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**BILL NO. S-14-05-27**

**SPECIAL ORDINANCE NO. S-61-14**

AN ORDINANCE approving CHANGE ORDER #1 FOR CONTRACT - NORTH AREA METER INSTALLATION - RES. #66274 & 75959 between VANGUARD UTILITY SERVICE, INC. and the City of Fort Wayne, Indiana, in connection with the Board of Public Works.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

**SECTION 1.** Common Council previously passed Special Ordinance No. S-26-14 approving the North Area Meter Installation – Res. #66274 & 75959. That CHANGE ORDER #1 FOR CONTRACT - NORTH AREA METER INSTALLATION - RES. #66274 & 75959 by and between VANGUARD UTILITY SERVICE, INC. and the City of Fort Wayne, Indiana, in connection with the Board of Public Works, is hereby ratified, and affirmed and approved in all respects, respectfully for:

All labor, insurance, material, equipment, tools, power, transportation, miscellaneous equipment, etc., necessary for approval of Change Order #1 to the Contract for North Area Meter Installation project. The change order is adding to the current contract to install water meters and radios in the Aqua Indiana southwest area:


involving Change Order #1 cost of NINETY-FIVE THOUSAND, SEVEN HUNDRED TWENTY-ONE AND 90/100 DOLLARS (\$95,721.90) Total new contract price is THREE HUNDRED THIRTY-TWO THOUSAND, TWO HUNDRED FIFTY-ONE AND 9/100 DOLLARS - (\$332,251.90). A copy of said Change Order is on file with the Office of the City Clerk and made available for public inspection, according to law.

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**SECTION 2.** That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

  
\_\_\_\_\_  
Council Member

APPROVED AS TO FORM AND LEGALITY

  
\_\_\_\_\_  
Carol Helton, City Attorney

# Memo

Date: May 22, 2014  
To: Common Council Members  
From: Ben Groeneweg, City Utilities, Program Manager: Utility Asset Management and Sustainability  
Re: **Change Order #1 to North Area Meter Installation**

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## Council Districts 4

City Utilities is requesting approval of change order #1 to the North Area Meter Installation project. The change order is adding to a current contract with Vanguard Utilities to install water meters and radios in Fort Wayne. The additional meters and radios will be installed in Aqua Indiana's southwest area. We are working together with Aqua Indiana to implement a drive-by water meter reading system, prior to City Utilities ownership of Aqua Indiana's water utility in Fort Wayne.

### Implication of not being approved:

- 2,200 of the 12,200 water meters in the southwest part of the city, currently served by Aqua Indiana, will continue to be manually read by walking meter readers after the acquisition.
- There is a much higher reading error rate with manual meter reading. Additionally it is very inefficient in comparison to drive-by radio meter reading.

### If Prior Approval is being Requested, Justify: n/a

The additional services requested in this change order will be managed by Aqua Indiana. City Utilities is extending this contract and providing the Contractors services to Aqua Indiana. Aqua Indiana's contractor was nearly twice the cost of City Utilities contractor. City Utilities will provide meters, radios, and the contractor.

City Utilities recommends, and the Board of Public Works has approved, the change order #1 to North Area Meter Installation increasing the original contract price by \$95,721.90. Including this change order the new contract price will be \$332,251.90.

### **Council Introduction Date: June 3, 2013**

CC: BOW  
John Clark  
Len Poehler  
Kurt Roberts  
Matthew Wirtz  
Diane Brown  
File

**CHANGE ORDER**

Change Order No. 1  
 Name of Project: North Area Meter Installation

Contract No. \_\_\_\_\_  
 Resolution No. 66274 & 75959  
 W.O. No. 66274 & 75959  
 Date: May 15, 2014

To: Vanguard Utility Service, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

ITEM NO.	QUANTITY	DESCRIPTION OF CHANGE DESCRIPTION	UNIT PRICE	CHANGE IN CONTRACT PRICE	
				DECREASE	INCREASE
1	LS	Work Allowance	\$20,000		\$10,000
2	1,116	New meter and Sensus radio installation with access to the house	\$50.34		\$56,179.40
3	1,010	Radio upgrade for existing meters with Sensus radios	\$29.25		\$29,542.50
TOTAL DECREASE					
TOTAL INCREASE					
NET INCREASE/DECREASE					

