

**PORTER COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, MAY 10, 2016
1:00 P.M.**

(The entire meeting is available to watch on the Porter County website.)

The regular meeting of the Porter County Board of Commissioners convened at 1:00 p.m. on Tuesday, May 10, 2016 in the Commissioners' Chambers of the Administration Center.

Those present were: Commissioners John Evans, Laura Blaney, Jeff Good, County Attorney Scott McClure; Administrative Assistant Rhonda Young and Recording Secretary Autumn Joiner.

Call to Order/Pledge

Approval of Payroll – May 2nd , 2016

Com. Blaney moved to approve the payroll of May 2nd, 2016, Com. Good seconded, motion carried.

Approval of Claims – April 21st and May 5th, 2016

Com. Blaney moved to approve the claims for April 21st and May 5th, 2016, Com. Good seconded, motion carried.

Stephen Kromkowski, DLZ

Technical Review Committee - Criteria Scoring Opening of sealed cost proposals

Mr. Kromkowski, I'm Steven Kromkowski with DLZ, we are acting as the technical criteria developer. The last time we met we talked about opening the cost proposals at this meeting. Part of that process is that there is a scoring and rating based on criteria that is the first step of a two-step process. So what we have before you is the total of three reviewers each reviewer scored the proposals that were submitted, they did not take a look at the costs at all those are still in sealed envelopes. Each one scored theirs independently and it varied slightly from reviewer to reviewer, but in the end we took the average score. And so in the end this average score is then brought in with the cost and those two are merged together to get the adjusted priced calculation. With that the Core-epoch-Millies-abonmarche their average score was 460.33 and these four are purely numerical. They correspond to the criteria but it's not a percentage or anything, it's just purely a numerical number. Gariup Construction and M2ke Design, their average score was 307 and then Larson-Danielson Construction Company their average score was 440. So we take each one of those and we open the cost proposals.

Atty. McClure, Just a second, she had another set of bids to open for today.

Mr. Kromkowski, So the next step after the best value is determined by the State how the statutes are read. We take a look most of the time there's qualifiers within those cost proposals. It will be our responsibility to sit down and confirm that and make sure that whoever has that best value price. It's included then you begin essentially a negotiation with them to confirm the final contract amount. The next time we meet the anticipation is that we will have a set scope as well as the dollar amount to present to you so you can enter into a contract. The scope of work as I say you negotiate. You're not changing the scope of work you're only confirming the final total aspects of the project. You're view everybody and judging everybody on the same set of parameters and then after you select that best value then you go forward with deciding upon the final contract amount.

Com. Evans, So what you're saying is the envelopes we're going to open once they get here the lowest bidder may not necessarily be the winner of the contract given the averaging of the scores from the reviewers and the bid process.

Mr. Kromkowski, You could conceivably have a low bidder with a higher cost proposal and they could end up becoming the best value and vice versa. You could have the highest value with not necessarily the lowest bid and you would still be able to award it to them based on the calculation. You just take one number and divide it into the other and that is the adjusted cost.

Com. Evans, Did she not have the right bids?

Atty. McClure, She had a different set so she went to go get the other set.

Com. Evans, Are we ready Vicki?

Ms. Urbanik, For my portion?

Com. Evans, No for the bids.

Ms. Urbanik, Can we defer to that I have to get some clarification. The person who handles that we were only told to bring the Highway quotes today so I need to check with her and she's currently in a meeting right now.

Com. Evans, I would like to suggest that you go interrupt her.

Ms. Urbanik, I'm certainly trying to.

Com. Evans, Vicki let's go ahead and do the bids first. I have to ask because this is supposed to be a sealed bid why are they opened?

Ms. Urbanik, Scott can you explain that?

Atty. McClure, The boxes came in all sealed and then the actually plans that were graded earlier were taken out and those remained in the box in the custody of the Auditor's office and I was present when they were opened. To be clear what happened was pursuant to the design build process these were the actual proposed designs and the Auditor's office is the keeper of one of those sets so that is why Vicki went to retrieve was that set of drawings at Judy's desk. She is the lady who had these things and because I was part in opening the box because I knew what I was looking for and what they looked like. So I was able to get them, they are all still sealed. Here is one from Gariup Construction, Larson-Danielson.

