

CITY OF EAST CHICAGO BOARD OF PUBLIC WORKS
BOARD OF DIRECTORS

BOARD MEMBERS

Val Gomez, President
Winna Guzman, Vice-President
Douglas Powers, Member

Regular Meeting Minutes
Wednesday, September 27, 2021, at 4:30 p.m.

Reporter by Fissinger & Associates, Ltd.
By: Peggy S. LaLonde

Staff Present: Richard Morrisroe
Carla Morgan
James Portalatin
Rene Cid
Keith Selvie
William Allen
Ateria Allen

Call to Order: 4:30 p.m.

Roll Call: Present: Winna Guzman and Douglas Powers

MS. GUZMAN: We'll start the meeting.
Good afternoon. Val Gomez is on vacation at this time.
I'd like to call the order the regular meeting of the
Board of Public Works for September 27, 2021.

First item, we have the minutes of
the regular meeting of September 13, 2021. I make a
motion to approve as written.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

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

MS. GUZMAN: Motion carries.
We have no correspondence and we'll
move on to New Business.

First item is KRONOS Timekeeping,
KRONOS Incorporated, a UKG company. This is for a
one-year agreement for Timekeeping Support and Hosting

1 Services, in the amount of \$46,745.08. Do we have any
questions or comments? (None)

2 There being no questions or
comments, I make a motion to approve the agreement as
3 submitted by IT Department for KRONOS Incorporated, in
the amount of \$46,745.08.

4 MR. POWERS: Second.

5 MS. GUZMAN: Roll call.

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

8 MS. GUZMAN: Motion carries.

9 Next item was also submitted by IT.
It's for KRONOS Incorporated, UKG company, for one-year
agreement for time clock support services, in the amount
10 of \$6,810.55. Do we have any questions or comments?
(None)

11 There being no questions or
comments, I make a motion to approve agreement submitted
12 by IT Department with KRONOS, for support services in
the amount of \$6,810.55.

13 MR. POWERS: Second.

14 MS. GUZMAN: Roll call.

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

17 MS. GUZMAN: Motion carries.

18 Next item is Franciscan Working
Well, 2021 Wellness Offerings from Human Resources.
This is submitted by Pat Melendez. City offers a
19 wellness program to all full-time civil employees to
keep insurance costs down. The proposal submitted
20 includes a rate schedule, which reflects the cost per
city employee of \$51.00. The City has 234 eligible
21 employees who can take advantage of this program. This
is to approve this year's proposal to include their rate
22 schedule and not to exceed amount of \$11,934.00, funding
associated by City Self Insurance Fund. Do we have any
23 questions? (None)

24 There being no questions or
comments, I make a motion to approve the proposal as
submitted, rate schedule, and not to exceed of
25 \$11,934.00.

1 MR. POWERS: Second.

2 MS. GUZMAN: Roll call.

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

5 MS. GUZMAN: Motion carries.

6 Next item is NWI Property
7 Preservation, from Public Works. The scope of work is
8 for the removal and disposal of playground equipment,
9 filling and grading areas. We have director, Rene Cid,
10 present to speak a little bit about this.

11 MR. CID: Good evening, Board. I'm here
12 to speak on the three proposals to remove the swing sets
13 that are in front of the old Penn Center. They are a
14 hazard. They are broken and we'd like to remove them.
15 I have got three proposals here and I would like to go
16 with the first one, which is NWI Property Preservation,
17 for \$15,942.00. The second one was \$17,520.00, and the
18 third one is \$18,000.

19 MS. GUZMAN: Just to note, NWI Properties
20 was \$15,942.00, Home Improvement was 17,000, and United
21 Construction was 18,000.

22 MR. CID: Correct.

23 MS. GUZMAN: We are going to go with the
24 lowest proposal submitted from NWI Property Preservation
25 LLC. Any questions our comments?

MS. MORGAN: I have just one request for
Mr. Cid. We need to do follow-up once they remove, just
to make sure all that they took out is declared surplus.

MR. CID: Will do.

