

CITY OF EAST CHICAGO  
BOARD OF PUBLIC WORKS

BOARD MEMBERS

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

Meeting Minutes  
Wednesday, April 28, 2021 @ 4:30 p.m.

Reported for Fissinger & Associates  
By: Lisa Pena

CALL TO ORDER: 4:30 p.m.

ROLL CALL: Present: William Allen, Winna Guzman.

STAFF PRESENT: Carla Morgan, Richard Morrisroe, Olga Cosme.

MINUTES: Regular Meeting April 14, 2021

Questions/Comments: None.

Motion to approve April 14, 2021 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. ALLEN: We'll move on to New Business. We have a  
Sublease Agreement with 219 Health Network from the Law  
Department. Do we have any questions or concerns?

Questions/Comments: None.

Motion to approve 219 Health Network Sublease Agreement made  
by William Allen. Second by Winna Guzman.

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

MR. ALLEN: Moving on to Gateway Maintenance Agreement  
with Public Works. This is for toner, developer, drums and

1 PM kits. This is a two-year agreement.

2 I'm sorry. We also have Rene Cid.

3 MR. CID: Rene Cid, Director of Public Works. I believe  
4 David Robinson sent you a letter here to the Board asking to  
approve this.

5 MR. ALLEN: Yes.

6 MR. CID: Also Ford Fleet Care Consolidation, Ford  
7 Plant, David Robinson sent you --

8 MR. ALLEN: He sent us both of them, two separate items.

9 MR. CID: Right.

10 MR. ALLEN: Since you mentioned it for the Ford Fleet  
11 Care there is no money that we're spending. It's completely  
free. All it does is just consolidate multiple bills into  
one statement?

12 MR. CID: Right.

13 MR. ALLEN: We'll just tackle it one at a time. So  
14 we'll start with the Gateway Maintenance Agreement Program.  
Do we have any questions?

15 Questions/Comments: None.

16 Motion to approve Gateway Maintenance Agreement made by  
17 William Allen. Second by Winna Guzman.

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

19 MR. MORRISROE: The sublease agreement, may I come back  
20 to that, the first item?

21 MR. ALLEN: Okay. What about it?

22 MR. MORRISROE: Just to sign it. Healthy East Chicago  
23 has a sublease with 219 Network which is a St. Catherine  
24 subsidiary. And they have a large chunk of the Health  
Department Building. And they have a sublease, 219 Network  
St. Catherine has a sublease with Healthy East Chicago.

25 And it's simply on the agenda for valid signature  
and the acknowledgement of the City that that sublease is in

1 effect. There had been one previous one.

2 MR. ALLEN: Thank you. Next we have the Ford Fleet Care  
3 Consolidation Agreement. Do we have any questions or  
4 comments?

4 MS. GUZMAN: I do. I know there's some language here  
5 relating to late fees, late payment fees. Can we strike that  
6 out?

6 MS. MORGAN: I had a draft. I'm not sure if it went to  
7 the agenda. But an addendum that stated that they couldn't  
8 charge us a late fee on it. And they agreed to comply with  
9 the Controller's Office policies.

8  
9 So I'll suggest that you approve it conditionally  
10 based on at the next Board of Works Meeting you'll have that  
11 signed addendum that says that they agree to abide by our  
12 policies. I am not quite sure how it got lost in the  
13 translation.

11  
12 Questions/Comments: None.

13 Motion to approve Ford Fleet Care Consolidation Agreement  
14 Contingent on Addendum made by William Allen. Second by  
15 Winna Guzman.

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

16 MR. ALLEN: Next we have Outstanding Invoices. The  
17 first is from Johnson Control.

17  
18 MR. CID: Yes. The reason why the invoices are late is  
19 due to Johnson Control charging taxes on the invoices and not  
20 the right quoted prices.

19  
20 The oldest invoice was not paid on time due to  
21 Johnson Control sending the bill months before service was  
22 provided. Then sent a double bill for a location.

21  
22 It was hard to get a hold of a representative to  
23 fix the mistakes from Johnson Control. So this is why  
24 they're late. Not on our part from Public Works.

23  
24 MR. ALLEN: We have five invoices all from 2020.

24  
25 MR. CID: Yes. The first one was 11/5/2020. Invoice  
Number 87302395. Invoice amount is \$503. The second one was

1 11/4/2020. 87242221 in the amount of \$330.42. The third one  
2 was 11/20/2020. 8728955 Invoice Number in the amount of  
3 \$465. And the next one was 6/1/2020. Invoice number was  
4 21641331 in the amount of \$877.40. The last one, invoice  
5 date was 11/20/2020. Invoice number 87288995 the total of  
6 \$337.

