



BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN
City-County Building Room 200 · 1 East Main Street · Fort Wayne, IN 46802
Phone: 260.449.7555 TDD: 260.449.7881 FAX: 260.449.7568

LINDA K. BLOOM BILL BROWN NELSON PETERS

AGENDA

Commissioners' Legislative Session
10:00 A.M. Friday, October 22nd, 2010
Commissioners' Courtroom - City-County Building

1. Approval of the minutes of October 15th, 2010.
2. Update from the Downtown Improvement District.
3. Request for funding from The Southeast Youth Council's Cornerstone Youth Center.
4. Electronic Communications Retention Policy.
5. Change Order 1 and FINAL, for the Reconstruction of the Fritz/Wallen Roads Intersection, Project #1200306, Bid Ref #08-10, in the amount of \$8,343.10 (DECREASE). Reason for Change Order #1 and FINAL: Changed Field Conditions, Early Open to Traffic Incentive and Contract Dollar Amount Balance.

Original Contract Amount	\$120,166.75
This Change Order #1 and FINAL Amount	8,343.10 (Decrease)
<hr/>	
The Current Adjusted FINAL Contract Amount	\$111,823.65

The Engineer's Estimate for this Project was \$225,206.06

6. Project Acceptance Form Letter for for the Reconstruction of the Fritz/Wallen Roads Intersection, Project #1200306, Bid Ref #08-10

Original Contract Amount	\$120,166.75
Final Contract Amount	\$111,823.65

The Engineer's Estimate for this Project was \$225,206.06

7. Change Order 1 and FINAL, for the Furnish and Install Traffic Pavement Markings on Various Roads in Allen County, Indiana, Project #0002710, Bid Ref #10-10, in the amount of \$7,749.03 (INCREASE). Reason for Change Order #1 and FINAL: Scope Changes as Directed by ACHD and Contract Dollar Amount Balance.

Original Contract Amount	\$170,653.72
This Change Order #1 and FINAL Amount	7,749.03 (Increase)
The Current Adjusted FINAL Contract Amount	\$178,402.75

The Engineer's Estimate for this Project was \$246,283.82

8. Project Acceptance Form Letter for the Furnish and Install Traffic Pavement Markings on Various Roads in Allen County, Indiana, Project #0002710, Bid Ref #10-10

Original Contract Amount	\$170,653.72
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Final Contract Amount \$178,402.75

The Engineer's Estimate for this Project was \$246,283.82

- 9. Change Order 1 for Monroeville Road over Hoffman-Lepper Ditch, Bridge #276, ACHD Project #04-238, INDOT Contract #B-30877, in the Amount of \$6,259.40 (Increase). Reason for Change Order #1: Material Changes as Requested by ACHD.**

<i>Description</i>	<i>Federal Share 80%</i>	<i>Allen Co. Share 20%</i>	<i>Total Amounts</i>
Original Contract	\$337,438.44	\$84,359.61	\$421,798.05
This C.O. #1 Amount	5,007.52	1,251.88	6,259.40
Totals to Date	\$342,445.96	\$85,611.49	\$428,057.45

10. Other Business:

- 11. Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of October 22nd, 2010.**

12. Comments from the Public.

13. Motion to Adjourn.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA coordinator at: Human Resources Department, 1 East Main Street, Room 300, Fort Wayne, IN 46802, or by phone at (260) 449-7217.



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LINDA K. BLOOM BILL BROWN NELSON PETERS

MINUTES

Commissioners' Legislative Session
10:00 a.m. Friday, October 15, 2010
Commissioners' Courtroom - City-County Building

Commissioners Present: Linda Bloom, Bill Brown and Nelson Peters

Others Present:	Chris Cloud	Commissioners Office
	Mike Green	Commissioners Office
	Bill Fishering	County Attorney
	Mindy Waldron	Department of Health
	John Silcox	Department of Health
	Cathy Serrano	H.R. - Risk Manager
	Bill Hartman	AC Highway
	Kevin Leininger	News Sentinel
	Amanda Iacone	Journal Gazette

Commissioner Bloom called the meeting to order at 10:03 AM. Commissioner Bloom led the meeting with the Pledge of Allegiance and a moment of silence.

- 1. Approval of the minutes of October 8th, 2010.** Commissioner Peters made a motion to approve the minutes of October 8th, 2010. Commissioner Brown seconded the motion. Motion carried 3-0.
- 2. Update from the Leo-Cedarville Sewer District Board. (Rescheduled)**
- 3. Amendment to Allen County Code Title 10 (Department of Health) – Article 1 (Miscellaneous Fees)**
Mindy Waldron, Administrator of the Fort Wayne Allen County Department of Health, explained that this is an amendment for the fee ordinance. There has been talk over the last couple of years of the potential to charge for some medical services. Due to dwindling income and tax amounts they are no longer able to support some of the services to the extent that they need to. They did an extensive survey ensuring that none of their charges would at all go over the actual cost of providing. They have taken a 3 year effort to begin billing Medicaid as well so that those patients would not have to pay. They will not be billing private insurance. They will have something similar to what you might call a co-pay or a small amount you pay for different services. This amendment repeals multiple sections of the fee ordinance that no longer apply. There have been 2 sections added. The first is the authority to charge fees and the second one explains there would be three different ways that charges are assessed but at no time would they be charged more than the true cost of the service. They are already charging Medicaid and hope to begin charging self-pay folks January 3, 2011 if all goes well. They will enact a sliding scale with charges going all the way down to just 10% of the charge for self payers based upon their income. Commissioner Brown made a motion to approve Amendment to Allen County Code Title 10 (Department of Health) – Article 1 (Miscellaneous Fees). Commissioner Peters seconded the motion. Motion carried 3-0.
- 4. Addition to the Allen County Code Title 12 (Financial) – Article 185 (Allen County Community Corrections Commissary Depository Account).** Chris Cloud, Executive Assistant, stated that Kelley House needs the ability for residents to buy personal or snack items just like you would any other confinement facility. Because they don't want to do this as a money making venture, they want to set up a separate fund to make sure that it is above board and that would be the State Board of Accounts preferred way of doing it. This will be funded by appropriation of the County Council. The money will be invested and because it is not a grant, there is no reason why it couldn't be invested. Commissioner

Peters made a motion to approve Addition to the Allen County Code Title 12 (Financial) – Article 185 (Allen County Community Corrections Commissary Depository Account). Commissioner Brown seconded the motion. Motion carried 3-0.