MS. MORGAN: Thank you.

MS. GUZMAN: There being no questions or
comments, I'd make a motion to approve the proposal as
submitted.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

1 Roll Call: "All in Favor": All Abstain: None
Opposed: None

2 MS. GUZMAN: Motion carries.

3 Next Resolution 2021-83, which is
4 resolution of East Chicago Board of Public Works,
5 establishing terms and conditions for the transfer of
6 certain properties owned by the City of East Chicago to
the Department of Redevelopment, which property known as
4601 Magoun. Do we have any questions or comments?
(None)

7 There being no questions or
8 comments, I would make a motion to accept Resolution
number 2021-83 as submitted.

9 MR. POWERS: Second.

10 MS. GUZMAN: Roll call.

11 Roll Call: "All in Favor": All Abstain: None
Opposed: None

12 MS. GUZMAN: Motion carries.

13 Next, Resolution 2021-84, which
14 reads as follows, East Chicago Board of Public Works
15 approving agreement with Gerald Turner, for consulting
16 services, project management, and consulting services
described in attached proposed agreement and retained by
the East Chicago Housing Authority. Amount not to
exceed \$144,000.00. The City would pay half of the
expenses incurred under attached proposal, up to 72,000.
Do we have any questions or comments? (None)

17 There being no questions or
18 comments, make a motion to accept Resolution 2021-84 as
submitted.

19 MR. POWERS: Second.

20 MS. GUZMAN: Roll call.

21 Roll Call: "All in Favor": All Abstain: None
Opposed: None

22 MS. GUZMAN: Motion carries.

23 Resolution 2021-85. City of East
24 Chicago Board of Public Works declaring surplus or
25 obsolete certain vehicle and equipment from the East
Chicago Public Transit Department. Several vehicles due
to age, wear, and high maintenance costs have become

1 unfit for the purpose for which they were intended and
2 Public Transit Department, by its director, has stated
3 the equipment vehicles are obsolete and unsuitable for
4 continued use by the City and has recommended this
5 property be decommissioned and deemed surplus in keeping
6 with Indiana code 5-22-22. Do we have any questions on
7 that resolution? (None)

8 There being no questions or
9 comments, make a motion to approve Resolution number
10 2021-85 as submitted.

11 MR. POWERS: Second.

12 MS. GUZMAN: Roll call.

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

15 MS. GUZMAN: Motion carries.

16 Next item is Lease Extension
17 Agreement for Foundation of East Chicago. This is lease
18 extension agreement between the City of East Chicago and
19 Foundation of East Chicago, terms from January 1st, 2022
20 through December 31, 2022, and the monthly rental amount
21 of \$5,272.65 for the office space located in 100 West
22 Chicago Avenue. Do we have any questions or comments?
23 (None)

24 There being no questions or
25 comments, make a motion to approve lease agreement as
submitted.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

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

MS. GUZMAN: Motion carries.

We are at outstanding invoices.
This is from Law Department for Vis Law for two
invoices, numbers 624 dated 12/17/2019 the second is
number 741, dated 04/10/2020. The reason for invoice
being over 60 days past due, the invoices were sent to
the wrong department and I would make a note that
services were rendered.

MS. MORGAN: The Law Department did
actually order those services way back then. But again,

1 the invoices were sent to the wrong place. I don't know
2 if you had any questions about it, but we did order
those services a while back

3 MS. GUZMAN: Thank you. Any further
4 questions or comments? (None)

5 I would make a motion to approve the
6 late invoices submitted by the Law Department.

7 MR. POWERS: Second.

8 MS. GUZMAN: Roll call.

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

11 MS. GUZMAN: Motion carries.

12 Next outstanding invoice from Fire
13 Department for Theodore Polygraph Service Incorporated,
14 one invoice number 7222, dated February 2, 2021, in the
15 amount of \$200.00.

16 CHIEF CARPENTER: Yes, that e-mail was
17 the invoice and was going to the wrong e-mail. It was
18 going to the former chief's e-mail and we just found out
19 about it recently.