7 So the grand total of all them was \$2,512.82.

8 MR. ALLEN: And services were rendered?

9 MR. CID: Yes, they were.

10 MR. ALLEN: Any questions or comments?

11 Questions/Comments: None.

12 Motion to approve Johnson Control Outstanding Invoices made  
13 by William Allen. Second by Winna Guzman.

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

16 MR. ALLEN: Next we have an Outstanding Invoice from  
17 Cintas from Public Works.

18 MR. CID: That is correct.

19 MR. ALLEN: This one is in the amount of \$514.01.

20 MR. CID: That is correct.

21 MR. ALLEN: Invoice date 12/30/2020.

22 MR. CID: That is correct.

23 MR. ALLEN: Invoice was not submitted to the Public  
24 Works Office. Regular driver was not on route. Therefore  
25 the invoice wasn't dropped off to the Public Works for  
payment.

MR. CID: That is correct.

MR. ALLEN: Services were rendered?

MR. CID: Yes.

MR. ALLEN: Any comments or questions?

1 Questions/Comments: None.

2 Motion to approve Cintas Outstanding Invoice made by William  
Allen. Second by Winna Guzman.

3

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

5 MR. CID: Thank you.

6 MR. ALLEN: No problem. Next we have an Outstanding  
7 Invoice from the Times. Looks like we have two. The reason  
for the late processing was because proof of claim was not  
8 received. The invoice was not sent via e-mail. And it was  
the incorrect e-mail address. Invoice date January 9, 2021  
in the amount of \$31.98.

9

10 And then the second one for the exact same reason.  
Invoice date January 9, 2021 in the amount of \$20.05.

11 Any comments or questions?

12 Questions/Comments: None.

13 Motion to approve Times Outstanding Invoice made by William  
Allen. Second by Winna Guzman.

14

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

16 MR. ALLEN: We have an outstanding invoice from Hasse  
17 Construction. The Engineering Department received the  
invoice on time. However we were waiting for funds to be  
18 allocated. Services have been rendered. Invoice date  
December 31, 2020 in the amount of \$48,043.56.

19 This is for the acquisition of material, standby  
20 material as they were televising and cleaning the sewer for  
Alder.

21 Any comments or questions?

22 Questions/Comments: None.

23 Motion to approve Hasse Construction Outstanding Invoice made  
by William Allen. Second by Winna Guzman.

24

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

1 MR. ALLEN: We have an Outstanding Invoice for Amereco.  
2 This is from the Building Department. Invoice Number 9798,  
3 date 2/4/2021, Invoice amount \$1,350. Services have been  
4 rendered and Invoice was received late.

5 Any comments or questions?

6 Questions/Comments: None.

7 Motion to approve Amereco Outstanding Invoice made by William  
8 Allen. Second by Winna Guzman.

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

11 MR. ALLEN: Next we have the Recommendation from the  
12 East Chicago Police. This is for a fitness room upgrade.  
13 They have selected Bid Number 2 submitted by Direct Fitness  
14 Solutions.

15 The reasons were for better trade-in value, better  
16 quality of equipment, cheaper labor fees for installation and  
17 vendor was highly recommended.

18 The original request for funds was \$60,000. The  
19 bid came in at \$65,659. The Police Department will request  
20 additional funding for the remainder of the cost.

21 Are there any questions or comments?

22 Questions/Comments: None.

23 Motion to approve Direct Fitness Solutions Recommendation  
24 made by William Allen. Second by Winna Guzman.

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

MR. ALLEN: Next we have Change Order Number 4 for Block  
Stadium. This is for Phase 5. This is for testing and  
removal from soil, removal of undergone inlet piping and  
electrical concrete duct banks for the visitor side and home  
side excavation. Total amount \$14,517.

Are there any comments or questions?

Questions/Comments: None.

25

1 Motion to approve Gariup Change Order Number 4, Block Stadium  
Phase 5 made by William Allen. Second by Winna Guzman.

2

Roll Call: "All in Favor": All Abstain: None.

3 Opposed: None Motion Carries.

4 MR. ALLEN: We have Resolution 2021-69. This is Lexipol  
also for the Police Department.

5

6 For the record can you please state your name and  
title?

7 COMMANDER ARCURI: Luis Arcuri, Commander East Chicago  
Police Department.

8

9 MR. ALLEN: And can you just give us just a little bit  
of general information about the resolution, about Lexipol?

10 COMMANDER ARCURI: Lexipol is going to redact and  
implement and go over any rules and regulations that we're  
11 going to change with Administration.

12 Since our Blue Book is over 34 years old, it's  
going to be digitized. All officers will receive a digital  
13 format of that in their e-mail. Any updates legal-wise, they  
will be sent automatically to them.