5. **Renewal of Extended Warranty Agreement between the Board of Commissioners and BI Incorporated for the Home Detention electronic monitoring system on behalf of Community Corrections. DEFERRED**
6. **Workers' Compensation Self-insurance Service Agreement between the Board of Commissioners and Wells Fargo Insurance Services.** Cathy Serrano, HR Attorney and Risk Manager, presented this agreement and recommended the Commissioner's approve it. Wells Fargo is our 3rd Party Administrator for our workers compensation insurance and we are self-insured. We now have 3+ years experience with them. Cathy asked them this year, based on our history, to specifically take a look at reducing those loss control fees that they have been charging us and the risk management fees because she does that for the County and she didn't feel that we were getting our bang for the buck out of that. She also asked them to look at our excess insurance coverage which you are required to have when you are self-insured. Every year, because we do not use that excess insurance policy, they have been giving back "deposit" insurance premium. This amounts to \$4,500-\$5,000 at the end of each year. She asked that based upon our history, they give us those upfront. They agreed to completely do away with the loss control premium, the risk management premium and to go ahead and give us that \$4,500 deduction upfront. This results in a \$42,500 reduction in our premium this year with the exact same services next year. This is basically 50% off. In addition, they agreed to allow us lock in for 1, 2 or 3 years at our option. She recommends that we lock in at the lower price for the 3 years. The Commissioners thanked Cathy for her efforts. Commissioner Peters made a motion to approve the Workers' Compensation Self-insurance Service Agreement between the Board of Commissioners and Wells Fargo Insurance Services. Commissioner Brown seconded the motion. Motion carried 3-0.
7. **Agreement between the Board of Commissioners and Forest Glade Estates for certain improvements to the public street system located within Forest Glade Estates.** Bill Hartman, Highway Director, stated that this was to resurface the streets in Forest Glade. This is a 60/40 agreement with the County paying 60% and the residents paying 40%. This will be about \$25,200 on our part and \$16,000 on the part of the residents. Commissioner Brown asked if there were some assurances in here that the County would get paid back at some time. County Attorney Bill Fishing stated that that agreement is not finalized yet and that it could be approved subject to getting that. Commissioner Peters made a motion to approve Agreement between the Board of Commissioners and Forest Glade Estates subject to the final agreement being signed, sealed, delivered and in the hands of our County Attorney. Commissioner Brown seconded the motion. Motion carried 3-0
8. **Contract Modification #13 and #14 for Aboite Center Rd, LPA Project # 02-023, INDOT Contract #R-30268.**

Change Order #13 Amount \$5,227.19.

Reason for Change Order #13: Additional Traffic Signal Interconnect Cable Required for the New Right Turn Lane Movement at Engle Road and W Jefferson Blvd. Bill Hartman, Highway Department, presented this and stated that the 20% (\$1,045.44) will come from the County.

Commissioner Brown made the motion to approve Contract Modification #13 for Aboite Center Road. Commissioner Peters seconded the motion. Motion carried 3-0.

Change Order #14 Amount \$25,449.00

Reason for Change Order #14: Scope Changes Requested by City of Fort Wayne, the Water Main Will Have to be Lowered to Accommodate the New Center Curb. The 20% Cost Share for this Work Shall be Paid by The City of Fort Wayne. Commissioner Brown made the motion to approve Contract Modification #14 for Aboite Center Road. Commissioner Peters seconded the motion. Motion carried 3-0.

<i>Description</i>	<i>Federal Share 80%</i>	<i>Local Share 20%</i>		<i>Total Amounts</i>
		<i>Allen Co</i>	<i>City Ft Wayne</i>	
Original Contract	\$5,286,476.01	\$1,321,619.00	\$0.00	\$6,608,095.01
C.O. #1 Amount	19,882.68	4,970.67	0.00	24,853.35
C.O. #2 Amount	1,408.00	352.00	0.00	1,760.00
C.O. #3 Amount	67,004.78	16,751.20	0.00	83,755.98
C.O. #4 Amount	9,385.60	2,346.40	0.00	11,732.00
C.O. #5 Amount	1,712.00	428.00	0.00	2,140.00
C.O. #6 Amount	5,820.00	1,455.00	0.00	7,275.00
C.O. #7 Amount	26,261.36	0.00	6,565.34	32,826.70
C.O. #8 Amount	2,745.60	686.40	0.00	3,432.00
C.O. #9 Amount	2,464.42	616.10	0.00	3,080.52
C. O. #10 Amount	704.00	176.00	0.00	880.00
C.O. #11 Amount	0.00	0.00	0.00	0.00
C.O. #12 Amount	0.00	0.00	60,239.32	60,239.32
This Change Order # 13	4,181.75	1,045.44	0.00	5,227.19
This Change Order # 14	20,359.20	0.00	5,089.80	25,449.00
TOTALS	\$5,448,405.64	\$1,357,011.61	\$71,894.46	\$6,870,746.37