20 MS. GUZMAN: Thank you, Chief.

21 MR. POWERS: I'm assuming they now have
22 the right contact information?

23 CHIEF CARPENTER: Yes, they do. It won't
24 happen again, unless we get another chief.

25 MS. GUZMAN: Thank you. There being know
further questions or comments, I make a motion to
approve the late invoice submitted by the Fire
Department.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

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

MS. GUZMAN: Motion carries.

We have another outstanding invoice.

1 This is from Engineering Department for Gariup
2 Construction, for invoice 1515615, dated 6/30/2021, in
the amount of \$160,841.02.

3 MR. SELVIE: Good evening, Keith Selvie,
4 project management director. Yes, the services were
5 provided for this particular pay application. The
reason for the late invoice was the general contractor
was waiting for waiver of lien from the subcontractors.

6 MS. GUZMAN: Thank you very much. Doug,
7 do you have any questions or comments?

8 MR. POWERS: So is this potential
withholding for the final pay outcome application?

9 MR. SELVIE: We have not submitted -- the
10 Gariup final invoice has not been submitted yet for the
11 application, so it is still ongoing. The one we
referred to earlier was for Midwestern that I spoke with
you earlier about.

12 MS. GUZMAN: Thank you. Any further
13 questions?

14 MR. POWERS: As long as we have potential
withholding, I have no comments or questions.

15 MS. GUZMAN: I make a motion to approve
16 the late invoice submitted by Engineering Department.

17 MR. POWERS: Second.

18 MS. GUZMAN: Roll call.

19 Roll Call: "All in Favor": All Abstain: None
Opposed: None

20 MS. GUZMAN: Motion carries.

21 Now we go to Richardson Disposal,
for demolition services at 4034 Grand Boulevard, in the
22 amount of \$14,500. Do we have any questions or
comments? (None)

23 MR. MORRISROE: I would just note our
24 Building Commissioner is here.

25 MS. GUZMAN: There being no questions or
comments, I make a motion to approve demolition contract

1 for Richardson Disposal, in the amount of \$14,500.

2 MR. POWERS: Second.

3 MS. GUZMAN: Roll call.

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

6 MS. GUZMAN: Motion carries.

7 We have another one here for JM
8 Industrial Services. This is a change order submitted
9 by Building Department related to removal of work for
10 neighbor lot located at 606 East 150th Street, in the
11 amount of \$2200. This scope of work is removal of
12 fencing and vegetation that was not included in the
13 original bid. Do we have any questions or comments?

14 MR. POWERS: Does the Building
15 Commissioner have anything you want to tell us?

16 MR. PORTALATIN: Nothing.

17 MS. GUZMAN: There being no questions or
18 comments, I make a motion to approve for JM Industrial
19 Services, in the amount of \$2200.00.

20 MR. POWERS: Second.

21 MS. GUZMAN: Roll call.

22 Roll Call: "All in Favor": All Abstain: None
23 Opposed: None

24 MS. GUZMAN: Motion carries.

25 Next item submitted by Building
Department, again for approval for two notices to
proceed for demolition. The contractor is JM Industrial
Services, and for the following addresses located at
4807 McCook and 5007-09 Melville Avenue. Do we have any
questions or comments on that? (None)

There being no questions or
comments, I make a motion to approve notice to proceed
for JM Industrial Services relating to 4807 McCook and
5007-09 Melville Avenue.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

1 Roll Call: "All in Favor": All Abstain: None
Opposed: None

2 MS. GUZMAN: Motion carries.

3 MR. PORTALATIN: Thank you very much.

4 MS. GUZMAN: Next item, this is for Block
5 Stadium Phase 5. This is Gariup change order number 11,
6 and we have Mr. Keith Selvie present.

7 MR. SELVIE: Yes. I am seeking approval
8 for this particular change order, Gariup Phase 5 change
9 order number 11, changing the scope. This was to
10 furnish and install a 20-foot wide, eight-foot high
cantilever gate and post and the latch. The total for
the change order is \$10,266.00.

