

**Carmel/Clay Board of Parks and Recreation  
Tuesday, August 22, 2017, 6:00 p.m.  
Monon Community Center**

**Member(s) Present:** James Engledow, Katie Browning, Wendy Franklin, James Garretson, Jenn Kristunas, Nick Plopper, Linus Rude, Rich Taylor

**Member(s) Absent:** Joshua Kirsh

**Others Present:** Mark Westermeier, Director; Debra Grisham, Park Board Attorney

**Roll Call, Call to Order**

Board President Engledow welcomed everyone to the Park Board Meeting and asked Mr. Taylor to call the roll. Mr. Taylor stated that there was a quorum. Board President Engledow called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Consideration of Bids for the Central Park Drive West Enhancement Project – Mark Westermeier**

Director Westermeier explained that while there was only one bid, the Engineer confirmed that the bid was responsible and responsive. The bid amount on the coversheet for Alternate #1 had a typo, which was corrected to reflect \$566,469.54. Jason Koch of DB Engineering stated that the bidder's portfolio was favorable and the contractor was suitable for this type of work. A lengthy discussion followed.

Mr. Garretson made a motion to accept the bid from, and award a contract to, Schutt-Lookabill Company, Inc., in the amount of \$1,455,416.21 for Central Park Drive West Enhancement Project and authorize the Architect/Engineer, DB Engineering, LLC, the Park Department Director, the COO and the Park Board Attorney to take all action necessary to complete the contracting process and authorize the President or Vice President of the Park Board to sign a contract with the Bidder upon completion of the Park Board attorney's review. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0.

Mr. Plopper made a motion to delegate to the Director and the COO the authority to determine, in conjunction with the Architect/Engineer, whether it is in the best interest of the Board and the Park Department to add or change an item or items in the contract with Schutt-Lookabill Company, Inc., and to approve each such change order up to an amount not to exceed his purchasing authority and in accordance with applicable Indiana law regarding change orders, with a report to the Park Board and a request for ratification at a subsequent Park Board meeting. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0.

**Consideration of Bids for the Monon Community Center Entrance and Fitness Expansion Project – Mark Westermeier**

Director Westermeier introduced the project and referenced the bids listed on the coversheet. He spoke of the positive references, including one from a former project owner who offered that Boyle's owner was a man of integrity. After the bid receipt, there were numerous discussions with Boyle Construction Management to insure that the bidder understood the requirements of this project.

Mr. Taylor made a motion to accept the bid from, and award a contract to, Boyle Construction Management, Inc., in the amount of \$756,000.00 for Monon Community Center Entrance and Fitness Expansion Project and authorize the Architect/Engineer, Williams Architects, the Park Department Director, the COO and the Park Board Attorney to take all action necessary to complete the contracting process including the initiation of a limited notice to proceed with shop drawings for and /or order of long lead time items, authorizing the expenditure of funds, not to exceed \$25,000 unless otherwise considered reasonable and appropriate by the Architect/Engineer, Park Department Director and/or COO and the Park Board President, to be incurred during the finalization of the contract, and authorize the President or Vice President of the Park Board to sign a contract with the Bidder upon completion of the Park Board attorney's review. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0.


Mr. Taylor made a motion to delegate to the Director and the COO the authority to determine, in conjunction with the Architect/Engineer, whether it is in the best interest of the Board and the Park Department to add or change an item or items in the contract with Boyle Construction Management, Inc. and to approve each such change order up to an amount not to exceed his purchasing authority and in accordance with applicable Indiana law regarding change orders, with a report to the Park Board and a request for ratification at a subsequent Park Board meeting. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0.


**Adjournment**

Before adjourning the meeting, Board President Engledow reminded the Board Members of the Executive Session that would follow at 6:30 p.m.


There being no further business and without objection, Board President Engledow adjourned the meeting at 6:23 p.m.

**Approved,**

  
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Signature

  
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Date

  
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Signature

  
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Date