The sum of \$ 95,721.90 is hereby INCREASED the total contract price and the final contract price shall be adjusted as follows:

Original Contract Price	\$ 236,530.00
Current Contract Price Adjusted by Previous Change Order(s)	\$ 95,721.90
New Contract Price Including this Change Order	\$ 332,251.90 <b>B6</b>

The time provided for completion in the contract for this project is **changed** due to this Change Order. The date for completion of all work shall be **changed to September 30**. Furthermore, this document shall become an amendment to the contract and all provisions of the contract shall apply hereto.

Recommended by: [Signature] Contract Manager Date 5/20/2014  
 Accepted by: [Signature] Contractor Date 5/19/14  
 Approved by: [Signature] Manager Engineering Support Services Date 5-20-2014

Approved by BOARD OF PUBLIC WORKS:

[Signature] Date 5/21/14  
 Robert P. Kennedy, Chair

[Signature] Date 5/21/14  
 Mike Avila, Member

[Signature] Date 5/21/14  
 Kumar Menon, Member

Attested by: [Signature] Date May 21, 2014  
 Victoria Edwards, Clerk

Date May 15, 2014

Change Order No. 1

Resolution No. 66274 & 75959

**REQUEST AND JUSTIFICATION FOR CHANGE**

1. Necessity for change:

In partnering with Aqua to complete the transfer of water customers to City Utilities water, this change order is to complete the installation of water meters and radios. This additional work is to be completed prior to the transition and will be managed by Aqua. We are using City Utilities contract because of the competitive pricing we received. Having a fully radio meter system prior to the transition will benefit the customers. There will be an increase in bill accuracy and there will no longer be a meter reader walking across customers lawns to collect reads. The reads will be collected quickly and efficiently from a drive-by unit.

2. Will proposed change alter size of the project? Yes X No

If yes, explain

Yes, there will be an additional 2,126 water meter accounts converted to radio read.

3. Affect on operation and maintenance cost of this project:

This will reduce operational costs by reducing time spent collecting reads and increasing customer satisfaction by reducing errors. This will also reduce maintenance cost because all the meters will be less than 5 years old after this project is complete.

## ATTACHMENT TO CHANGE ORDER

The following language shall be added to the contract. These additions shall only apply for meters and radios installed in the south west side of Fort Wayne.

1. The Contractor shall schedule appointments between 7:30 – 4:00 unless they receive permission from Aqua to schedule at another time. Reasons for scheduling outside of these times include customer's request for another time.
2. The contractor shall replace all wire from the meter to the radio except for the following reasons.
  - a. The Contractor will not be required to replace existing three strand wire.
  - b. The Contractor will not be required to replace two strand wire where only the radio is installed.
3. The Contractor shall be managed by Aqua Indiana and work with their staff.

Public Hearing Date, if applicable \_\_\_\_\_

Read the first time in full and on motion by Councilman Geoff Paddock  
Read the second time by title and referred to the City Utilities Committee  
Committee. Read the third time in full and on motion by Councilman  
Paddock, placed on passage by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
<u>TOTAL VOTES</u>	<u>8</u>	_____	_____	<u>1</u>
BENDER	<u>✓</u>	_____	_____	_____
CRAWFORD	_____	_____	_____	<u>✓</u>
DIDIER	<u>✓</u>	_____	_____	_____
HARPER	<u>✓</u>	_____	_____	_____
HINES	<u>✓</u>	_____	_____	_____
JEHL	<u>✓</u>	_____	_____	_____
PADDOCK	<u>✓</u>	_____	_____	_____
SHOAFF	<u>✓</u>	_____	_____	_____
SMITH	<u>✓</u>	_____	_____	_____

DATED: 6-10-14 Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as  
(ANNEXATION) (APPROPRIATION) (GENERAL) (SPECIAL) (ZONING) ORDINANCE  
(RESOLUTION) NO. S-61-14 on the 10<sup>th</sup> day of  
June, 2014

ATTEST:  
Sandra E. Kennedy  
SANDRA E. KENNEDY,  
CITY CLERK

Robert A. Bender  
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 11<sup>th</sup> day  
of June, 2014, at the hour of 11:00 o'clock AM. E.S.T.