MS. GUZMAN: Any questions or comments?
(None)

11 There being no questions or
12 comments, I make a motion to approve Gariup change order
13 number 11 under the Block Stadium Phase 5 project,
14 amount of \$10,266.00.

15 MR. POWERS: Second.

16 MS. GUZMAN: Roll call.

17 Roll Call: "All in Favor": All Abstain: None
Opposed: None

18 MS. GUZMAN: Motion carries.

19 Next is for Block Stadium Phase 5
20 project, Gariup cash allowance authorization 3 and 4.
21 So under the cash allowance authorization, Gariup seeks
22 to use a portion of the general trade cash allowance
23 number 3 on another trade item for relocating a 20 by
24 8-foot cantilever gate to the first base side of the
field, for total cost of \$2,383.00.

25 MR. SELVIE: Initially in the contract
with Gariup Phase 5, we allocated an allowance of
\$5,000.00 from general trades. We have not used it as
of this point. Certain portion of it, I am asking
permission to authorize the use of that.

MS. GUZMAN: Do we have any questions or
comments?

1 MR. POWERS: This is a different gate,
2 not the one we just approved, the change order?

3 MR. SELVIE: Long story short is we
4 ordered, in the original scope of work, a five-foot high
5 gate and it was an error. It should have been an
6 eight-foot high gate. So what we are doing is, we have
7 to purchase the eight-foot gate and we are going to
8 utilize the five-foot gate over on the first base side
9 of the actual stadium. The change order that I asked
10 permission to get was a portion of the actual total cost
11 and the second authorization, number 4, is the complete
12 total.

13 MS. GUZMAN: There being no further
14 questions or comments, I make a motion to approve Gariup
15 cash allowance authorization number 3 under the Block
16 Stadium Phase 5.

17 MR. POWERS: Second.

18 MS. GUZMAN: Roll call.

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

21 MS. GUZMAN: Motion carries.

22 And then so relating to general
23 cash allowance authorization number 4, and this is the
24 same project and installing the new 20 by eight
25 cantilever gate on the base side of the field, cost of
\$844.00. Do we have any questions or comments on that?
(None)

No questions or comments, I make a
motion to approve Gariup cash allowance number 4 under
Block Stadium Phase 5 project, in the amount of \$844.00.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

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

MS. GUZMAN: Motion carries.

Next item is Lockwood Andrews and
Newman, Inc., this is going to be removed from the
agenda.

Next item is Robinson Engineering,

1 submitted by the Engineering Department relating to
2 Robinson Engineering's proposal to provide design
3 engineering services for Kennedy Avenue and 151st to
4 West Chicago Avenue. The fee for completing -- the cost
5 for completing the work is not to exceed \$98,300.00. If
6 you have any questions or comments for Mr. Allen, he's
7 available to answer.

8 MR. POWERS: I have none.

9 MS. GUZMAN: There being no questions or
10 comments, I make a motion to approve the proposal as
11 submitted.

12 MR. POWERS: Second.

13 MS. GUZMAN: Roll call.

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

16 MS. GUZMAN: Motion carries.

17 The next item is Geocon, we are
18 going to remove that as well, because that is included
19 in the Robinson -- in the previous contractor proposal
20 that was submitted.

21 Then we have Nies Engineering,
22 Supplemental number 1 for Magoun Avenue reconstruction
23 project, from Engineering, to survey the recently
24 constructed 149th Street intersection. The adjusted
25 contract is \$147,600.00 for survey engineering services,
additional cost is \$9,536.00, to provide additional
engineering services. And so the newly revised contract
amount is \$157,136.00.

MR. POWERS: Is there a contract that we
previously approved? Is this a change order?

MR. ALLEN: This is technically a change
order. When we deal with PE services we use the term
supplemental. The original contract was signed years
ago. This should be the first and last supplemental for
this job. We are near the end of design. We are ready
to go out to bid pretty much any week now. So this is
just to finish up the PE portion of that job so we can
construct this project when the weather breaks in 2022.

