

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 20, 2017 – 10:30 a.m.**



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

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**AGENDA REVIEW SESSION**

**1. REJECT QUOTATIONS**

- A. Unity Gardens Site Development ó Project No. 117-050
    - 1. Description: Quote Exceeds Budget; Change in Scope of Project
    - 2. Funding: RWDA TIF (324.1050.460.42.01)
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**REGULAR MEETING**

**1. REVIEW OF MINUTES**

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of July 6, July 11, and July 18, 2017

**2. OPENING OF BIDS**

- A. Demolition of Howard Park Recreation Center ó Project No. 117-058
  - 1. Funding: REDA TIF (429.1050.460.39.82)
- B. Newman Center Site Development ó Project No. 117-060R
  - 1. Funding: REDA TIF (429.1050.460.42.02)
- C. 100 Wayne Street Plaza and Streetscape ó Project No. 114-067
  - 1. Funding: RWDA TIF (324.1050.460.42.01)
- D. One (1) or More, New Positive Displacement Hydro-Excavating Machine with Tandem Axle Cab & Chassis ó Spec U
  - 1. Funding: Water Works Capital Budget (622.0604.415.43.02)

**3. OPENING OF QUOTATIONS**

- A. Seitz River Wall Solar Light Upgrade
  - 1. Funding: Park Bond (751.1101.452.39.89)
- B. Conservatory Roof Repair
  - 1. Funding: Park Bond (751.1101.452.39.89)
- C. South Bend Water Works Leak Survey 2017
  - 1. Funding: Water Works Operating Fund (620.0640.605.31.06)

**4. AWARD BIDS AND APPROVE CONTRACTS**

- A. Janitorial-Cleaning Supplies 2017 ó Spec S
  - 1. Company:
    - a) HP Products Corporation
      - (1) Sec 1: Chemicals ó Line Items 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 17, 18, 19, 20, 21, 22, 24, 26, 28 & 31;
      - (2) Sec 2: Supplies ó Line Items 34, 35, 37, 39, 40, 41, 42, 43, 46, 48, 49, 54, 55, 56, 59, 60, 61, 62, 66 & 67;
      - (3) Sec 3: Paper Products ó Line Items 73, 75, 76 & 77
    - b) Kabelin Commercial Supply

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- (1) Sec 1: Chemicals - Line Items 3, 4, 16, 23 & 32;
- (2) Sec 2: Supplies ó Line Items 47, 57, 58, 63, 64, 65 & 70;
- (3) Sec 3: Paper Products ó Line Items 72 & 78;
- (4) Sec 4: Poly Trash Bags ó Line Item 83
- c) Sanco Distributing, Inc.
  - (1) Sec 1: Chemicals - Line Item 29 & 30
- d) South Bend Chemical
  - (1) Sec 1: Chemicals - Line Item 27;
  - (2) Sec 2: Supplies - Line Item 36, 69, & 71;
  - (3) Sec 3: Paper Products ó Line Item 74
- e) KSS Enterprises
  - (1) Sec 1: Chemicals - Line Item 15 & 25;
  - (2) Sec 2: Supplies ó Line Item 38, 44, 45, & 68
- f) Acuity Specialty Products, Inc. d/b/a Zep Sales and Services
  - (1) Sec 2: Supplies - Line Item 33
- g) Central Poly-Bag Corp
  - (1) Sec 4: Poly Trash Bags ó Line Item 84
- h) Interboro Packaging
  - (1) Sec 2: Supplies - Line Item 50, 51, 52, & 53;
  - (2) Sec 4: Poly Trash Bags ó Line Item 86
- i) Unipak Corp
  - (1) Sec 4: Poly Trash Bags ó Line Item 81
- j) All American Poly
  - (1) Sec 4: Poly Trash Bags ó Line Item 79, 80, 82 & 85
- 2. Amount: Unit Prices
- 3. Funding: Various
- B. Eighteen (18), More or Less, New Heavy Duty Mobile Lifting Systems ó Spec T
  - 1. Company: M.S. Foster & Associates, Inc.
  - 2. Amount: \$114,180
  - 3. Funding: Central Services Capital Budget (224.0605.419.43.10)

**5. REJECT BIDS AND READVERTISE**

- A. Downtown Mill and Asphalt Overlay ó Project No. 117-052
  - 1. Description: Bids Exceed Budget
  - 2. Funding: TIF Bond