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 12<sup>th</sup> day of June  
2014, at the hour of 10:30 o'clock AM. E.S.T.

Thomas C. Henry  
THOMAS C. HENRY, MAYOR

**BILL NO. S-14-05-27**

**REPORT OF COMMITTEE ON CITY UTILITIES**

**JUNE 3, 2014**

*Geoff Paddock, Chair  
John Shoaff, Co, Chair  
All Council Members*



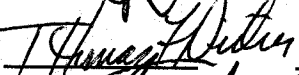
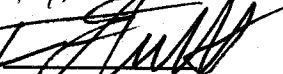

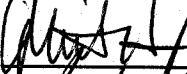
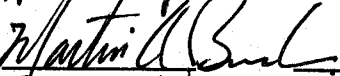
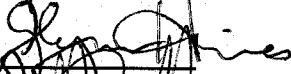

**AN ORDINANCE** approving Change Order #1 for Contract - North Area Meter Installation - RES. #66274 & 75959 between Vanguard Utility Service, Inc., and the City of Fort Wayne, Indiana, in connection with the Board of Public Works. **COMMITTEE ON CITY UTILITIES HAVE HAD SAID** Ordinance under consideration and beg leave to report back to the Common Council that said ordinance

DO PASS

DO NOT PASS

ABSTAIN

NO REC

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**SANDRA E. KENNEDY  
CITY CLERK**

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**BILL NO. S-14-03-23**

SPECIAL ORDINANCE NO. S-26-14

AN ORDINANCE approving NORTH AREA METER INSTALLATION - RES. #66274 & 75959, W.O. #66274 & 75959 between VANGUARD UTILITY SERVICE, INC. and the City of Fort Wayne, Indiana, in connection with the Board of Public Works.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

**SECTION 1.** That the NORTH AREA METER INSTALLATION - RES. #66274 & 75959, W.O. #66274 & 75959 by and between VANGUARD UTILITY SERVICE, INC. and the City of Fort Wayne, Indiana, in connection with the Board of Public Works, is hereby ratified, and affirmed and approved in all respects, respectfully for:

All labor, insurance, material, equipment, tools, power, transportation, miscellaneous equipment, etc., necessary for Installation of approximately 4,500 water meters and radios. The Contractor shall remove existing meters and install new meters. The contractor shall install the radio on the outside of the structure and run wire from the meter to the radio. The majority of the meters are located on the inside of the house:

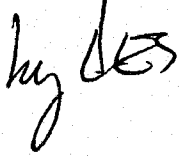
involving a total cost of TWO HUNDRED THIRTY-SIX THOUSAND, FIVE HUNDRED THIRTY AND 00/100 DOLLARS - (\$236,530.00). A copy of said Contract is on file with the Office of the City Clerk and made available for public inspection, according to law.

**SECTION 2.** That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

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Jeff Pellone  
Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney  
Carol Helton, City Attorney  
by 

CITY OF FORT WAYNE, INDIANA

Vanguard Utility Service, Inc.  
(Vendor Name)

VENDOR DISCLOSURE STATEMENT RELATING TO:

1. FINANCIAL INTERESTS;
2. POTENTIAL CONFLICTS OF INTERESTS;
3. CURRENT AND PENDING CONTRACTS OR PROCUREMENTS

Vendors desiring to enter into certain contracts with the City of Fort Wayne, Indiana (the "City") shall disclose their financial interests, potential conflicts of interest and current and pending contract or procurement information as set forth below.

The following disclosures by Vendors are required for all contracts with annual payments by the City in the amount of \$25,000 or more. Vendors shall disclose the financial interests, potential conflicts of interest and other contract and procurement information identified in Sections 1, 2 and 3 below as a prerequisite for consideration of an award of contract by the City. This Disclosure Statement must be completed and submitted together with Vendor's contract, bid, proposal, or offer.

A publicly traded entity may submit its current 10K disclosure filing in satisfaction of the disclosure requirements set forth in Sections 1 and 2 below.

