

FILED

FEB 28 2024

APPROPRIATION NO. 10, 2024

CITY CLERK

AN ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF MONEY FOR EXPENSES INCURRED DURING THE YEAR 2024.

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

BE IT ORDAINED by the Common Council of the City of Terre Haute, Vigo County, Indiana, that for the expenses of said municipal corporation the following additional sum of money is hereby appropriated and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same:

| | | <u>AMOUNT REQUESTED</u> | <u>AMOUNT APPROPRIATED</u> |
|-------|---|-----------------------------|--------------------------------|
| FROM: | Drug Training, Prevention & Education #0234-0000 | \$59,948.00 | \$59,948.00 |
| TO: | Services Contractual #0234-0000-03-432010 | \$49,948.00 | \$49,948.00 |
| | Principal on Note #0234-0000-03-439178 | \$ 7,500.00 | \$ 7,500.00 |
| | Interest on Note #0234-0000-03-439179 | \$ 2,500.00 | \$ 2,500.00 |
| | TOTAL | \$59,948.00 | \$59,948.00 |

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilperson

Passed in open Council this 14 day of March, 2024.

Tammy Boland Tammy Boland, President

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

Presented by me to the Mayor this 14 day of March, 2024

at 7:39 pm o'clock.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 14 day of March, 2024.

Brandon C. Sakbun Brandon C. Sakbun, Mayor

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

REQUEST FOR ADDITIONAL APPROPRIATION

(For Approval by Mayor, Controller, and City Council)

This form is to be used when a department needs additional monies for a depleted line item or account. This form is also used for appropriations required by certain N/R accounts.

If a Department has sufficient monies in other line items to cover the funds needed in the depleted line item, a transfer of those monies should be made rather than an appropriation of new money.

DEPARTMENT or FUND: Police DATE: 02/14/2024

FUND FROM WHICH APPROPRIATION IS TO BE MADE: 0234-0000 Drug Training, Prevention & Education

| DEPT or FUND | Account # | Account Name: | Amount: |
|--|----------------------------|-----------------------------|-----------------|
| TO: <u>Drug Training, Prevention & Education</u> | <u>0234-0000-03-432010</u> | <u>Services Contractual</u> | <u>\$49,948</u> |
| TO: <u>Drug Training, Prevention & Education</u> | <u>0234-0000-03-439178</u> | <u>Principal on Note</u> | <u>\$7,500</u> |
| TO: <u>Drug Training, Prevention & Education</u> | <u>0234-0000-03-439179</u> | <u>Interest on Note</u> | <u>\$2,500</u> |
| TO: _____ | _____ | _____ | _____ |
| Total Amount to be Appropriated: | | | <u>\$59,948</u> |

Department Head Approval: [Signature] Date: 2/28/24
(Forward to Mayor) Signature

Mayoral Approval: _____ Date: _____
(Forward to Controller) Signature

Controller Approval: [Signature] Date: 2/28/24
(Forward to Legal) Signature

Received by Legal: 2/28/24 Date: _____
Appropriation # 10

DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this appropriation. Such information should include the specific services or products you intend to purchase.

POLICE

TERRE HAUTE



To: City of Terre Haute
Office of the Controller

From: Lt. Stephen Lockard
Police Department

Re: Quietus of Check

Date: February 28, 2024

CITY OF
TERRE HAUTE
POLICE
DEPARTMENT

222 S. 7th Street
Terre Haute, IN 47807

Phone: 812.238.1661
Fax: 812.232.9002

www.terrehaute.in.gov

BRANDON SAKBUN
Mayor

KEVIN BARRETT
Chief of Police

MATTHEW RAINS
Assistant Chief / Investigations

JERÉMY SPARKS
Assistant Chief / Operations

The police department is requesting appropriation of funds as described below, to be utilized for the construction of a High Intensity Drug Trafficking Area (HIDTA) secure office within the THPD HQ facility. These funds will be provided by the Indiana HIDTA office, to be utilized to pay for construction costs as quote by Garmong.