14

15 And they will also be given a quiz on that to make  
sure that they read it so they're up-to-date with all State  
Statutes that may have been changed or amended.

16

17 MR. ALLEN: And the total cost for this service is  
\$45,819.

18 COMMANDER ARCURI: I believe so, sir.

19 MR. ALLEN: Any questions or comments?

20 MS. MORGAN: The reason I added to the Resolution the  
addendum is it was the company's form contract. And we just  
21 wanted to make sure they know they have to follow, you know,  
they can't charge tax and late fees and that kind of thing.

22

23 So we'll be doing that. We'll be making sure  
that's done with more contracts. But we added, the Law  
Department added that.

24

Questions/Comments: None.

25

1 Motion to approve Resolution 2021-69 made by William Allen.  
Second by Winna Guzman.

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

4 MR. ALLEN: Next we have Resolution 2021-70. This is  
for the purchase of tasers. I believe there are 45 tasers.

5 COMMANDER ARCURI: I have 30 listed, sir.

6 MR. ALLEN: Pardon?

7 COMMANDER ARCURI: I have 30 listed unless there was an  
8 amendment to it.

9 MR. ALLEN: Sorry. My mistake. 30 tasers. In the  
10 amount not to exceed \$82,387.

11 Any comments or questions? Anything Law needs to  
add?

12 MS. MORGAN: Just the same, repeating the same thing.  
13 Just want to make sure they comply with our requirements that  
we can't pay late fees and that kind of thing.

14 Questions/Comments: None.

15 Motion to approve Resolution 2021-70 made by William Allen.  
Second by Winna Guzman.

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

18 MR. ALLEN: Thank you.

19 COMMANDER ARCURI: Thank you.

20 MR. ALLEN: Next we have Midwest Service Group Change  
21 Order Number 1. The original contract was to remediate the  
PNC Building that is owned by the City to get rid of and  
address mold and asbestos.

22 This additional cost was to take of the opening  
23 room or the vestibule area as soon as you come in through the  
main door off of Main Street. Total amount \$2,950.

24 Are there any comments or questions?

25



1 Questions/Comments: None.

2 Motion to approve Midwest Service Group Change Order Number 1  
made by William Allen. Second by Winna Guzman.

3

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

5 MR. ALLEN: Next we have JenStar Asphalt 2021 Unit  
Rates. For the record can you state your name and title?

6

7 MR. ARICHAVALA. I'm Julio Arichavala, City Engineer.  
JenStar sent unit rates for asphalt work throughout the City.  
But I have now four companies. Everything is different  
8 prices.

9 With this one I want to prorate all companies. And  
I make only one price for everything because we have approved  
10 the three before and now I have this for JenStar.

11 Example 6 inches base, 2 inches asphalt wideness,  
5,000. I'm sorry. \$575. Everything like to another  
12 companies. But I have \$6 for one company, 6.50 for another  
company 5.50 for another company. I want to do only one  
13 price for everything.

14 I think it's not a big deal because I talked with  
them. If they accept, if they say yes, I want to work with  
15 you. If they don't accept, I say okay, thank you very much.  
I don't give them the job.

16

17 MS. MORGAN: The legal authority to be able to do this  
is Indiana Code 36-1-12-5 Procedures for Inviting Quotes. If  
you go down to Section D, 2 says the Board, they can award  
18 all this work to the lowest most responsible quoter or the  
Board may reject the quotes submitted.

19

20 And if the Board rejects the quotes under Section 3  
the Board may negotiate and enter into an agreement for the  
work in open market without inviting quotes if the Board  
21 establishes in writing the reason for rejecting the quotes.

22 So basically this Board can establish what the  
prices are for the service and materials involved. So you  
23 can establish and we have to do it in writing.

24 So you can say the price for paving an alley with  
asphalt is, I don't know, \$5.25 per linear foot or something.

25

1 MR. ARICHAVALA: For everything.

2 MS. MORGAN: So we would need to do a resolution that  
3 includes what the rates are that the Board approves and wants  
to pay for these projects.

4 MR. ALLEN: Do we have separate contracts with each  
5 vendor?

6 MS. MORGAN: Yeah.

7 MR. ALLEN: But that resolution accompanies that  
8 contract?

9 MS. MORGAN: Well, the Board should approve the  
10 resolution overall. And then with each contract that  
11 resolution should be included with the contract to say, okay,  
such and such construction company to pave this block, this  
12 alley and this block, you'll receive X amount for each linear  
13 foot of asphalt and Y would be the amount you get for each  
14 linear foot of the concrete and so forth.

15 MR. ALLEN: So what's proper I guess for the next  
16 meeting then to establish that resolution and then moving  
17 forward?