Com. Evans, A rough estimate from Gariup Construction \$1,800,000.00. The next one is from Larson-Danielson, this does not say rough estimate this says the estimate. \$2,753,082.00 Larson-Danielson, LaPorte, Indiana. Core Epoch Millies and Abonmarche \$3,095,883.00. Somehow I don't feel as though we're comparing apples to apples. We are going to meet again on the 17th of May and by then we'll have worked all of the details out. Stephen is that pretty much assured?

Mr. Kromkowski, Correct.

Office Holders/Dept. Heads

Sharon Lippens – ITS Director

Adams Remco Purchase Agreement – Copier Replacement for 911

Adams Remco Copier Maintenance Agreement - 911

Adams Remco Copier Maintenance Agreement – Adult Probation

Ms. Lippens, We have a copy machine that was purchased for 911 that was later discovered was too big and would not fit in the area that they had available for it. So we had to remit to purchase a different machine for them. In the mean time we also had a request from Adult Probation here in the Administration Center for a new copy machine. (Inaudible) described what they needed and that is exactly what the 911 machine was so we will be reallocating that machine from 911 that is why we have two different maintenance agreements. A maintenance agreement for the quantities that Adult Probation requires and then the new machine and maintenance for the 911 request.

Com. Blaney moved to approve for the new copier and the two maintenance agreements, Com. Good seconded, motion carried.

Ms. Lippens, I just wanted to let you to know as well it's been discussed previously to review our current fleet. I have completed that review. I did identify 10 machines that were actually or wouldn't say that were over billing but the quantities that the offices identified that they were printing was overstated and so I'm going to be working with the vendor to reduce those quantities, reduce those bills because they are not utilizing them being that they cut back on copying or they've online type of things so that will generate some savings as well and also make the machines last longer.

Vicki Urbanik – Auditor
Dossett Consulting – Agreement Professional Consulting Services

Ms. Urbanik, I have two contracts before you both of which are I guess it would be fair to say extension of existing contracts that the Auditor's office had. The first one is with Dossett this is the vendor that has been providing our cost allocation plan. The cost allocation plan annually is a required report required by the OMB in order to obtain federal costs related to federal grants. In this particular case we're talking about the federal IV Child Support Program. Dossett has been with us I believe three years now and he has provided either a yearly contract or a three year service agreement. I'm requesting the three year because overall there is a cost saving. I will say that the actual plan is an indirect cost itself so we also get 66% reimbursement for the \$9,000.00 fee.

Com. Good, Scott have you reviewed this for a three year term?

Atty. McClure, Yes, because we're actually two years behind. So the last term in office for this Auditor will actually her...it matches up correctly.

Com. Good, Okay, thank you.

Com. Good moved to approve, Com. Blaney seconded, motion carried.

SRI – 2016 Tax Sale Contracts

Ms. Urbanik, This is being presented on behalf of the County Treasurer and the County Auditor's office because we both have to sign it. This is the company that provides our annual tax sale services and the cost is increasing from \$70.00 per parcel fee to a \$75.00 fee and it's just for this year.

Com. Blaney moved to approve, Com. Good seconded, motion carried.

Lori Daly – Expo Center Director
Swing Gate Proposals - *Postponed*

Communication Company - Agreement for annual NFPA 72 Fire Alarm Tests & Inspection

Ms. Daly, This is the company that installed the fire alarm so they come and test it every year.

Com. Evans, And the cost?

Ms. Daly, \$1,167.00.

Com. Good moved to approve, Com. Blaney seconded, motion carried.

Paint Quotes for fence, poles and top rail.

Ms. Daly, The Fair Board has gotten two quotes that are in front of you. They have chosen MMWBL quote for \$10,940.64 and they have requested that the Commissioners pay for half. They will paint the fence along 49 along Division to Gate 1, just past Gate 1 and then back North between Expo East and the Main Hall. Then possible the gate along the midway that goes North but we're going to hold off on that until we see where the water is coming from.

Com. Evans, So they want us to pay half and they're going to pay half so we're going to each pay around \$5400.00.

Ms. Daly, Correct \$5470.32.