Total Change Order Amount to Date: \$262,651.36

Engineer's Estimate: \$7,800,000.00

9. **Supplemental Agreement # 2 for Additional Preliminary Engineering between the Board of Commissioners and GAI Consultants for Diebold Rd – Phase II from ± 600' North of Norarrow Drive to Union Chapel Rd, Project # 1200108.** Cost - \$30,400.00 Bill Hartman, Highway Director, stated that we are accelerating this project and in doing so have encountered some utility conflicts. In order to coordinate this with the Phase I project so that we can head toward letting this altogether as 1 project, it will incur additional costs of \$30,400. Commissioner Peters made a motion to approve Supplemental Agreement # 2 for Additional Preliminary Engineering between the Board of Commissioners and GAI Consultants for Diebold Rd – Phase II from ± 600' North of Norarrow Drive to Union Chapel Rd, Project # 1200108. Commissioner Brown seconded the motion. Motion carried 3-0.
10. **LPA – Consulting Contract between the Board of Commissioners and A & Z Engineering, LLC for Preliminary Engineering on Bethel Rd/Till Rd/Huguenard Rd Intersection improvement, Project # 1200207.** Cost - \$243,050.00. Bill Hartman, Highway Director, stated that this intersection is an offset intersection and we are proposing to build a round-a-bout in this intersection to move traffic. This will be paid for with Federal CMAQ money 80/20. We anticipate this being built in 2013. Commissioner Peters made a motion to approve LPA – Consulting Contract between the Board of Commissioners and A & Z Engineering, LLC for Preliminary Engineering on Bethel Rd/Till Rd/Huguenard Rd Intersection improvement, Project # 1200207. Commissioner Brown seconded the motion. Motion carried 3-0.
11. **Request for funding from the Unity Performing Arts Foundation.** Commissioner Peters stated that a request was made from them last week for \$5,000. Commissioner Peters made a motion to approve the Request for funding of \$5,000 for the Unity Performing Arts Foundation. Commissioner Brown seconded the motion. Motion carried 3-0.
12. **Plats: Cypress Pointe, Section 1.**
13. **Other Business**
14. **Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of October 15th, 2010.** Commissioner Peters made a motion to approve waiving the 2nd Reading on any matter approved today and for which it may be deemed

necessary for the Legislative Session of October 15th, 2010. Commissioner Brown seconded the motion. Motion carried 3-0.

15. Comments from the Public.

16. Motion to Adjourn. There being no further business, the meeting was adjourned at 10:22 a.m.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA coordinator at: Human Resources Department, 1 East Main Street, Room 300, Fort Wayne, IN 46802, or by phone at (260) 449-7217.



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Linda K. Bloom Bill Brown Nelson Peters

10/22/10 Legislative Session Sign-in Sheet

NAME

REPRESENTING

Bill Hartman

Highway

Kent Castleman

TSYC - Cornerstone Youth Center

Ben Heunzelde

Freedom Consulting LLC

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Allen County and Fort Wayne Electronic Communications Retention Policy

#4



The purpose of this policy is to establish an electronic communications policy for all County and City offices that create, use, and manage electronic communications as part of the transaction of county or city business.

I. Intent

To establish guidelines that will promote the effective capture, management, and retention of emails and electronic communications.

II. Scope

This policy applies to all county and city provided electronic communications equipment for county and city business use.

III. Definitions

- A. Email** messages are similar to other forms of communicated messages such as correspondence, memoranda, and letters. These include non-record (transitory) emails and public-record emails.
- B. Non-record or Transitory Electronic Communications** are considered to have no administrative, legal, fiscal, or archival requirements for their retention. Examples of such non-record electronic communications include the following:
 - 1. personal correspondence not relating to conducting county or city business such as lunch invitations, unsolicited advertisements, and spam;
 - 2. routine requests for information or publications which require no administrative action, policy decision, or special compilation or research, and copies of replies;
 - 3. originating office copies of letters of transmittal that do not add any information to that contained in the transmitted material;
 - 4. quasi-official notices including memoranda and other records that do not serve as the basis of official actions (i.e., holiday notices, meeting confirmations, etc.).
 - 5. non-email electronic communications including, but not limited to, instant messaging, texting, paging, voice recording, and other electronic communication technologies other than email.
- C. Public-record Emails** include any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by the County or City.

Examples of emails that may constitute a public record (not confidential) include the following:

- 1. policies and directives,
- 2. correspondence or memoranda relating to official business (excluding duplicates)
- 3. agendas and minutes of meetings
- 4. any document that initiates, authorizes, or completes a business transaction
- 5. final reports or recommendations.

Allen County and Fort Wayne Electronic Communications Retention Policy

In addition, confidential or partially confidential emails are required to be retained as required by the appropriate retention schedule.

Examples include the following:

1. declared confidential by state statute,
2. required to be kept confidential by federal law,
3. investigatory records of law enforcement,
4. attorney work product,
5. personnel file information (except for information that must be disclosed),
6. intra- or interagency deliberative materials – expression of opinion or speculative in nature and communicated for purpose of decision making.
7. covered by an Indiana Court Administrative Rule 9

IV. Responsibility for Retention

The sender of the email is responsible for ensuring proper retention of emails sent within the County or the City. All other copies of internal email are duplicates and may be deleted. However, if an email was sent by an outside agency, a member of the public or anyone outside the County or City enterprise, the recipient is responsible for retention. **Warning** –Each department is responsible for complying with its retention schedule for its electronic records and for complying with that retention schedule. The IT department is not responsible for the long-term retention of these records.

V. Method of Retention

Email records that have not met their retention should be saved by one of the following methods:

1. Print the email and store the hard copy in the appropriate file.
2. Move the email out of the email system.
3. Archival software.

Each department shall select the method of retention for that department.

