

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
MEETING
MARCH 14, 2017 – 9:30 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 No. 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
 - O. Revision to Municipal Utilities Rules and Regulations
 - 1. Description: Revise Appeal Language in Section XIV. Customer Complaints and Disputes
- 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 Ride
 - 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

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- 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)
- 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: Quincyø 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.

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- 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
- 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 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 Place between Washington Street and Colfax Avenue; Vacate and Block off Alley Access at St. Paulø 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 ó Stop Sign
 - 1. Location: Lakewood Drive at Intersection with Brookton Drive
 - 2. All criteria has been met
- B. New Installation ó No Parking Anytime ó 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 ó No Parking Anytime ó Two (2) Signs
 - 1. Location: East Side of Lafayette Boulevard ó 150 feet South and 115 feet North of Memorial Drive
 - 2. All criteria has been met
- D. Revision ó Speed Limit Sign, 30 mph to 40 mph
 - 1. Location: Douglas Road from Eastern to Western City Limits
 - 2. All criteria has been met

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10. **CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**
 - A. 25740 Hunt Trail ó Sewer

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**

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.