**Section 1. Disclosure of Financial Interest in Vendor**

a. If any individuals have either of the following financial interests in Vendor (or its parent), please check all that apply and provide their names and addresses (attach additional pages as necessary):

(i) Equity ownership exceeding 5%

(ii) Distributable income share exceeding 5%

(iii) Not Applicable (If N/A, go to Section 2)

Name: Vanguard Utility Service, Inc. Name: \_\_\_\_\_

Address: 1421 W. 9th Street Owensboro, KY 42301 Address: \_\_\_\_\_

b. For each individual listed in Section 1a., show his/her type of equity ownership: sole proprietorship  stock  partnership interest  units (LLC)  other (explain) \_\_\_\_\_

c. For each individual listed in Section 1a., show the percentage of ownership interest in Vendor (or its parent): ownership interest: \_\_\_\_\_ %

**Section 2. Disclosure of Potential Conflicts of Interest (not applicable for vendors who file a 10K)**

For each individual listed in Section 1a., check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If "Yes", please describe using space under applicable subsection (attach additional pages as necessary):

a. City employment, currently or in the previous 3 years, including contractual employment for services. Yes \_\_\_\_\_ No. X \_\_\_\_\_

- b. City employment of "Member of Immediate Family" (defined herein as: spouse, parent, child or sibling) including contractual employment for services in the previous 3 years. Yes \_\_\_\_\_ No.  X
- c. Relationship to Member of Immediate Family holding elective City office currently or in the previous 3 years. Yes \_\_\_\_\_ No.  X
- d. Relationship to Member of Immediate Family holding appointive City office currently or in the the previous 3 years Yes \_\_\_\_\_ No  X

**Section 3. DISCLOSURE OF OTHER CONTRACT AND PROCUREMENT RELATED INFORMATION**

- a. Does Vendor have current contracts (including leases) with the City? Yes \_\_\_\_\_ No  X
- b. If "Yes", identify each current contract with descriptive information including purchase order or contract reference number, contract date and City contact using space below (attach additional pages as necessary).
- c. Does Vendor have pending contracts (including leases), bids, proposals, or other pending procurement relationship with the City? Yes \_\_\_\_\_ No.  X

If "Yes", identify each pending matter with descriptive information including bid or project number, contract date and City contact using space below (attach additional pages as necessary).

**Section 4. CERTIFICATION OF DISCLOSURES**

In connection with the disclosures contained in Sections 1, 2 and 3 Vendor hereby certifies that, except as described in attached Schedule A:

- a. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, been debarred, suspended, proposed for debarment declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. No officer or director of Vendor (or its parent) or individual listed in Section 1a. Is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offense;
- c. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, had one or more public transactions (federal, state or local) terminated for cause or default;
- d. No officer or director of Vendor (or its parent) or individual listed in Section 1a. has, within the five


(5) year period preceding the date of this Disclosure Statement, been convicted, adjudged guilty, or found liable in any criminal or civil action instituted by the City, the federal or state government or any other unit of local government; and

- e. Neither Vendor, nor its parent, nor any affiliated entity of Vendor, or any of their respective officers, directors, or individuals listed in Section 1a. Is barred from contracting with any unit of any federal, state or local government as a result of engaging in or being convicted of: (i) bid-rigging; (ii) bid-rotating; or (iii) any similar federal or state offense that contains the same elements as the offense of bid-rigging or bid-rotating
- f. Pursuant to IC 5-22-16.5, Vendor hereby certifies they do NOT provide \$20 million dollars or more in goods or services to the energy sector of Iran. Vendor also certifies it is not a financial institution that extends \$20 million dollars or more in credit that will provide goods or services to the energy sector of Iran or extends \$20 million dollars or more in credit to a person identified on the list as a person engaging in investment activities in Iran.

The disclosures contained Sections 1, 2 and 3 and the foregoing Certifications are submitted by

<u>Vanguard Utility Service, Inc.</u> (Name of Vendor)	<u>1421 W. 9th St. Owensboro, KY 42301</u> Address <u>(270) 926-4646</u> Telephone <u>sales@vusinc.com</u> E-Mail Address
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The individual authorized to sign on behalf of Vendor represents that he/she: (a) is fully informed regarding the matters pertaining to Vendor and its business; (b) has adequate knowledge to make the above representations and disclosures concerning Vendor; and (c) certifies that the foregoing representations and disclosures are true and accurate to the best of his/her knowledge and belief.