VI. Mail Attachments

Attachments should be retained or disposed of according to the content of the attachment itself based on its appropriate retention, not the email which transmits the attachment.

VII. Email Archival

Data in the mailbox (including the inbox, sent items, drafts, contacts, and calendar items) will be archived by the IT Department for a period of three (3) years. Mailbox items will be archived in real-time. After three (3) years, emails will be purged, and therefore, the user and City or County Department has the responsibility to save electronic records before the three (3) years have concluded when the retention is longer than three (3) years. Contacts and Calendar items will not be purged as part of this process; it will be up to user to determine if those items need to be purged for space requirements.

***Allen County and Fort Wayne
Electronic Communications Retention Policy***

VIII. Archived Emails

To prevent the loss of email after the three year archival period, the user may:

1. Print the email and store the hard copy in the appropriate file.
2. Move the email out of the email system.

IX. Personal Storage Table (.pst) files

The use or creation of .pst files is not supported by the IT department. PST files are not part of the email system.

X. Litigation Proceedings

Regardless of retention requirements, email and all other electronic correspondence pertaining to threatened or actual legal proceedings must be retained until the litigation is finally concluded. It is the responsibility of the department involved to notify the IT department, in writing, of the need for the hold on the destruction of electronic communications.

XI. Responding to Public Records Request

It is the responsibility of the department involved to immediately notify the IT department, in writing, of a public records request if the IT department's assistance is required to provide the public records.

XII. Email Accounts When Employee Leaves Employment

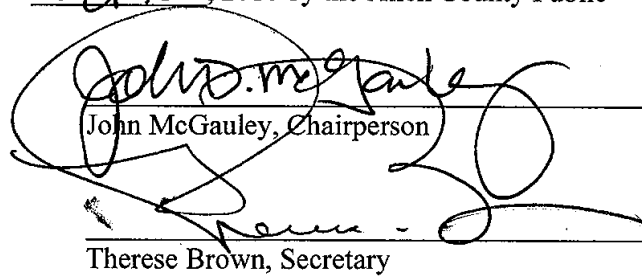
When an employee is no longer employed with a county or city department, it is the responsibility of that department to immediately notify the IT department. That user's mailbox will be maintained for sixty (60) calendar days. Individual user mailboxes will be purged after sixty (60) calendar days unless that former employee's department head requests an extension, in writing or the IT department is notified items in the email must be managed by another user. It is the department's obligation to ascertain that electronic records stored by the former employee will be met and that items are safeguarded before the 60 day purge is completed.

X. Amendments

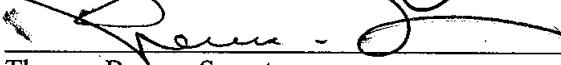
Allen County and Fort Wayne reserve the right to amend or revise the contents of this policy as deemed suitable. Each employee will be provided with a notice of all amendments and revisions to this policy.

**Allen County and Fort Wayne
Electronic Communications Retention Policy**

Approved on this 14TH day of SEPTEMBER 2010 by the Allen County Public Records Commission.





John McGauley, Chairperson



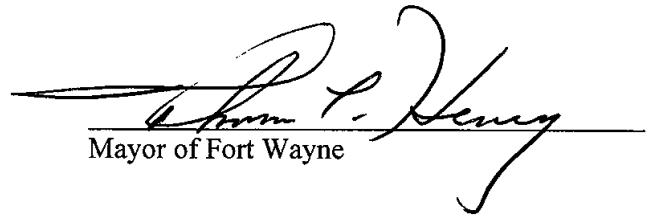
Therese Brown, Secretary

Passed and Adopted this 22 Day of OCTOBER, 2010





Allen County Board of Commissioners



Mayor of Fort Wayne

#6

Allen County Highway

One West Superior Street - Room 211
Phone: 260-449-7369

Fort Wayne, Indiana 46802
Fax: 260-449-7594

PROJECT ACCEPTANCE FORM

October 14, 2010

WE THE UNDERSIGNED BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN;
THE EXECUTIVE DIRECTOR AND THE CHIEF CONSTRUCTION MANAGER OF THE
ALLEN COUNTY HIGHWAY DEPARTMENT; HAVE INSPECTED, APPROVED AND
ACCEPTED THE FOLLOWING CONTRACT AS OF THIS DATE:

CONTRACT DATE: June 30, 2009

BID REFERENCE NUMBER: #08-10

PROJECT LOCATION AND NUMBER: RECONSTRUCTION OF THE FRITZ ROAD
AND WALLEN ROAD INTERSECTION, WASHINGTON TOWNSHIP, SECTIONS 5, 6, 7 &
8, ALLEN COUNTY, INDIANA PROJECT #1200306

SCOPE OF WORK: LOWER EXISTING HILL TO FACILITATE VERTICAL
REALIGNMENT AND IMPROVE SIGHT DISTANCE

PROJECT COMPLETION DATE: September 10, 2010

ORIGINAL CONTRACT AMOUNT: \$120,166.75

FINAL CONTRACT AMOUNT: \$111,823.65

NAME OF CONTRACTOR: WAYNE ASPHALT & CONSTRUCTION CO,
INC.

CONTRACTOR:

Todd K. Guthrie
Personal Signature

Vice Pres
Title

10/14/10
Date

The Contractor hereby certifies that as of this date there are no unpaid claims related to this Contract.

**BOARD OF COMMISSIONERS OF
ALLEN COUNTY, INDIANA**

Judith Bloom
Wm E. B...

**EXECUTIVE DIRECTOR
HIGHWAY DEPARTMENT**

William Z. Ant...

