

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
MARCH 9, 2017 – 10:30 a.m.**



Location: 1308 County-City Building
South Bend, Indiana 46601

1. REVIEW OF MINUTES

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of February 23, February 28, and March 7, 2017

2. OPENING OF BIDS

- A. Sale of City Property
 - 1. Location: 1721 Prairie Avenue
- B. Newman Center Window and Door Repair ó Project No. 117-001
 - 1. Award
 - 2. Funding: REDA TIF (429.1050.460.42.02)
- C. Water Treatment Chemicals 2017-2018
 - 1. Funding: Various Departmentø Operations Budget
- D. Leeper Park Tennis Court Recoloring
 - 1. Funding: Parks Capital
- E. Granular Activated Carbon Re-Activation and Virgin Replacement
 - 1. Funding: Loss Recovery Fund (227.0640.601.39.55)
- F. One (1) or More, 2016 or Newer, 28 Cubic Yard Single Arm, Side Loading Refuse Truck ó Spec D
 - 1. Funding: Solid Waste Capital Lease (611.0610.415.37.11/.12)

3. AWARD QUOTATIONS AND APPROVE CONTRACT

- A. Water Works Large Meter Testing
 - 1. Company: M.E. Simpson Co., Inc.
 - 2. Amount: Unit Prices NTE \$57,275 (Correction to Math Error in Bid)
 - 3. Funding: Water Works Operations (620.0640.605.31.06)

4. PROJECT COMPLETION AFFIDAVIT

- A. Ignition Park Infrastructure, Phase 1C ó Project No. 114-063A
 - 1. Company: Walsh & Kelly, Inc.
 - 2. Final Contract Amount: \$4,277,077.38
 - 3. Funding: RWDA TIF (324.1050.460.31.06)

5. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS

- A. Three (3), More or Less, 2017 or Newer, Four Door Hybrid Utility Vehicles - Spec F
 - 1. Funding: Building Department Capital Lease (600.1306.415.37.11/.12)
- B. One (1) or More, 2017 or Newer, One Ton Four-Wheel Drive Pick-Up Truck ó Spec G
 - 1. Funding: Solid Waste Capital Lease (611.0610.415.37.11/.12)

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- C. Berlin Place #2 MEP (Mechanicals, Electrical, and Plumbing) - Project No. 117-048
 - 1. Title Sheet
 - 2. Funding: RWDA TIF (324.1050.460.3102)
- D. Wastewater Treatment Plant Belt Filter Press No. 4 Rehabilitation ó Project No. 117-025
 - 1. Funding: Utilities, Wastewater, Other Equipment (641.0630.793.36.05)
- E. Ten (10), More or Less, Commercial Riding Mowers ó Spec H
 - 1. Funding: 2017 Venues Parks & Arts Capital Lease Principal & Interest (201.1101.452.37.11/.12)

6. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. Indemnification Agreement ó The Tire Rack, Inc.
 - 1. Description: No Cost Agreement for Police Department to Utilize Tire Rackø Property for State Mandated, Bi-Annual Emergency Vehicle Operations (EVOC) Training
- B. Lease Amendment ó Hewlett-Packard Financial Services Company
 - 1. Description: Amend Quantity and Price of Schedule 13 of Computer Lease
 - 2. Amount: Total Increase of \$1,678.70; New Total: \$156,029.30
 - 3. Funding: IT Lease (279.0672.415.37.11/.12)
- C. Master Lease Purchase Agreement ó Hewlett-Packard Financial Services Company
 - 1. Description: Additional Computers for New Positions/Employees
 - 2. Amount: \$8,935
 - 3. Funding: VPA, Golf, and Innovation Lease Accounts (201.1101.452.37.11/.12; 201.1102.452.37.11/.12; 279.0672.415.37.11/.12)
- D. Professional Services Supplemental Agreement No. 1 ó United Consulting
 - 1. Description: Additional Scope for Coal Line Trail, Phases I and II
 - 2. Amount: NTE \$192,400 for Phase I, and \$185,900 for Phase II
 - 3. Funding: RWDA TIF (324.1050.460.42.02)
- E. Professional Services Agreement Amendment ó DLZ Indiana, LLC
 - 1. Description: Topographic Survey for Sheridan Street Improvements
 - 2. Amount: NTE \$1,000
 - 3. Funding: RWDA TIF (324.1050.460.42.03)
- F. Easement Agreements for Corby Blvd. Sidewalk Improvements
 - 1. Grantee: Christine Bieck
 - a) Description: Temporary and Permanent Easement at 835 Northwood
 - 2. Grantee: Dorinda Chambers
 - a) Description: Temporary Easement at 1706 Corby Blvd.
 - 3. Grantee: Hayley Froysland