Name (Printed) <u>Robert A. Bates</u>	Title <u>President</u>
Signature <u></u>	Date <u>3/04/2014</u>

**NOTE: FAILURE TO COMPLETE AND RETURN THIS FORM WITH YOUR DOCUMENTATION MAY RESULT IN YOUR CONTRACT, OFFER, BID OR PROPOSAL BEING DISQUALIFIED FROM CONSIDERATION.**

**AGREEMENT  
BETWEEN OWNER AND CONTRACTOR  
ON THE BASIS OF A STIPULATED PRICE**

Resolution 66274 & 75959

Work Order 66274 & 75959

THIS AGREEMENT is by and between the Board of Public Works of the City of Fort Wayne, Indiana (hereinafter called Owner) and **Vanguard Utility Service Inc.** (hereinafter called Contractor).

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

**ARTICLE 1 – WORK**

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

**Installation of approximately 4,500 meters and radios. The contractor shall remove existing meters and install new meters. The contractor shall install the radio on the outside of the structure and run wire from the meter to the radio. The majority of the meters are located on the inside of the house. The contractor shall be responsible for contacting the property owner and coordinating an installation time.**

**ARTICLE 2 – THE PROJECT**

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

**North Area Meter Installation**

**ARTICLE 3 – ENGINEER**

3.01 The Project has been designed by Ben Groeneweg, which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents. Owner will confirm to Contractor prior to issuance of Notice to Proceed as to who will serve as Engineer.

**ARTICLE 4 – CONTRACT TIMES**

4.01 Time of the Essence

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 Days to Achieve Substantial Completion and Final Payment

- A. The Work will be substantially completed within **150 days** after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within **180 days** after the date when the Contract Times commence to run.
- B. Definitions of Substantial Completion for this Work shall consist of **all meters and radios are installed and in working order. If contractor was not able to install a meter they shall have made at least three attempts to have contacted the customer.**

4.03 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner **\$500.00** for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner **\$250.00** for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

**ARTICLE 5 – CONTRACT PRICE**

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- A. Not Used
- B. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:

UNIT PRICE WORK

See Article 5 (itemized Bid Schedule) of the Bid Form 00 41 00-3 attached

**Two Hundred Thirty-Six Thousand, Five Hundred Thirty Dollars and Zero Cents**

**(\$236,530.00)**

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions,

estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

C. Not Used.

## ARTICLE 6 – PAYMENT PROCEDURES

### 6.01 Submittal and Processing of Payments

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

### 6.02 Progress Payments; Retainage

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment within 30 days of receipt during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

a. 95% of Work completed (with the balance being retainage). and

b. 95% of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100% of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200% of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

C. If the contract is in excess of \$200,000, the contract will be subject to the standard Board of Public Works escrow agreement unless written notice is received from Contractor prior to execution of the Agreement stating that an Escrow Account is not desired. If an Escrow Account is not desired, then the Board of Public Works, in accordance with IC 36-1-12-14, shall hold the retainage and will not pay interest on the amounts of retainage that it holds

### 6.03 Final Payment

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

### ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the maximum rate allowed by law at the place of the Project.

### ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
  - A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
  - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
  - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
  - E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
  - F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. In connection with the performance of Work under this Contract, Contractor agrees to comply with Anti-Discrimination Under Indiana Code Chapter 5-16-6-1 and be bound by Chapter 93.036, of the Code of the City of Fort Wayne, Indiana of 1974, passed by the Common Council of the City of Fort Wayne, Indiana as General Ordinance No. G-34-78 (as amended) on December 12<sup>th</sup>, 1978. Contractor shall file a Manpower Utilization Report for this project with the Compliance Office within ten (10) days after completion of the construction or upon request of the Office of Compliance.