**CHIEF CONSTR. MANAGER
HIGHWAY DEPARTMENT**

D. B. Allen
Daniel B. Allen

DATE: _____

Original to Commissioners' Record
cc: Contractor
Project Record

5

Allen County Highway

One West Superior Street - Room 211
Phone: 260-449-7369

Fort Wayne, Indiana 46802
Fax: 260-449-7594

CHANGE ORDER

CHANGE ORDER No.: 1 and FINAL

PROJECT: RECONSTRUCTION OF THE FRITZ ROAD AND WALLEN ROAD INTERSECTION, WASHINGTON TOWNSHIP, SECTIONS 5, 6, 7 & 8, ALLEN COUNTY, INDIANA PROJECT #1200306

BID REFERENCE No. 08-10

CONTRACTOR: WAYNE ASPHALT AND CONSTRUCTION CO. INC.

CONTRACT DATE: June 30, 2010

This Change Order constitutes full mutual accord and satisfaction for all time and all costs related to this change. By acceptance of this Change Order, the Contractor hereby agrees that the change represents an equitable adjustment to the Contract and further agrees to waive all rights to file and further claims or changes arising out of or as a result of this change, or the accumulation of changes on this Contract.

The Contractor is directed to make the following changes in the Contract Documents as set forth in this Change Order and Attachments:

Description of the Change:

An existing Eight (8) Inch Clay tile was encountered at the Southwest corner of Fritz and Wallen Roads. This functioning Tile was perpetuated with Eight (8) Inch P.V.C. pipe.

RESULTING IN:

New Item # 55; P.V.C. Pipe; 8"; 100.00 LFT @ \$10.00 = \$1,000.00 (Increase)

Indiana Department of Transportation scheduled construction at US 33 and Johnson Road to coincide with the Allen County Highway's Fritz/Wallen intersection improvement project. Johnson Road at US 33 was to remain open to traffic during INDOT's work, but due to safety concerns the intersection was closed by INDOT. In order to minimize the road closures impact on the traveling public, INDOT requested that the intermediate open to traffic date (August 11, 2010) set by ACHD be accelerated by a week (August 4, 2010). The cost of this incentive shall be reimbursed by INDOT.

RESULTING IN:

New Item # 56; Additional Incentive Payment to Open Traffic;
1.00 LS @ \$4,375.00 = \$4,375.00 (Increase)

An existing inlet located at the Northeast corner of Fritz and Wallen Road required casting grade adjust due to construction.

RESULTING IN:

New Item #57; Adjust Casting to Grade; 1.00 EACH @ \$300.00 = \$300.00 (Increase)

In order to construct the project substantially as planned and balance the contract dollar amount, various quantities were adjusted as directed by the Allen County Highway Department personnel.

RESULTING IN:

Item # 6; Temporary Ditch Inlet Protection; 2.00 EA @ \$75.00 = \$150.00 (Decrease)
Item # 7; Temporary, Mulching; 1.00 TON @ \$525.00 = \$525.00 (Decrease)
Item # 8; Temporary Silt Fence; 7.00 LFT @ \$1.50 = \$10.50 (Increase)

- Item # 9; Temporary Culvert Protection; 1.00 EA @ \$100.00 = \$100.00 (Decrease)
- Item # 11; Compacted Aggregate for Base, 53's; 59.45 TON @ \$13.00 = \$772.85 (Increase)
- Item # 12 Stone, # 1; 368.86 TON @ \$13.00 = \$4,795.18 (Decrease)
- Item # 13; Stone, # 2 (Undistributed); 23.00 Ton @ \$16.00 = \$368.00 (Decrease)
- Item # 14; Compacted Aggregate, 53's; 50.05 TON @ \$16.00 = \$800.80 (Decrease)
- Item # 16; HMA Surface, Type B; 47.09 TON @ \$65.00 = \$3,060.85 (Decrease)
- Item # 17; HMA Intermediate, Type B; 23.53 TON @ \$50.00 = \$1,176.50 (Increase)
- Item # 20; PCCP For Approaches; 4.00 SYS @ \$42.00 = \$168.00 (Decrease)
- Item # 21; Sidewalk, Concrete, 4 In.; 1.66 SYS @ \$42.00 = \$69.72 (Decrease)
- Item # 22; Casting, Adjust To Grade, Monument; 1.00 EA @ \$300.00 = \$300.00 (Decrease)
- Item # 24; Riprap, Uniform; 0.14 TON @ \$30.00 = \$4.20 (Increase)
- Item # 25; Mobilization and Demobilization for Seeding;
1.00 EA @ \$320.00 = \$320.00 (Decrease)
- Item # 26; Erosion Control Blanket; 58.00 SYS @ \$3.20 = \$185.60 (Increase)
- Item # 27; Fertilizer; 0.87 TON @ \$950.00 = \$826.50 (Decrease)
- Item # 28; Seed Mixture, T; 75.00 LBS @ \$3.75 = \$281.25 (Decrease)
- Item # 29; Mulched Seeding, R; 20.00 SYS @ \$1.10 = \$22.00 (Increase)
- Item # 32; Pipe, Circular, 15 in. RCP; 1.50 LFT @ \$24.00 = \$36.00 (Increase)
- Item # 33; Pipe, Circular, 24 in. CMP; 2.00 LFT @ \$34.00 = \$68.00 (Decrease)
- Item # 39; Road Closure Sign Assembly; 3.00 EA @ \$139.00 = \$417.00 (Increase)
- Item # 40; Detour Route Marker Assembly; 2.00 EA @ \$69.00 = \$138.00 (Decrease)
- Item # 41; Construction Sign, A; 2.00 EA @ \$80.00 = \$160.00 (Decrease)
- Item # 42; Construction Sign, D; 3.00 EA @ \$55.00 = \$165.00 (Decrease)
- Item # 44; Barricade, III-A; 6.00 LFT @ \$9.00 = \$54.00 (Increase)
- Item # 45; Barricade, III-B; 6.00 LFT @ \$9.00 = \$54.00 (Increase)
- Item # 48; Line, Paint, Solid, White, 4 inch; 12.00 LFT @ \$0.15 = \$1.80 (Increase)
- Item # 50; Transverse Markings, Paint, Stop Line, 24"; 15.00 LFT @ \$ 3.75 = \$56.25 (Decrease)
- Item # 51; Geo-Grid, BX 1200, Undistributed; 300.00 SYS @ \$6.00 = \$1,800.00 (Decrease)
- Item # 52; Compacted Aggregate, 53's, Undistributed;
200.00 TON @ \$13.00 = \$2,600.00 (Decrease)
- Item # 53; Common Excavation, Undistributed; 10.00 CYS @ \$30.00 = \$300.00 (Decrease)