18 MS. MORGAN: Right. What's your timeframe?

19 MR. ARICHAVALA: We can't do like you say because  
20 example now we can't say you go because they are doing -- I  
21 have to go counting everything because they have -- example  
22 R&D, they have a bill to 300,000. I have to give one by one  
23 by one until 300,000.

24 I can't say you go to this you go to this because  
25 we don't know how much money we have for them for everything.  
Maybe it's more money how we pay.

MS. MORGAN: So I suggest that we have a meeting to work  
this out because say you have, I don't know, ten alleys that  
you need to have done. You have to estimate how much each  
job would be and then say the first construction company you  
have a PO open of 300,000, we want you to do, this will  
cover.

23 I am guessing. I don't know all the numbers. So I  
24 am guessing 300,000 would be five alleys. I don't know.

25 So let's meet and we can work it out. You could

1 translate the engineering requirements. And I will do the  
2 legal part. Then we'll have a good resolution for the next  
meeting that makes sense.

3 MR. ARICHAVALA: Okay. No problem.

4 MR. ALLEN: There is no action to make then for the unit  
5 rates? We'll just convene and then have it ready for the  
next Board of Works Meeting?

6 MS. MORGAN: Absolutely. If it needs to be quicker, you  
7 need a special meeting, then that's up to you. If you want  
to set a special meeting for a week from now, whatever you  
8 want to do.

9 MR. ARICHAVALA: We are going to prorate all rates, only  
one price for everything.

10 MS. MORGAN: And that's what that law lets you do. But  
11 we just have to make sure we do it in writing because the law  
specifically says that the Board has to do it in writing.

12 MR. ALLEN: More documentation is needed.

13 MS. MORGAN: Yes.

14 MR. ALLEN: So we'll just move on to Hasse Construction  
15 then for Hemlock Water Main Relocation.

16 MR. ARICHAVALA: Now, this is emergency relocation of  
the water main because when they start to doing the sewer  
17 they found that the water main is only 18 inches deep. It  
have to be minimum 4 feet deep.

18 Now they are going to do immediately this because  
19 they are going to cover with asphalt on the street. If we  
don't want too many complaints from the people because if we  
20 start to do maybe one bid with this after one month, two  
months or three months, I think is no good for the City.

21 Just for that we have two bids. Reith-Riley  
22 \$219,000. And Hasse \$196,000. Hasse is the best option for  
us on this job.

23 MS. GUZMAN: Did you say \$196,000?

24 MR. ALLEN: It's 189.

25 MR. ARICHAVALA: 189?

1 MR. ALLEN: Well, \$189,545. That's Hasse.

2 MR. ARICHAVALA: That the cheaper price.

3 MR. ALLEN: Correct. Any comments or questions on the  
4 recommendation?

5 MS. GUZMAN: Just to note as far as the description of  
6 the items like the fire hydrants, the Water Department does  
7 have fire hydrants available. So if we want to utilize those  
8 hydrants that we have at our shop, then we can do that.

9 MR. ALLEN: That will knock a little bit off the price.

10 MS. GUZMAN: Yes.

11 MR. ARICHAVALA: Okay.

12 MR. ALLEN: Two are needed.

13 MS. GUZMAN: And I can check to see if we have any of  
14 this other stuff.

15 MR. ALLEN: Okay. Very good.

16 MR. ARICHAVALA: Okay. No problem.

17 MR. ALLEN: We'll still approve the total amount.

18 Questions/Comments: None.

19 Motion to approve Hasse Construction Hemlock Water Main  
20 Relocation made by William Allen. Second by Winna Guzman.

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

23 MR. ARICHAVALA: Thank you very much.

24 MR. ALLEN: Thank you. Next we move on to Right-of-Way  
25 Applications. Do we have any comments or questions on the  
Right-of-Way Applications for Permit Applications named  
21-03864 through 21-03874?

Questions/Comments: None.

24

25

1 Motion to approve Permit Applications 21-03864 through  
2 21-03874 made by William Allen. Second by Winna Guzman.

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

5 OTHER BUSINESS: None.

6 \* Next Regular Meeting Date: Wednesday, May 12,  
7 2021 @ 4:30 p.m.

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

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

12 \* Meeting ended at 5:00 p.m.

13

14

15

16

17

18

19

20

21

22

23

24

25

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

Approval of the Meeting Minutes of  
Wednesday, April 28, 2021

Approved and Signed \_\_\_\_\_

\_\_\_\_\_  
Val Gomez, President

\_\_\_\_\_  
William Allen, Vice President

\_\_\_\_\_  
Winna Guzman, Member

\_\_\_\_\_  
Olga Cosme, Board Secretary

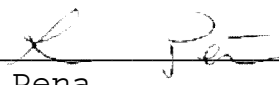
1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

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 8th day of May, 2021.

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