## ARTICLE 9 – CONTRACT DOCUMENTS

### 9.01 Contents

- A. The Contract Documents consist of the following:
  - 1. This Agreement (pages 00 52 00-1 to 00 52 00-11, inclusive);
  - 2. Escrow Account Agreement (pages 00 54 43-1 to 00 54 43-3, inclusive);
  - 3. E-Verify Affidavit (page 00 54 53-1, inclusive);
  - 4. Performance Bond Form (pages 00 61 13.13-1 to 00 61 13.13-2, inclusive);
  - 5. Payment Bond Form(pages 00 61 13.16-1 to 00 61 13.16-2, inclusive);
  - 6. Guaranty Bond Form(pages 00 61 31-1 to 00 61 31-2, inclusive);
  - 7. General Conditions (pages 00 72 00-1 to 00 72 00-41, inclusive);
  - 8. Supplementary Conditions (pages 00 73 00-1 to 00 73 00-10, inclusive);
  - 9. Specifications as listed in the Table of Contents of the Project Manual
  - 10. Addenda (numbers 1 to 1, inclusive);
  - 11. Attachments to this Agreement (enumerated as follows);
    - a. Contractor's Bid Schedule (page 00 41 00-3);

- b. Documentation submitted by Contractor prior to Notice of Award (pages \_\_\_ to \_\_\_, inclusive);
12. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
- a. Notice to Proceed (pages \_\_\_\_\_ to \_\_\_\_\_, inclusive).
  - b. Work Change Directives.
  - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

## **ARTICLE 10 – MISCELLANEOUS**

### 10.01 Terms

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

### 10.02 Assignment of Contract

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### 10.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

### 10.04 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be

valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

#### 10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
  4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### 10.06 Emerging Business Enterprise (EBE) Participation

**EBE Retainage Requirements** – If the Contractor is in compliance with the provisions of the construction Contract the Owner will make payments for such work performed and completed. Pursuant to Executive Order 90-01 (amended 5-8-06); the Owner will retain five percent (5%) of the Contract Price to ensure compliance with the EBE participation requirements. Upon final inspection and acceptance of the Work, and determination by the Fort Wayne Board of Public Works that the Contractor has made a good faith effort to subcontract ten percent (10%) of the Contract Price to emerging business enterprises, the Contractor will be paid in full.

In the event there is a determination that good faith compliance with these EBE participation requirements has not occurred, appropriate reduction in the final payment pursuant to paragraph 10.06.E will be made.

If the Contract Price is in excess of \$200,000, the contract will be subject to the standard Board of Public Works escrow agreement. However, payments to the Contractor are not to exceed 95% of the total Contract Price until the Owner has verified that the Contractor has made good faith efforts to attain the 10% EBE goal stipulated in here within. Payment of the final 5% of the total Contract Price will be dependent upon acceptance of the Work, in accordance with Paragraph 14.07 of the General Conditions, and good faith efforts to comply with these EBE participation requirements; subject to reduction in the event of non-compliance as provided in paragraph 10.06.E.

- A. **Request for Waiver** – If, at the time final payment application is made, Contractor has not attained the ten percent (10%) EBE goal, Contractor shall file with the final payment application a “Request for Waiver.” Said Request for Waiver shall contain a written description of the efforts taken by Contractor to attain the ten percent (10%) EBE goal.
- B. **Determination of Waiver Requests** – The Contract Compliance Department of the City of Fort Wayne shall examine all Requests for Waiver to determine if Contractor’s efforts constitute good faith efforts to attain such goal and shall submit recommendations concerning said requests for Waiver for the final determination of the Board of Public Works of the City of Fort Wayne.
- C. **Good Faith Efforts**. – In determining whether or not the Contractor used “good faith” efforts, the following shall be considered:
1. Whether the contract can be subdivided as determined by the Engineer and Administrator of Contract Compliance;
  2. Availability of certified EBE businesses to participate as subcontractors;
  3. Non-competitive price quotes received from EBE firms. The Board of Public Works’ determination for granting a reduction or waiver of the goal because of higher quotes from EBE firms will be based on factors that include, but are not limited to the following:
    - a. The Engineer’s estimate for the work under a specific contract;
    - b. The Contractor’s own estimate for the work under the subcontract;
    - c. An average of the valid prices quoted for the subcontract;
    - d. Demonstrated increase in other contract costs as a result of sub-contracting to EBE firm(s).
  4. Documented measures taken by the Contractor to comply with the EBE participation goal;
  5. EBE subcontractor failed to fulfill their obligation in regard to the time delivery of goods and/or services. Also in regards to the quality of the goods and/or services set forth in the bid specifications.