0234-0000-03-432010 Services Contractual: \$49,948

Additional funding provided by HIDTA in the form of monthly rent for the office space up of approximately \$700-850 per month would be utilized to lease an additional vehicle used by the officers assigned to the HIDTA unit, totaling up to \$10,000 which we request be appropriated to toward Principal on Note and Interest on Note as described below:

0234-0000-03-439178 Principal on Note: \$7,500

0234-0000-03-439179 Interest on Note: \$2,500

Respectfully,



Lt. Stephen Lockard

Proposal Request

Wabash Valley HIDTA
City of Terre Haute
17 Harding Avenue
Terre Haute, IN 47807

January 18, 2024

Re: HIDTA Office Renovation – Revision 1



Garmong Construction Services is pleased to provide you with a proposal to convert two existing spaces into HIDTA office areas in the Terre Haute Police Department. This proposal is per the site walk through, attached sketches SK1 and SK2, and the following scope of work:

Division 01 – General Conditions:

1. Project Management
2. Project Supervision
3. Contract Administrator
4. Expendables
5. Transportation
6. Progress Cleaning
7. Dumpster
8. Final Cleaning

Division 02 – Demolition & Temporary Construction

1. Remove and re-hang all wall hangings and furniture as required.
2. Demo existing wall in room 212 DTF Office as shown on attached sketch SK1.
3. Demo existing wall between room 212 DTF Office and room 205 Hard Interview to allow for new door location.
4. Demo and salvage existing door, frame, and hardware at room 033 Archive Records located on the lower level of the Terre Haute Police Department.

Division 08 – Doors, Frames & Hardware

1. Provide and install one (1) new custom 3'0" x 6' 8" knock down hollow metal frame and one (1) new 3'0" x 6' 8" flush hollow metal door at room 033 Archive Records as shown on attached sketch SK2.
2. Provide all hardware for the new door at room 033 Archive Records. This shall include a heavy duty brushed chrome storeroom lever lockset, dead bolt, core, key, closer, stainless steel kick plate, and wall stop.
3. Install salvaged door and hardware as shown on attached sketch SK1.
4. Remove hardware on existing room 205 Hard Interview door and install a new brushed chrome office lever lockset.

Garmong Construction Services
3050 Poplar Street
Terre Haute, Indiana 47803
Phone: (812) 234-3714 Fax: (812) 234-1403
www.garmong.net

Division 09 – Finishes

1. Provide and install all metal stud drywall walls and bulkheads as shown on attached sketch SK1.
2. Patch carpet tile flooring at demoed wall as shown on attached sketch SK1.
3. Provide and install new ASM .75-9F maximum security steel expanded mesh from floor to deck on existing walls shown on attached sketch SK2. Mesh shall be installed over the existing drywall.
4. Provide and install 5/8" fire rated drywall from floor to deck over the installed security mesh.
5. Provide all drywall finishing and final painting as shown on attached sketches SK1 and SK2.
6. Provide and install new vinyl base as shown on attached sketch SK2.

Division 21 – Fire Suppression

1. Fire Suppression is not included.

Division 26 – Electrical

1. Install all new receptacles as shown on attached sketches SK1 and SK2. This shall include all electrical rough-in including conduit, wire, boxes, and supports.
2. Relocate existing ceiling lights as required at new wall locations.
3. Provide all rough-in for two (2) new data boxes in room 205 Hard Interview. All cabling, jacks, and faceplates are excluded.

Our budget amount for this work is:

HIDTA Office Renovation – Revision 1:

\$49,948

Clarifications:

1. All work shall be completed after normal business hours.
2. No Performance & Payment bond or Builders Risk has been included.
3. No permits have been included in this proposal.
4. Sales tax is not included in this proposal.
5. No architectural fees as design.
6. This proposal is good for 30 days.

We ask that you review this proposal and advise on how you would like to proceed. Should you have any questions, please feel free to call.

Respectfully,

Darci Chambers

Darci Chambers
Project Engineer
Garmong Construction Services

Wabash Valley HIDTA Office Renovation - Revision 1
 Sketch SK1