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- a) Description: Temporary Easement at 831 Oak Ridge
- 4. Grantee: Cinda Berticelli
 - a) Description: Temporary Easement at 839 Cavanaugh Drive
- 5. Grantee: Daniel and Carol Draper
 - a) Description: Temporary Easement at 1802 Corby Blvd.
- G. Software License and Services Agreement ó AMCS Group, Inc.
 - 1. Description: Route Planner Module for Solid Waste Trucks
 - 2. Amount: \$43,360 for Three (3) Years or when a Comprehensive ELEMOS Agreement is Signed
 - 3. Funding: Solid Waste Capital Lease Principal & Interest (611.0610.415.37.11/.12)
- H. Amendment No. 3 to Professional Services Agreement ó Lawson-Fisher Associates P.C.
 - 1. Description: Additional Services for Marion Street Roundabout at Michigan and Main Street and to correct Mathematical Error in Amendment No. 2
 - 2. Amount: Increase Original Contract and Amendment Nos. 1 & 2 by \$10,665.00; New NTE \$765,505
 - 3. Funding: TIF Bond
- I. Amendment No. 3 to Professional Services Agreement ó Lawson-Fisher Associates P.C.
 - 1. Description: Additional Services for Chippewa Avenue at Michigan and Main Streets and to correct Mathematical Error in Amendment No. 2
 - 2. Amount: Increase Original Contract and Amendment No. 1 & 2 by \$27,570; New NTE \$646,870
 - 3. Funding: SSDA TIF
- J. Professional Services Agreement ó Thomas R. Cook d/b/a ME Design Services
 - 1. Description: Design and Construction Oversight for Replacement of Century Center Cooling Tower
 - 2. Amount: \$17,100
 - 3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- K. Professional Services Agreement ó EPOCH Architecture + Planning, LLC
 - 1. Description: Design of Masonry Restoration on Century Center
 - 2. Amount: \$14,760
 - 3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- L. Release of Easements ó Robert J. Basney and Ann E. Basney
 - 1. Description: Release of Two (2) Storm Sewer Easements on the Southwest Corner of Ireland Road and Michigan Street for Subdividing Property
- M. Project Assistance Agreement ó Catalaunch, LLC d/b/a Patronicity
 - 1. Description: Disbursement of Matching Grant Funds to City for Martin Luther King Jr./Father Hesburgh Monument Project

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- 2. Amount: NTE \$20,000 to City
- N. Sidewalk Construction Agreement ó Pokagon Band of Potawatomi Indians
 - 1. Description: Establish Procedure for Sidewalk Installation at Future Pokagon Police Station

7. LICENSES AND PERMITS

- A. Processions
 - 1. Applicant: St. Adalbert Catholic Church
 - a) Event: Via Crucis ó Way of Cross
 - b) Date/Time: April 9, 2017; 2:00 p.m. to 3:00 p.m.
 - c) Favorable Recommendation subject to No Horses (Police note uncontrollable horses previously created a hazard)
 - 2. Applicant: Bike Michiana Coalition
 - a) Event: 2017 Mayor's Rid
 - b) Date/Time: May 7, 2017; 7:30 a.m. to 12:00 p.m.
 - c) Favorable Recommendations
- B. Sidewalk Cafés
 - 1. Applicant: The General Deli & Café
 - a) Location: 609 & 613 E. Jefferson Boulevard
 - b) Times: Monday-Wednesday: 7:00 a.m.-10:00 p.m.; Thursday ó Friday: 7:00 a.m.-11:00 p.m.; Saturday: 9:00 a.m.-9:00 p.m.
 - c) Favorable Recommendations
 - 2. Applicant: Cinco 5 International
 - a) Location: 112 W. Colfax Avenue
 - b) Times: Sunday - Saturday: 11:00 a.m.-11:00 p.m.
 - c) Comments: Fire Department recommends 7.5 feet of clearance for pedestrians instead of 5 feet.
 - 3. Applicant: Purple Porch Co-Op
 - a) Location: 123 N Hill Street
 - b) Times: Monday- Saturday: 8:00 a.m. - 8:00 p.m.; Sunday: 11:00 a.m. - 5:00 p.m.
 - c) Comments: Engineering recommends Subject to a portable Barrier around the Perimeter, and 5øClear Walkway
 - 4. Applicant: Fiddler's Hearth, Inc.
 - a) Location: 127 North Main Street
 - b) Times: Monday- Tuesday: 11:00 a.m. - 11:00 p.m.; Wednesday- Thursday: 11:00 a.m. - 12:00 a.m.; Friday- Saturday: 11:00 a.m. - 1:00 a.m.
 - c) Comments: Engineering Recommends Subject to 5øWalkway Clearance (with Lamp Post)