Reason for the Change:

Changed Field Conditions, Early Open to Traffic Incentive and Contract Dollar Amount Balance.

Attachments:

August 13, 2010 Proposal from Wayne Asphalt and Construction Co. Inc.

The Original Contract Amount _____	\$120,166.75
Net Change by previous Change Orders _____	0.00
The Contract Amount prior to this Change Order _____	\$120,166.75
The Contract Amount will be <u>Decreased</u> by this Change Order _____	\$8,343.10
The Contract Amount including this Change Order will be _____	\$111,823.65

The Original Contract Amount will be Decreased by 6.943% by this Change Order # 1 and FINAL.

The Contract Time will be UNCHANGED by NA Days.

The Current Contract Completion Date Including this Change Order is September 10, 2010.

SUMMARY THIS CHANGE ORDER No. 2 and Final

Item #	Increase	Decrease
Item 6		\$150.00
Item 7		525.00
Item 8	\$10.50	
Item 9		100.00
Item 11	772.85	
Item 12		4,795.18
Item 13		368.00
Item 14		800.80
Item 16		3,060.85
Item 17	1,176.50	
Item 20		168.00
Item 21		69.72
Item 22		300.00
Item 24	4.20	
Item 25		320.00
Item 26	185.60	
Item 27		826.50
Item 28		281.25
Item 29	22.00	
Item 32	36.00	
Item 33		68.00
Item 39	417.00	
Item 40		138.00
Item 41		160.00
Item 42		165.00
Item 44	54.00	
Item 45	54.00	
Item 48	1.80	
Item 50		56.25
Item 51		1,800.00
Item 52		2,600.00
New Item 55	1,000.00	
New Item 56	4,375.00	
New Item 57	300.00	
Subtotal	\$8,409.45	\$16,752.55
Total This Change Order		\$8,343.10

NAME OF CONTRACTOR: Wayne Asphalt and Construction Co. Inc.

BY: Todd Guthrie Title Vice Pres.
Personal Signature

ACKNOWLEDGEMENT

State of Indiana)
County of Allen)SS:

Before me, the undersigned, a Notary Public for Allen County, State of Indiana,
personally appeared

Todd Guthrie, this 12 day of Oct, 2010.

Dixie Painter - Dixie Painter

Resident of Allen County, Indiana.

My Commission Expires: Jan. 24, 2015

RECOMMENDED FOR APPROVAL

William F. Hartman

William F. Hartman
Executive Director
Allen County Highway Department

Daniel B. Allen

Daniel B. Allen
Chief Project Manager
Allen County Highway Department

APPROVED

BOARD OF COMMISSIONERS:
ALLEN COUNTY, INDIANA

Judith Hoover
Wm E R

ATTEST: ALLEN COUNTY AUDITOR

Riabeth A. Bergmann

cc: Contractor
Accounting
Project File
County Purchasing

WAYNE ASPHALT
"The Specialist"



#5

Wayne Asphalt and Construction Co., Inc.
6600 Ardmore Ave. • Fort Wayne, Indiana 46809 • Telephone (260)747-7531

PROPOSAL SUBMITTED TO Allen County Highway		PHONE 449-7369	DATE August 13, 2010
STREET 1 W. Superior St.		JOB NAME Fritz / Wallen Intersection	
CITY, STATE AND ZIP CODE Ft. Wayne, IN 46802		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

1. Perform and install 100 LF of 8 inch flex PVC.

\$ 10.00 per foot.

2. Accelerate construction for an early road opening.

\$4375.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars (\$ _____).

Net 10 Days

THIS PROPOSAL INCLUDES ALL OF THE STANDARD CONDITIONS SET FORTH ON THE REVERSE SIDE OF THIS DOCUMENT

Authorized Signature Todd K. Guthrie
Todd K. Guthrie, Vice President

Note: This proposal may be 30 days.
withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

Signature _____

#1

Allen County Highway

One West Superior Street - Room 211
Phone: 260-449-7369

Fort Wayne, Indiana 46802
Fax: 260-449-7594

CHANGE ORDER

CHANGE ORDER No. 1 and Final

PROJECT: Furnish and Install Traffic Pavement Markings on various Roads in Allen County, Indiana, Project #0002710.

BID REFERENCE No. 10-10

CONTRACTOR: Interstate Road Management.

CONTRACT DATE: August 30, 2010

This Change Order constitutes full mutual accord and satisfaction for all time and all costs related to this change. By acceptance of this Change Order, the Contractor hereby agrees that the change represents an equitable adjustment to the Contract and further agrees to waive all rights to file and further claims or changes arising out of or as a result of this change, or the accumulation of changes on this Contract.

The Contractor is directed to make the following changes in the Contract Documents as set forth in this Change Order and Attachments:

Description of the Change:

Additional white pavement marking was placed as directed by the Allen County Highway Department.