6. Such other matters as the Board of Public Works deems relevant.
- D. **Consequences of Noncompliance** – In the event the Board of Public Works approves a recommendation that Contractor failed to make good faith efforts at compliance, the Contract Price shall be reduced by the amount calculated as the difference between the EBE participation goal of 10% and the actual participation level met by the Contractor, but in no case shall it be reduced by more than 5%. Said amount shall be added to the City of Fort Wayne EBE Bond Guarantee Fund and Contractor agrees to accept the reduced amount as full payment under the terms of his/her Contract.
- E. **Waiver Approved** – In the event the Board of Public Works determines that a good faith effort to comply with these EBE participation requirements has been made, the Contract Price shall not be reduced, and the balance owing to the Contractor shall be paid in full.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement (Contract/Resolution Number 66274 & 75959). One counterpart has been delivered to Owner, and one counterpart delivered to Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on \_\_\_\_\_, \_\_\_\_\_ (which is the Effective Date of the Agreement).

**CONTRACTOR:**

**VANGUARD UTILITY SERVICE, INC.**

BY: \_\_\_\_\_  
(Name)

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_  
(Date signed by Contractor)

Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OWNER:**

**CITY OF FORT WAYNE**

BY: \_\_\_\_\_  
THOMAS C. HENRY, MAYOR

**BOARD OF PUBLIC WORKS**

BY: \_\_\_\_\_  
ROBERT P. KENNEDY, CHAIR

BY: \_\_\_\_\_  
MIKE AVILA, MEMBER

BY: \_\_\_\_\_  
KUMAR MENON, MEMBER

ATTEST: \_\_\_\_\_  
VICTORIA EDWARDS, CLERK

DATE: \_\_\_\_\_  
(Date signed by Board)

**ACKNOWLEDGMENT (CONTRACTOR)**

STATE OF \_\_\_\_\_ )

SS: )

COUNTY OF \_\_\_\_\_ )

BEFORE ME, a Notary Public, in and for said County and State, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared the within named \_\_\_\_\_ who under penalty of perjury says that he is the \_\_\_\_\_ of \_\_\_\_\_ and as such duly authorized to execute the foregoing instrument and acknowledged the same as the voluntary act and deed of \_\_\_\_\_ for the uses and purposes therein set forth.

IN WITNESS WHEREOF, hereunto subscribed my name, affixed my official seal.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name of Notary

My Commission Expires:

Resident of \_\_\_\_\_ County

**ACKNOWLEDGMENT (OWNER)**

STATE OF INDIANA )

SS: )

COUNTY OF ALLEN )

BEFORE ME, a Notary Public, in and for said County and State, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared the within named Thomas C. Henry, Robert Kennedy, Mike Avila, Kumar Menon and Victoria Edwards, by me personally known, who being by me duly sworn said that they are respectively the Mayor of the City of Fort Wayne, and Chairman, Members, and Clerk of the Board of Public Works of the City of Fort Wayne, Indiana, and that they signed said instrument on behalf of the City of Fort Wayne, Indiana, with full authority so to do and acknowledge said instrument to be in the voluntary act and deed of said City for the uses and purposes therein set forth.

IN WITNESS WHEREOF, hereunto subscribed my name, affixed my official seal.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name of Notary

My Commission Expires:

Resident of \_\_\_\_\_ County



# Interoffice Memo

Date: March 14, 2014  
To: Common Council Members  
From: Michael Kiester, Manager, City Utilities Engineering / ESS  
RE: North Area Meter Installation  
Res. #66274 & 75959, W.O. #66274 & 75959

*Michael Kiester*  
3-20-2014

## Council District #3

The contractor shall furnish all labor, insurance, equipment, materials and power for the completion of the project: "North Area Meter Installation" as follows: Installation of approximately 4,500 water meters and radios. The contractor shall remove existing meters and install new meters. The contractor shall install the radio on the outside of the structure and run wire from the meter to the radio. The majority of the meters are located on the inside of the house. The contractor shall be responsible for contacting the property owner and coordinating an installation time.