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5. Applicant: Tapastrie LLC
 - a) Location: 103 W Colfax Avenue
 - b) Times: Monday- Saturday: 11:00 a.m. - 10:00 p.m.
 - c) Favorable Recommendations
 6. Applicant: LePeep of South Bend, Inc.
 - a) Location: 127 S. Michigan Street
 - b) Times: Monday- Friday: 6:30 a.m. - 2:00 p.m.; Saturday- Sunday: 7:00 a.m.- 2:00 p.m.
 - c) Favorable Recommendations
- C. Licenses
1. Type: Massage Establishment Renewals ó All Favorable Recommendations
 - a) Applicant: Chinese Massage Spa
(1) Location: 2614 S. Michigan St.
 - b) Applicant: Top Oriental Massage
(1) Location: 421 Hickory Rd.
 - c) Applicant: Southside Massage Retreat
(1) Location: 411 East Ireland Rd., Ste. 300
 - d) Applicant: Rachael T. Massage & Essential Oils
(1) Location: 616 E. Colfax Ave.
 - e) Applicant: Hair Crafters
(1) Location: 602 Lincoln Way St.
 - f) Applicant: Therapeutic Indulgence LLC
(1) Location: 903 E. Jefferson Blvd.
 2. Type: Public Parking Facility
 - a) Applicant: LAZ Parking Midwest, LLC
 - b) Location: 1228 N. Eddy St.
 - c) Favorable Recommendations
 3. Type: Open Air Business
 - a) Applicant: Quincy's Café (Coffee Cart)
 - b) Location: Corner of Washington Street and Main Street
 - c) Times: January 1, 2017 ó December 31, 2017, 7:00 a.m. to 5:00 p.m.
 - d) Favorable Recommendations provided Pedestrian Traffic is not Obstructed
- D. Encroachments/Revocable Permits
1. Applicant: North American Signs, Inc.
 - a) Locations: 630 North Michigan Street and 420 North Main Street
 - b) Description: Install Way-Finding/Directional Signs for Memorial Hospital in Grass Area between Curb and Sidewalk

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- c) Street Department recommends moving Sign at 630 N. Michigan Street further from the Curb as it will be Vulnerable to Damage from Snow Plowing

8. VACATIONS

- A. Applicant: Francis Linarello
 - 1. Location: First North/South Alley East of Portage Avenue from Navarre Street to Marion Street
 - 2. Purpose: Set-Up Outdoor Seating at Frankø's Place
 - 3. Comments: Need Access Agreement for Two (2) Garages; Fire Dept. gives Unfavorable Recommendation due to Excess Distance from Hydrants
- B. Applicant: Terry and Dawn Collins
 - 1. Location: End of East/West Alley at St. Paulø's Place between Washington Street and Colfax Avenue; Vacate and Block off Alley Access at St. Paulø's Place
 - 2. Purpose: Eliminate Trash Dumping and Speeding Cars (Paved Alley)
 - 3. Comments: Would make access to the Lands of the Aggrieved Person by means of Public Way Difficult or Inconvenient; would also create a Dead-End Alley

9. TRAFFIC CONTROL DEVICES

- A. New Installation ø Stop Sign
 - 1. Location: Lakewood Drive at Intersection with Brookton Drive
 - 2. All criteria has been met
- B. New Installation ø No Parking Anytime ø One (1) Sign
 - 1. Location: North Side of Hartzler Street, 65 feet West of Sidewalk Parallel to Eclipse Place
 - 2. All criteria has been met
- C. New Installation ø No Parking Anytime ø Two (2) Signs
 - 1. Location: East Side of Lafayette Boulevard ø 150 feet South and 115 feet North of Memorial Drive
 - 2. All criteria has been met
- D. Revision ø Speed Limit Sign, 30 mph to 40 mph
 - 1. Location: Douglas Road from Eastern to Western City Limits
 - 2. All criteria has been met

10. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE

- A. 25740 Hunt Trail ø Sewer

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11. RATIFY BONDS

- A. Excavation Bonds
 - 1. Silver Creek Homes, Inc. ó Approved Effective February 23, 2017
- B. Occupancy Bond
 - 1. JSM Developments of Bremen, LLC d/b/a Paul Davis Restoration of Michiana ó Approved Effective February 24, 2017

12. CLAIMS

- A. Water and Sewer Charges Appeal
 - 1. Applicant: Roger Valdiserri, 18441 Cypress Drive
 - 2. Description: Requesting Reimbursement for Meter Errors and Interest and Plumbing Expenses back to 2009. South Bend Municipal Rules and Regulations allow up to Two Years Credit for Errors in Billing, any Longer must be appealed through Board of Public Works
 - 3. Amount: \$3,035.06 for Water and Sewer Credit only (cannot credit for plumbing or interest) from 2009-2015; Water Works previously Credited Account for 2015-2017 Overcharges.

13. PRIVILEGE OF THE FLOOR

14. ADJOURNMENT

NOTICE
FOR HEARING AND SIGHT IMPAIRED PERSONS
Auxiliary Aid or Other Services are Available upon Request at No Charge.
Please Give Reasonable Advance Request when Possible.