05/2023
through I believe the end of the year.

Any questions or comments on this proposal from

1 Federal Protection for City Hall?

2 Questions/Comments: None.

3 Motion to approve Federal Protection Agency City Hall
4 Security Proposal made by Val Gomez. Second by William
5 Allen.

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

8 MR. GOMEZ: Next we have Resolution 2023-04. It's a
9 waiver of certain rental fees. And these concern the Marina
10 and the Park Department.

11 This is a similar resolution we passed during when
12 Covid started. And basically these two departments because
13 of Covid have not been having events there. And so they're
14 not charging any or collecting any rental or service type
15 fees.

16 The previous one ended I believe in 2022. They're
17 just extending their policy of not renting or charging fees
18 until December 31, 2023, this year.

19 Otherwise it's similar to the previous resolution,
20 same conditions.

21 Any questions or comments on Resolution Number
22 2023-04?

23 Questions/Comments: None.

24 Motion to approve Resolution 2023-04 made by Val Gomez.
25 Second by William Allen.

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

MR. GOMEZ: Next we have Bids Openings for the
following: Alley Drains and Concrete Sidewalks from
Engineering.

MR. ALLEN: First one we have is from Pinto Concrete
located at 4609 Indianapolis Boulevard, East Chicago,
Indiana.

This is for the french drain and alley Project.
We have a total cost of \$38,905.

1 Next we have Pinto Concrete again located at 4609
2 Indianapolis Boulevard, East Chicago, Indiana. This one is
3 for Sidewalk Projects Number 5, 6, 7 and 8.

4 For Project Number 5 Sidewalks we have a total cost
5 of \$134,290. For Project Number 6 we have a total cost of
6 \$110,792.50. For Project Number 7 we have a total cost of
7 \$91,260. And then for Project Number 8 we have a total cost
8 of \$86,580.

9 MR. GOMEZ: That was Pinto's, right?

10 MR. ALLEN: Yes.

11 MR. ALLEN: Next we have R&D Construction 1,
12 Incorporated located at 1015 East 149th Street, East Chicago,
13 Indiana. It looks like this is for Projects 5, 6, 7 and 8.

14 So for Concrete Sidewalks Project Number 5 we have
15 a total cost of \$146,997.50. For Project Number 6 we have
16 \$148,590. For Project Number 7 we have a total cost of
17 \$81,120. For Project Number 8 we have a total cost of
18 \$76,960.

19 And again that was R&D Construction for the
20 concrete sidewalks.

21 Last we have Magner Concrete, LLC located at 8421
22 Cottage Grove Avenue, Highland, Indiana. And they have
23 provided costs it looks like for both the alley drains and
24 concrete sidewalks.

25 So I will do the drains in the alleys first.

 We have a total cost of \$39,235. And again that is
for the drains in the alley.

 Moving onto concrete sidewalks also from Magner,
Project Number 5 we have a total cost of \$132,179. Project
Number 6 we have a total cost of \$110,126.25. For Project
Number 7 we have a total cost of \$94,881. For Project
Number 8 we have a total cost of \$88,023.

 So we'll take these maybe review them or would you
prefer to come back next meeting, Julio?

 MR. ARICHAVALA: I have time now.

 MR. ALLEN: If you want to look at it, let us know if

1 you want to circle back. You can take them now and review
2 them if you want.

3 MR. ARICHAVALA: I have here.

4 MR. ALLEN: Still take them.

5 MR. GOMEZ: He wants to review them right now?

6 MR. ALLEN: He wants to review them right now.

7 MR. GOMEZ: We'll come back to you.

8 Next on our agenda we have two proposals from
9 Midwestern Electric. We have a proposal for 139th Street and
10 Main Street traffic cabinet.

11 Traffic signal location was damaged in automobile
12 collision. Needs to be replaced. The cost of replacement is
13 \$13,128.

14 The second proposal is similar. It's for 140th and
15 Main Street traffic cabinet. This was also damaged in an
16 auto collision and needs to be replaced. The price is the
17 same, \$13,128.

18 Are there any questions or comments on these two
19 proposals for traffic cabinets?

20 Questions/Comments: None.

21 Motion to approve Midwestern Electric Traffic Cabinet
22 Proposals made by Val Gomez. Second by William Allen.

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

25 MR. GOMEZ: Next we have Northwest Industrial Specialist
Marktown Signage. This is for the Engineering Department.

We have Northwest Industrial Specialist 240 by 84
by 1.75 cedar green black on green signs to read Marktown.

MR. ALLEN: There's two existing Marktown signs. One at
the park and the other one near the roundabout. This is just
removing those and placing newer improved versions of them.

They're identical. But just bigger in size.

1 MR. GOMEZ: The price of each is \$4,500 with a total of
2 \$9,000. Installation charge will be \$750 for a total of
3 \$9,750.

4 Any questions or comments on this proposal?

5 Questions/Comments: None.

6 Motion to approve Northwest Industrial Specialists Marktown
7 Signage Proposal made by Val Gomez. Second by William Allen.

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

10 MR. GOMEZ: Next we have Short Elliott Hendrickson
11 Application for Funding. This is an Agreement for
12 Professional Services. This is from the Engineering
13 Department.

14 Do you want to speak to that?

15 MR. ALLEN: No. I'm sorry. This is to be removed.

16 MR. GOMEZ: You want me to remove it?

17 MR. ALLEN: Yeah.

18 MR. GOMEZ: We will remove that from the agenda.

19 Do you want to add it on for the next meeting?

20 MR. ALLEN: No.

21 MR. GOMEZ: Next and finally we come to Right-of-Way
22 Applications. We have Right-of-Way Application Number
23 23-04432 through 23-04433.

24 Any questions or comments on these Board of Public
25 Works Permit Applications?

Questions/Comments: None.

Motion to approve Permit Applications 23-04432 through
23-04433 made by Val Gomez. Second by William Allen.

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

MR. GOMEZ: We'll jump back to Julio. Do you have a

1 comment or do you want to wait until next meeting?

2 MR. ARICHAVALA: You're finished now?

3 MR. GOMEZ: Yes.

4 MR. ALLEN: It's okay if you want to wait until next
5 meeting.

6 MR. ARICHAVALA: I go to the next meeting.

7 OTHER BUSINESS: None.

8 * Next Regular Meeting Date: Thursday, March 9,
9 2023 @ 4:30 p.m.

10 Motion to adjourn made by Val Gomez. Second by William
11 Allen.

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

14 * Meeting ended at 4:52 p.m.

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1 Approval of the Meeting Minutes of
2 Thursday, February 23, 2023

3 Approved and Signed _____
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6 Val Gomez, President
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9 William Allen, Vice President
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11 _____
12 Winna Guzman, Member
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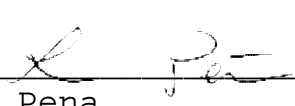
14 _____
15 Olga Cosme, Board Secretary
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C E R T I F I C A T E

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 27th day of February, 2023.



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