**6. AWARD QUOTATIONS AND APPROVE CONTRACT**

- A. LED Luminaires ó Project No. 117-078
  - 1. Company: All Phase Electric Supply
  - 2. Amount: Unit Prices NTE \$63,000

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3. Funding: COIT (404.0602.431.22.40)

**7. CHANGE ORDERS**

- A. Western Avenue Corridor Improvements ó Project No. 115-097
  - 1. Company: Selge Construction Co., Inc.
  - 2. Change Order No.: 1
  - 3. Increase Amount: Change Intermediate Completion Dates:
    - a) Phase III: Thirty-One (31) Days; Change from July 31, 2017 to August 31, 2017
    - b) Phase IV: Twenty-Five (25) Days; Change from September 15, 2017 to October 10, 2017
  - 4. Funding: RWDA TIF (324.1050.460.31.02)

**8. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS**

- A. Hibberd Site Improvements ó Project No. 117-063
  - 1. Funding: RWDA TIF (324.1050.460.42.01)
- B. Morris Performing Arts Center Marquee Upgrade ó Project No. 117-070
  - 1. Funding: MPAC Capital Improvements (416.0404.453.43.08)
- C. Marriott Hotel Site Development at Hall of Fame Phase 3 ó Project No. 117-064
  - 1. Funding: RWDA TIF (324.1050.460.42.01)
  - 2. Title Sheet
- D. One (1) or More, 2017 or Newer, Single Axle Dump Truck with Underbody Scraper ó Spec W
  - 1. Funding: Venues Parks and Arts Capital Lease (201.1101.452.37.11/.12)

**9. TITLE SHEET – INDOT**

- A. Monroe and Studebaker Safe Routes to School ó Project No. 116-039
  - 1. Funding: LOIT (257.0608.431.42.96)

**10. RESOLUTIONS**

- A. No. 27-2017 ó A Resolution of the Board of Public Works of the City of South Bend, Indiana, Appointing Authorized Representatives to Conduct Certain Administrative Acts
  - 1. Description: Authorize Eric Horvath, Director of Public Works, to perform certain Administrative Acts on behalf of the Board of Public Works
- B. No. 28-2017 ó A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property
  - 1. Description: 2003 Pierce Enforcer Fire Truck

**11. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**

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- A. Software License Renewal ó CDW Government
  - 1. Description: Third Year of Three (3) Year Renewal of Microsoft Subscription Licensing
  - 2. Amount: \$253,284.09
  - 3. Funding: IT Operating (279.0672.415.36.04)
- B. Professional Services Agreement ó AccordWare, LLC
  - 1. Description: Affordable Care Act Reporting for IRS Forms 1094 and 1095  
Amount: \$3,900.00 (\$1.25 per 1095-C Form and \$1.00 per Employee Reporting Fee plus \$750 Base Fee)
  - 2. Funding: Health Insurance Fund (711.0401.671.31.06)
- C. Professional Services Agreement ó Lawson-Fisher Associates, P.C.
  - 1. Description: Fellows St. Raised Crosswalk at Riley High School
  - 2. Amount: NTE \$8,750
  - 3. Funding: RWDA TIF (324.1050.460.31.02)
- D. Professional Services Agreement ó Abonmarche Consultants
  - 1. Description: Lincolnway West and Charles Martin Intersection Improvements
  - 2. Amount: NTE \$109,600
  - 3. Funding: RWDA TIF (324.1050.460.31.02)
- E. Amendment No. 1 to Professional Services Agreement ó Abonmarche Consultants
  - 1. Description: Howard St. Traffic Impact Study
  - 2. Amount: \$5,000: New NTE Total \$15,000
  - 3. Funding: REDA TIF (429.1050.460.31.02)
- F. Professional Services Agreement ó KIL Architecture and Planning
  - 1. Description: Erskine Clubhouse Remodeling Assessment
  - 2. Amount: NTE \$18,600
  - 3. Funding: SSDA TIF (430.1050.460.31.06) Subject to Redevelopment Funding
- G. Contract ó SBC Global Services, Inc. d/b/a AT&T Global Services
  - 1. Description: Renewal of T1 and DS3 Circuits for Network Connectivity between the Police Department and Fire Stations
  - 2. Amount: \$1,490/Month for Thirty-Six (36) Months; Total of \$53,640
  - 3. Funding: COIT (279.0617.431.21.04)
- H. Software Agreement ó Aquitas Solutions, Inc.
  - 1. Description: Software Renewal
  - 2. Amount: \$22,092
  - 3. Funding: O&M (641.0630.793.39.10)
- I. Professional Services Agreement ó Epoch Architecture + Planning, LLC
  - 1. Description: Fire Station No. 9 Design
  - 2. Amount: NTE \$285,570
  - 3. Funding: Fire Department Capital Improvements (287.0902.422.31.06)

