

## COMMISSIONERS' MEETING

November 27, 2017

The Bartholomew County Commissioners met in regular session on November 27, 2017, in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Rick Flohr, Larry Kleinhenz and Carl Lienhoop were present. County Attorney J. Grant Tucker and County Auditor Barbara Hackman were also present.

Chairman Lienhoop called the meeting to order and County Assessor Lew Wilson gave the Invocation and led the Pledge of Allegiance.

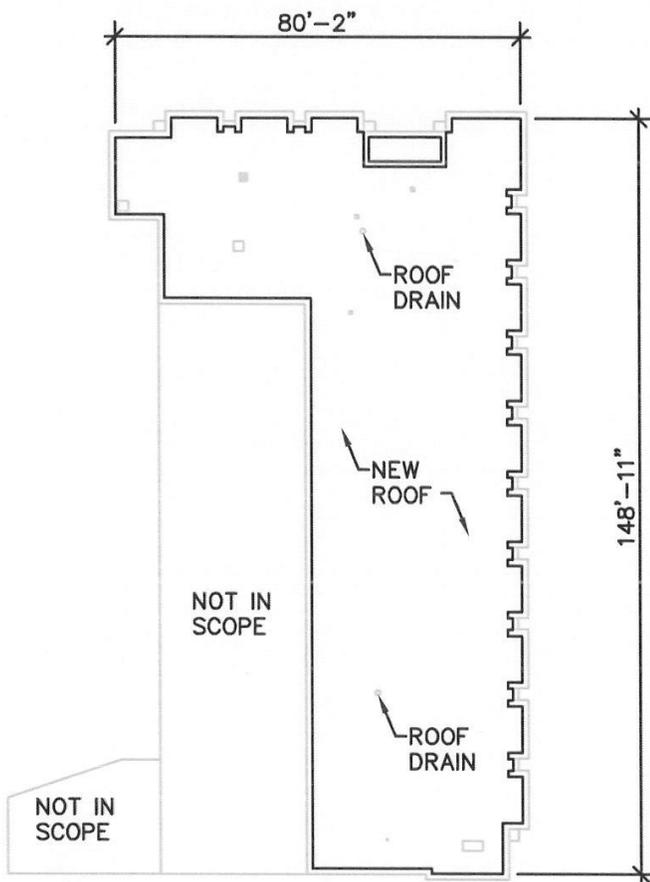
The first order of business was the approval of the Commissioners' Meeting Minutes for November 20, 2017. Audience member, Mike Lovelace, had noticed an error in the last paragraph of Page 2. The Master Maintenance Agreement is with "Jim" Gordon, not "Jeff" Gordon. Commissioner Flohr made a motion to approve the minutes subject to the change. Commissioner Kleinhenz seconded the motion that passed unanimously.

Next was the approval of claims. Commissioner Kleinhenz motioned to approve the claims, except for the Recorder's Office claim to Information & Records Associates, Inc. which is still being researched. Commissioner Flohr seconded the motion which passed unanimously.

The next item was weekly reports. Chairman Lienhoop read the New Permit Report dated 11/20/17 to 11/24/17. Fourteen (14) permits were issued with fees collected of \$2,771 and estimated construction costs of \$1,432,087.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: stoned along roads; patched pipes with hot mix on 425E, 250S, and 400W; fixed a ditch on 1100E; cleaned out a ditch in Newbern; took down a tree on 950S; and put up signs.

Next, Charlie Day presented for consideration, a professional services agreement with DLZ, Indiana, LLC, for the **Government Office Building roof replacement**. DLZ would develop the design and construction documents for a single-unified bid. The intent is to replace the existing upper roof, including all penetration and curb flashings and trim. Exhibits A and B of the contract list the scope of work and fee structure and are inserted here.



**SCOPE OF WORK**

**DEMOLITION**

- 1) REMOVE EXISTING EPDM MEMBRANE ROOF AND POLYISOCYANURATE ROOF INSULATION TO DECK.
- 2) REMOVE EXISTING COPINGS, ROOF PENETRATION AND CURB FLASHINGS, AND OTHER ROOF ACCESSORIES AS REQUIRED TO PERFORM NEW WORK.
- 3) INSPECT CONCRETE DECK AND PATCH/REPAIR ANY DEFECTS AS NEEDED PRIOR TO INSTALLATION OF NEW WORK.

**NEW WORK**

- 1) INSTALL NEW INSULATION; SLOPE INSULATION TOWARD EXISTING ROOF DRAIN LOCATIONS. INSULATION MINIMUM THICKNESS IS TO MEET CURRENT ENERGY CODE REQUIREMENTS.
- 2) INSTALL NEW MEMBRANE ROOFING MATERIAL TO EXTENTS SHOWN ON PLAN, INCLUDING ROOF OVER ELEVATOR EQUIPMENT. PROVIDE ROOFING MEMBRANE ACCESSORIES AROUND EXISTING ROOF ACCESS HATCHES, VENTS, ROOF DRAINS, MECHANICAL EQUIPMENT AND ANTENNA SUPPORTS.
- 3) PROVIDE NEW COPINGS ALONG ALL EXISTING PARAPET EDGES. SEAL AS REQUIRED TO PREVENT INFILTRATION OF ELEMENTS.
- 4) PROVIDE MINIMUM 20 YEAR WARRANTY ON ROOFING SYSTEM.