Resulting In:

Item #4, Line, Waterborne Paint, Solid, 4 Inch; 6,574.00 LFT TON @ \$0.055 = \$361.57 (Increase)
Item #5, Line, Waterborne Paint, Broken White, 4 Inch; 9,181.00 LFT @ \$0.20 = \$1,836.20 (Increase)

In order to construct the project substantially as planned and balance the contract dollar amount various quantities required adjustments as directed by the ACHD.

Resulting In:

Item #2, Line, Waterborne Paint, Broken Yellow, 4 Inch; 313,164.00 LFT @ \$0.055 = \$17,224.02 (Decrease)
Item #3, Line, Waterborne Paint, Solid Yellow, 4 Inch; 414,096.00 LFT @ 0.055 = \$22,775.28 (Increase)

Reason for the Change:

Scope Changes as Directed by the ACHD and Contract Dollar Amount Balance

The Original Contract Amount _____ \$170,653.72

Net Change by previous Change Orders _____ \$0.00

The Contract Amount prior to this Change Order _____ \$170,653.72

The Contract Amount will be Increased by this Change Order _____ \$7,749.03

The Contract Amount including this Change Order will be _____ \$178,402.75

The Original Contract Amount will be increased by 4.54% by this Change Order #1 and Final.

The Contract Time will be Unchanged with this Change Order #1 and Final.

The Current Contract Completion Date Including this Change Order is December 3, 2010.

SUMMARY THIS CHANGE ORDER No. 1 & FINAL

<u>Furnish and Install Traffic Pavement Markings on various Roads in Allen County, Indiana.</u>		
<u>Project #0002710.</u>		
Item #	Increase	Decrease
2.00		\$17,224.02
3.00	\$22,775.28	
4.00	361.57	
5.00	1,836.20	
Subtotal	\$24,973.05	\$17,224.02
Total	\$7,749.03	

NAME OF CONTRACTOR: Interstate Road Management

BY: [Signature]
Personal Signature

BRANCH MANAGER
Title

ACKNOWLEDGEMENT

State of Ohio)
County of Ottawa)SS:

Before me, the undersigned, a Notary Public for Ottawa County, State of Ohio, personally appeared

James F. Reischman, this 12th day of October, 2010

[Signature]

Resident of Ottawa County, Ohio.

My Commission Expires: March 14, 2015



Susan Jeffries
NOTARY PUBLIC
STATE OF OHIO
My Commission Expires
March 16, 2015

[Signature]

Highway Director
Allen County Highway Department

RECOMMENDED FOR APPROVAL

[Signature]

Chief Project Manager DANIEL B. ALLEN
Allen County Highway Department

APPROVED

BOARD OF COMMISSIONERS:
ALLEN COUNTY, INDIANA

[Signature]
[Signature]

ATTEST: ALLEN COUNTY AUDITOR

[Signature]

Accounting
Contractor
Project File
County Purchasing

#9

Contract No: B -30877

Change Order No.: 001

**INDIANA Department of Transportation
Construction Change Order and Time Extension Summary**

Page: 1

Contract Information

District: FT. WAYNE DISTRICT

Contract No.: B -30877

AE: Bauermeister, Brian

Letting Date: 07/07/2010

PE/S: Reuille, William

Status: Draft

Change Order Information

Date Generated: 00/00/0000

Change Order No.: 001

Date Approved: 00/00/0000

EWA: Y or Force Acct: N

Reason Code: SCOPE CHANGES, Local Agency Request

Description: Micro-Silica additive to the Class C concrete

Original Contract Amount	\$ 421,798.05	
Current Change Order Amount	\$ 6,259.40	Percent: 1.484 %
Total Previous Approved Changes	\$ 0.00	Percent: 0.000 %
Total Change To-Date	\$ 6,259.40	Percent: 1.484 %
Modified Contract Amount	\$ 428,057.45	

Time Extension Information

Date Initiated 00/00/0000

Date Completed 00/00/0000

Original Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SP Date 00/00/0000 or SP Days

(SS = Standard Specification, SP = Special Provision)

Time Element Description:

Current Time Extension

SS Days 0 SP Days 0 SP Days Value \$ 0.00

Previous Time Approved

SS Days by AE: _____ DCE: _____ SCE: _____ DDCM: _____

SS Days _____ SP Days Value \$ _____

Revised Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SS Date 00/00/0000 or SP Days 0

INDIANA Department of Transportation
Construction Change Order and Time Extension Summary

Review and Approval Information

Required Approval Authority AE: _____ DCE: _____ SCE: _____ * DDCM: _____*
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K -) (-- LE \$ 2 M --) (-- GT \$ 2 M --)
(Days per Contract) (50 SS days) (100 SS days) (200 SS Days) (GT 200 SS days)

Verbal Approval Required? Y / N If Y, by _____ Date Issued _____

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager _____

Scope/Design Recommendation Required? Y / N If Y, Referred to Project Manager(PM) _____

Date to PM _____ Date Returned _____

Approval Authority Concurs with PM? Y / N If Y, Concurrence by _____ Date _____

If N,Resolution: Approved _____ Disapproved _____

Resolved by _____ Date _____

LPA Signatures Required? Y / N If Y, Date to LPA _____ Date Returned _____

FHWA Signatures Required? Y / N If Y, Date to FHWA _____ Date Returned _____

* Field Engineer Recommendation (Required for SCE or DDCM Approval)

Field Engineer _____ Date _____

Comments: _____

Contract No: B -30877
Change Order No: 001

INDIANA
Department of Transportation

Date: 10/08/2010
Page: 3

Contract: B -30877
Project: 0500070 - State: 0500070
Change Order Nbr: 001
Change Order Description: Micro-Silica additive to the Class C concrete
Reason Code: SCOPE CHANGES, Local Agency Request