Com. Blaney moved to approve, Com. Good seconded, motion carried.

Com. Good, I'd also like to point out too that the Fair Board is also painting all of their fair barns this year.

Ms. Daly, They are painting, they're starting with the 4H Building so the first two and then 4H they're painting that. The 5 barns, Buggy Wheel, the Horse Tower, Horse Barn and that's underway not the painting but they power washed everything. And they are actually

gutting the inside of the Buggy Wheel bathroom. They are putting in all new sinks, toilets, stalls, showers all new fixtures. Everything is in motion.

Com. Evans, Are they going to have all of the renovations done for the soon to be world famous Commissioners Ball?

Ms. Daly, No unfortunately.

Scot MacDonald – Interim Director Opera House

MTI - Production Contract

R & H Theatricals – License Agreement

DPS – Nonprofessional License Agreement

NIETF - Venue Rental Agreement

James Molin – Artist Agreement

Duo Sequenza/Debra Silvert – Venue Rental Agreement

Vicki Zimmerman – Artist Agreement

Keith Palazalo – Artist Agreement

Adrienne Lineback – Artist Agreement

Matthew Klemm – Artist Agreement

SBS Records – Michelle Malone – Artist Agreement

Com. Blaney, Can we do these all together?

Com. Evans, I believe we could.

Com. Blaney moved to approve all of the Opera House contracts, Com. Good seconded, motion carried.

Report from Commissioners

South District

1. LPA Claim Form #2 for County Road 100 South 2000 ft. West of County Road 725 West. 2000 Ft. East of County Road 500 West. For intersection and sign distance improvement in the amount of \$687.00. Recommend approval.

Com. Blaney moved to approve, Com. Good seconded, motion carried.

All Districts

1. Open requests for proposals: Porter County is seeking proposals from qualified consultants for preparing a roadway. Asset inventory of all roads in unincorporated Porter County. Porter County has approximately 800 center line miles of road in its inventory and does maintain a data base of some features. Recommend approval.

Com. Blaney moved to approve, Com. Good seconded, motion carried.

Com. Good, Just to give everybody an update as to what we're doing here. The proposals went out to where our Highway Department is seeking quotes for a consulting company to come in and help us put together the Pazur Roadway System Program. The Pazur Program is relevant from the standpoint if you follow state government our State passed a bill this year where there is matching funds available for paving and it's up to 50% matching funds. In order to be able to get qualified for those matching funds your county has to demonstrate that you're implementing the Pazur Roadway Maintenance Program which is very similar to what the State's roadway system program is. So what this does is this puts us in compliance for matching paving dollars with the State of Indiana by accelerating putting the Pazur Program into place a little bit earlier than what is normally. We will award the contract to the low bid to where they would come in and start implementing with our Highway Department this new Pazur Road Program. So that is Step 1 and about three things we have to do to qualify for the State match fund on paving. So that is how this being pushed forward for anyone that is interested in wanting to know.

Com. Evans, The first bid is from DLZ of Munster, Indiana and the compensation portion of their proposal is for \$76,500.00. The next one is from SEH of Indiana it is for \$171,900.00. The third is from American Structure Point in Indianapolis, Indiana. Their bid is form \$128,500.00. Why don't we give these to Ray let him take them back. Do you want to do this today Ray or do want to come back at our next meeting?

Ms. Urbanik, Yes, 3991. We reviewed that and that's not really Dues and Subscriptions so we're creating that new account for them.

Com. Evans, Gariup's bid, the real bid is \$2,989,762.00, not the \$1,800,000.00.

Atty. McClure, And the \$1,800,000.00 was part of one of the required insurance documents. That's why it was a rough estimate.

Com. Evans, I have a couple announcements. Our next meeting will be May 17th right here in this chamber at 1:00 p.m. and then the month of June this body is only going to meet one time because of lack of work here. So we will meet on the 14th of June at 1:00 p.m. in this building. Does anyone have anything else? Anyone wishing to address this body?

With no further business to discuss, the meeting was recessed at 1:30 p.m.

**BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA**

John A. Evans

Laura M. Blaney

Jeffrey J. Good

Attest: _____
Vicki Urbanik, Auditor