**ROOF PLAN**

SCALE: N.T.S.

	BARTHOLOMEW COUNTY GOVERNMENT OFFICE BUILDING ROOFING PROJECT	DRAWN: KRS	PROJECT NUMBER	SKETCH NUMBER
		CHK'D: EBR	---	E-A
APPR'D: EBR	REFERENCE DRAWING			
DATE: NOV. 15, 2017		A. 1		

**EXHIBIT B**  
**DLZ INDIANA, LLC - STANDARD FEE STRUCTURE**  
**ENGINEERING/ARCHITECTURAL**  
**2017**

<i>Activity Code</i>	<i>Employee Classification</i>	<i>2017 Hourly Rate</i>
1	Principal	\$220.00
49/49D	Division Manager/Director	\$205.00
50	Department Manager	\$185.00
55/4	Registered Land Surveyor/Survey Coordinator	\$135.00
80/217	Senior Project Manager / Project Manager II	\$185.00
21/216	Project Manager I	\$170.00
341/340/556/557	Electrical/Mechanical/Structural Engineer VI	\$170.00
555/565/214	Engineer V/Architect V/Landscape Arch. V/Planner V/Scientist V/Geologist V / Surveyor V	\$165.00
554/564	Engineer IV/Architect IV/Landscape Architect IV/Planner IV/Scientist IV/Geologist IV	\$160.00
53/58	Engineer III/Architect III/Landscape Architect III/Planner III/Scientist III/Geologist III	\$140.00
52/57	Engineer II/Architect II/Landscape Architect II/Planner II/Scientist II/Geologist II	\$130.00
51/56	Engineer I/Architect I/Landscape Architect I/Planner I/Scientist I/Geologist I	\$105.00
28	Designer I	\$95.00
472	Designer II	\$110.00
473	Designer III	\$125.00
29	Technician	\$75.00
147	Construction Observer Manager /Administrator	\$125.00
152	Construction Observer	\$100.00
43	Clerical	\$65.00
430	Office Services Coordinator	\$75.00
6	Intern	\$50.00

	<i>Crew Classification</i>	<i>2017 Hourly Rate</i>
142/99	2 - person Topographic Survey Crew (straight time)	\$200.00
142/99	2 – person Topographic Survey Crew (over time)	\$265.00
63	1 – person Field Crew	\$120.00
63	1 – person Field Crew (over time)	\$160.00
GPS	1 – person GPS/RTK Field Crew	\$160.00
SCAN	HDS Laser Scanning Crew	\$260.00
13/94	Field Survey Technician / Survey-Mapping Assistant	\$85.00

<i>Reimbursable Expenses</i>	<i>Rate</i>
Mileage	\$0.535/mile
Travel Expenses	@ Cost
Living Expenses	@ Cost
Reproduction	Cost plus 20%
Subconsultants	Cost plus 20%
Equipment Rental	Cost plus 20%

Rates are subject to revision on January 1 of each year. Cost of living/inflation increases of 3 to 7% per annum can be anticipated.  
S:\Dept\Administration\Clerical\RATES\2016 Hourly Rates - DLZ Indiana.docx

Services will include an on-site pre-bid meeting and on-site progress meetings. The amount of the contract is \$14,250. The last roof replacement was less than satisfactory, highlighting the need for professional planning and preparatory assessments this time. Commissioner Kleinhenz made a motion to enter into the agreement with DLZ. Commissioner Flohr seconded the motion that passed unanimously.

The next two **agenda items were removed** for consideration at this time: (1) a grant application from the Sheriff's Department, and (2) the maintenance agreement with the Recorder's Office.

Commissioner Kleinhenz added that specifications were being created for a large **HVAC project** at the courthouse to begin the first of next year. The County Council has approved funding for the project estimated to range from \$400,000 to \$600,000.

The next agenda item was the Monthly **Animal Control Report** for October, 2017. Commissioner Flohr read the report as follows: there were 129 cases, 40 animals were picked up, 142 audits, 1 violation, no fines, no bite cases, 5 door hangers placed, 3 reclaimed animals, and 7 traps loaned to the public. The two vans traveled a total of 3,811 miles. Commissioner Flohr motioned to accept the Monthly Animal Control Report for October, 2017. Commissioner Kleinhenz seconded the motion that passed unanimously.

Commissioner Kleinhenz acknowledged receipt of the **Clerk's Monthly Report** dated July 31, 2017, signed by County Clerk Jay Phelps. He moved to accept the July report. Commissioner Flohr seconded the motion which passed unanimously.

Next, Chairman Lienhoop read the Monthly **Veterans' Services Report** for October, 2017. The Veterans' Office conducted 111 scheduled, walk-in, and/or outside interviews; made 226 contacts by phone/mail; traveled 1,152 miles; made 11 trips to the VA Hospital; and processed 19 new applicants. Chairman Lienhoop made a motion to accept the report. Commissioner Kleinhenz seconded the motion that passed unanimously.

The next Commissioners' Meeting will be held on Monday, December 4, 2017, at 10:00 a.m. in the Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY  
COMMISSIONERS

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CARL H. LIENHOOP, CHAIRMAN

ATTEST:

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LARRY S. KLEINHENZ, MEMBER

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BARBARA J. HACKMAN

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RICHARD A. FLOHR, MEMBER