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change
0032	0500070	0032	609-06259	SYS	93.000	-242.000	C	Amount:\$ -22,506.00
Item Description: REINFORCED CONCRETE BRIDGE APPROACH 12 IN Supplemental Description1: Supplemental Description2:								
0046	0500070	0046	704-51002	CYS	540.000	-141.900	C	Amount:\$ -76,626.00
Item Description: CONCRETE, C, SUPERSTRUCTURE Supplemental Description1: Supplemental Description2:								
0047	0500070	0047	706-05732	EACH	1,500.000	-4.000	C	Amount:\$ -6,000.00
Item Description: CONCRETE BRIDGE RAILING TRANSITION, TBC Supplemental Description1: Supplemental Description2:								
0048	0500070	0048	706-51020	CYS	770.000	-8.000	C	Amount:\$ -6,160.00
Item Description: CONCRETE, C, RAILING Supplemental Description1: Supplemental Description2:								
0066	0500070	0066	704-51006	CYS	566.000	141.900	C	Amount:\$ 80,315.40
Item Description: CONCRETE, C, SUPERSTR, MODIFIED Supplemental Description1: Class "C" Concrete with Microsilica Supplemental Description2:								
0067	0500070	0067	706-05732	EACH	1,546.000	4.000	C	Amount:\$ 6,184.00
Item Description: CONC BRIDGE RAIL TRANSITION, TBC Supplemental Description1: Concrete Bridge Rail Transition, TBC w\Micro Silica Supplemental Description2:								
0068	0500070	0068	706-51020	CYS	796.000	8.000	C	Amount:\$ 6,368.00
Item Description: CONCRETE, C, RAILING Supplemental Description1: Concrete, C, Railing w\Micro Silica Supplemental Description2:								
0069	0500070	0069	609-06259	SYS	102.000	242.000	C	Amount:\$ 24,684.00
Item Description: REINFORCED CONCRETE BRIDGE APPROACH 12" Supplemental Description1: Reinforced Concrete Bridge Approach 12" w\Micro Silica Supplemental Description2:								

Total Value for Change Order 001 = \$ 6,259.40

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.
General or Standard Change Order Explanation

The Allen County Highway Department asked for a change in the concrete mix design to include micro silica. Four items were affected by this change: 1.) 0032, reinforced concrete bridge approach, 12 in, 2.) 0046, concrete, c, superstructure, 3.) 0047, concrete bridge railing transition, tbc, and 4.) 0048, concrete, c, railing. These four items will be eliminated and four new items will be added: 0066, 0067, 0068, and 0069.

Contract No: B -30877
Change Order No: 001

INDIANA
Department of Transportation

Date: 10/08/2010
Page: 4

Change Order Explanation for Specific Line Item

It is the intent of the parties that this change order is full and complete compensation for the work describe above.
Notification and consent to this change order is hereby acknowledged.

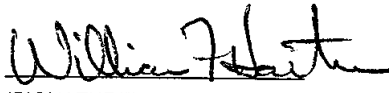
Contractor: B.L. McLoghlin Inc.

Signed By: Mark W. McLoghlin

Date: 10/8/10

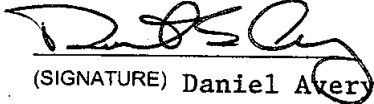
NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.

APPROVED FOR LOCAL PUBLIC AGENCY


(SIGNATURE) William F. Hartman

Director - ACHD
(TITLE)

10/22/2010
(DATE)


(SIGNATURE) Daniel Avery

Director - NIRCC
(TITLE)

10-21-10
(DATE)

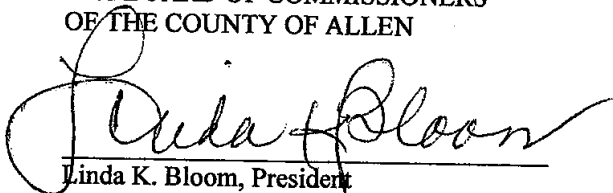
SUBMITTED FOR CONSIDERATION

PE/S _____

APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level	Name of Approver	Date	Status
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THE BOARD OF COMMISSIONERS
OF THE COUNTY OF ALLEN


Linda K. Bloom, President


Wm. E. Brown, Vice-President

F. Nelson Peters, Secretary

Date: _____

State of Indiana
 Dept of Transportation
 Schedule of Items

Contract ID: B -30877-A Project(s): 0500070
 Bidding Date: 07-07-10 Call Order: 660

Address: 35-1057237 - R.L. McCoy, Inc.

Line No.	Item Description	Approx. Quantity and Units	Unit Price		Bid Amount	
			Dollars	Cts	Dollars	Cts
0060	801-07118 BARRICADE, III-A	48.000 LFT	8.80000		422.40	
0061	801-07119 BARRICADE, III-B	24.000 LFT	11.30000		271.20	
0062	802-07060 SIGN, SHEET, RELOCATE	1.000 EACH	200.00000		200.00	
0063	808-03631 LINE, EPOXY, SOLID, WHITE, 4 IN	810.000 LFT	2.00000		1,620.00	
0064	808-03632 LINE, EPOXY, SOLID, YELLOW, 4 IN	300.000 LFT	2.00000		600.00	
0065	808-04896 LINE, EPOXY, BROKEN, YELLOW, 4 IN	98.000 LFT	2.00000		196.00	
Section 0001 Total						421,798.05
Bid Total						421,798.05
0066	MICRO SILICA DECK	141.90 CYS	566.00		80,315.40	
0067	CONCRETE RAILING TBC	4.0 EA	1546.00		6,184.00	
0068	CONCRETE "C" RAILING	8.0 CYS	796.00		6,368.00	
0069	REINFORCED CONCRETE BRIDGE APPROACH	242 CYS	101.67		24,604.14	
			102.6			