Implications of not being approved: Currently the water meters are read by temporary help who walk from property to property and manually read the meters. By approving this contract City Utilities will be able to use drive by meter reading to collect the monthly meter reads from the 4500 accounts. This will greatly increase the efficiency and the Utility will no longer need temporary meter reading help.

If Prior Approval is being Requested. Justify: N/A

This project was advertised to contractors on December 20, 2013, December 27, 2013 in the Journal Gazette and the News Sentinel and January 8, 2014 in Frost Illustrated, Inc.

The contract for Resolution # 66274 & 75959 awarded to Vanguard Utility Service, Inc. for \$236,530.00 was the lowest most responsive bidder of 2 bidders and 10% below the Engineer's estimate of \$262,000.00. The second lowest bidder was \$129,667.50 above Vanguard Utility Service Inc.'s bid.

The cost of said project funded by Water and Sever bond.

Council Introduction Date: March 25, 2014

CC: BOW  
Matthew Wirtz  
Diane Brown  
Construction Manager  
Chrono  
File

Public Hearing Date, if applicable \_\_\_\_\_

Read the first time in full and on motion by Councilman Geoff Paddock  
Read the second time by title and referred to the City Utilities Committee  
Committee. Read the third time in full and on motion by Councilman  
Paddock, placed on passage by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
<u>TOTAL VOTES</u>	<u>9</u>	_____	_____	_____
BENDER	<u>✓</u>	_____	_____	_____
CRAWFORD	<u>✓</u>	_____	_____	_____
DIDIER	<u>✓</u>	_____	_____	_____
HARPER	<u>✓</u>	_____	_____	_____
HINES	<u>✓</u>	_____	_____	_____
JEHL	<u>✓</u>	_____	_____	_____
PADDOCK	<u>✓</u>	_____	_____	_____
SHOAFF	<u>✓</u>	_____	_____	_____
SMITH	<u>✓</u>	_____	_____	_____

DATED: 4-8-14 Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as  
~~(ANNEXATION)~~ ~~(APPROPRIATION)~~ ~~(GENERAL)~~ ~~(SPECIAL)~~ ~~(ZONING)~~ ORDINANCE  
(RESOLUTION) NO. 526-14 on the 8<sup>th</sup> day of  
April, 2014

ATTEST:  
Sandra E. Kennedy  
SANDRA E. KENNEDY,  
CITY CLERK

Robert A. Bender  
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 9<sup>th</sup> day  
of April, 2014, at the hour of 4:00 o'clock P.M. E.S.T.

Sandra E. Kennedy  
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 9<sup>th</sup> day of April  
2014, at the hour of 5:00 o'clock Pm E.S.T.

Thomas C. Henry  
THOMAS C. HENRY, MAYOR

**BILL NO. S-14-03-23**

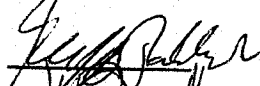
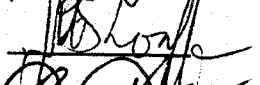
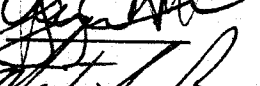
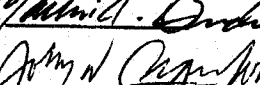


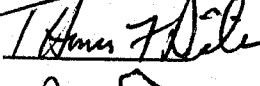

**REPORT OF COMMITTEE ON CITY UTILITIES**

**APRIL 8, 2014**

*Geoff Paddock, Chair  
John Shoaff, Co-Chair  
All Council Members*

**AN ORDINANCE** approving North Area Meter Installation - RES. #66274 & 75959, W.O. #66274 & 75959 between VanGuard Utility Service, Inc. and the City of Fort Wayne, Indiana, in connection with the Board of Public Works.

**COMMITTEE ON CITY UTILITIES HAVE HAD SAID** Ordinance under consideration and beg leave to report back to the Common Council that said ordinance

<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>	<u>NO REC</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

**SANDRA E. KENNEDY  
CITY CLERK**