MR. POWERS: No further questions.

1 MS. GUZMAN: No further questions or
2 comments, make a motion to approve proposal submitted by
Nies Engineering, in the amount of \$9,536.00.

3 MR. POWERS: Second.

4 MS. GUZMAN: Roll call.

5 Roll Call: "All in Favor": All Abstain: None
6 Opposed: None

7 MS. GUZMAN: Motion carries.

8 Next, right-of-way permits. We have
9 six right-of-way permit applications submitted by
10 Engineering, 21-04005 through 21-04010. Do we have any
11 questions or comments?

12 MR. POWERS: I'm kind of curious. So I
13 am looking at these and a lot of them say inspection
14 approved by verbal. I don't see a name. These
15 certificates -- this stuff doesn't seem to be filled
16 out. Is it not related to these applications? Is this
17 something that should be omitted from the department?
18 Just a little confusing to me to be honest with you.

19 MS. MORGAN: I missed the beginning of
20 your question.

21 MR. POWERS: So looking at the permit
22 here, it looks like under the departmental section,
23 inspection approved by, says verbal. I don't see a name
24 or anything. I am assuming it is from Engineering.
25 Some of these sections where it says, certificate of
insurance, and that, you know, is that just left blank
because it is not applicable? I just wasn't certain why
these weren't getting filled out or this information was
seen as inconsequential or what. If you can explain
that.

MR. ALLEN: I don't see exactly what it
is you looking at.

MR. POWERS: The permits to be filled out
by Engineering Department. When they are suppose to be
filled out by Engineering, a lot of this is blank and
says verbal. I don't know what that means.

MR. ALLEN: So I guess it just depends on
the right-of-way application that gets submitted,

1 whether a driveway needs to get installed or repaved.
2 Anything having to do in the public right-of-way, we
3 will sign off as a verbal and we'll conduct our own
4 investigation. That information isn't really shared
5 with the Board members.

6 MR. POWERS: You don't share from the
7 inspection --

8 MR. ALLEN: We do all of that stuff
9 in-house though. The only thing that -- feel free to
10 jump in Carla -- the only thing that we feel needs to be
11 submitted is just the actual job and that the
12 Engineering Department did approval of the work to be
13 conducted.

14 MR. POWERS: It doesn't matter who
15 ordered the work?

16 MR. ALLEN: It's always going to be the
17 City Engineer who approves it.

18 MS. MORGAN: And there are times when you
19 get more information when that's more involved, if they
20 were going to block the right-of-way. If they need a
21 dumpster for a construction related job, and like he
22 said, it's in the driveway or on the curb and it's not
23 obstructing traffic, then the information we get is
24 really basic. If there is going to be a right-of-way
25 that's blocked, and it's going to be blocked for a week
or something, then that's when the department will get
more detailed on them.

MR. POWERS: Thank you.

MS. GUZMAN: There being no further
questions or comments, make a motion to approve
Engineering Department's right-of-way permit
applications.

MR. POWERS: Second.

MS. GUZMAN: Roll call.

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

MS. GUZMAN: Motion carries.
Moving on to other business. There

1 are no items under other business. And note our next
2 regular Board meeting is scheduled for Monday,
3 October 11, 2021, at 4:30. This concludes our meeting
4 and I make a motion to adjourn.

5 MR. POWERS: Second.

6 MS. GUZMAN: Roll call.

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

9 MS. GUZMAN: Motion carries.

10 ***** Meeting Adjourned *****

11 Approval of the Regular Meeting Minutes of
12 September 27, 2021
13 Approved and Signed September 27, 2021.

14
15 _____
16 Val Gomez, President

17 _____
18 Winna Guzman, Vice President

19
20 _____
21 Douglas Powers

22 _____
23 Ateria Allen, Secretary
24
25

C E R T I F I C A T E

I, Peggy S. LaLonde, 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 the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 1st day of October, 2021.

Peggy S. LaLonde

Peggy S. LaLonde, CSR, RPR



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