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- J. Special Purchase of Brown Equipment Company
  - 1. Description: Compatible Heavy Duty 14,500 lb. Truck with Multi-Conductor TV/Lateral Inspection System Hardware and Software per I.C. 5-22-10-8.
  - 2. Amount: NTE \$285,000
  - 3. Funding: Sewers Capital (642.0621.415.43.02)
- K. Professional Services Agreement of Lawson-Fisher Associates, P.C.
  - 1. Description: Ironwood Road Pavement Restoration Survey and Design
  - 2. Amount: NTE \$49,800
  - 3. Funding: LOIT (257.0608.431.31.06)
- L. Professional Services Agreement of Lawson-Fisher Associates, P.C.
  - 1. Description: West Race Bank Trail Improvements Survey and Design
  - 2. Amount: NTE \$82,600
  - 3. Funding: RWDA TIF (324.1050.460.31.02)
- M. Memorandum of Understanding of St. Joseph County
  - 1. Description: Mayflower Road Paving from Western Ave. to Lincolnway West
  - 2. Amount: \$172,631.88
  - 3. Funding: MVH (202.0607.431.36.01)
- N. Professional Services Agreement - EnFocus
  - 1. Description: Renewal of Internship Program
  - 2. Amount: TBD
  - 3. Funding: COIT (404.0672.415.31.06)

**12. LICENSES AND PERMITS**

- A. Block Party of Non-Residential
  - 1. Applicant: Jonathan Jones
    - a) Event: 2017 Urban Adventure Games
    - b) Location: South St. from Taylor St. to Lafayette Blvd. with a Temporary Blocking of Intersection for Fifteen (15) Minutes
    - c) Date/Time: July 29, 2017; 5:00 a.m. to 1:00 p.m.
    - d) Favorable Recommendations
- B. Processions
  - 1. Applicant: Living Stones Church
    - a) Event: Ready. Set. School!
    - b) Date/Time: August 5, 2017; 9:00 a.m. to 10:00 a.m.
    - c) Favorable Recommendations for Revised Route
  - 2. Applicant: Fraternal Order of Police No. 36
    - a) Event: Fallen Officer Scholarship Ride
    - b) Date/Time: August 5, 2017; 12:00 p.m. to 5:00 p.m.
    - c) Favorable Recommendations
  - 3. Applicant: Stanley Clark School

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- a) Event: The Clark Run 5K
- b) Date/Time: October 14, 2017; 8:30 a.m. to 11:00 a.m.
- c) Favorable Recommendations
- 4. Applicant: Maranatha Missionary Baptist Church, Inc
  - a) Event: Maranatha Accessibility Riding for a Lift
  - b) Date/Time: August 5, 2017; 8:00 a.m. to 12:45 p.m.
  - c) Favorable Recommendations
- C. Temporary Occupancy Permit
  - 1. Applicant: Majority Builders, Inc.
    - a) Location: 321 S. Main Street
    - b) Description: Sidewalk/Alley Closure to allow Construction on Building
    - c) Dates: July 10, 2017 to July 10, 2018

**13. VACATIONS**

- A. Applicant: Carolyn Peppers
  - 1. Location: North/South Alley from Linden St. to Hine St. West of Pugin St., East of Studebaker St.
  - 2. Purpose: Fence Property and Entrance
  - 3. Unfavorable Recommendations due to Access Issues

**14. TRAFFIC CONTROL DEVICES**

- A. New Installation of Residential Handicapped Accessible Parking Space Signs
  - 1. Locations:
    - a) 1614 S. Taylor St.
    - b) 133 E. Ewing Ave.
  - 2. All criteria has been met
- B. Removal and New Installation
  - 1. Location: North Side of Western Ave. between Main St. and Michigan St.
    - a) Remove Two Hour Parking this Block and Install No Parking with Two-Hour Parking where the Curb is bumped in.
  - 2. Location: North Side of Monroe St. East of Intersection with Main St.
    - a) Remove No Parking Restriction and Replace with Two-Hour Parking
- C. Removal, New Installation and Revision
  - 1. Location: South Side of Jefferson Blvd. between Michigan St. and Dr. Martin Luther King Jr. Blvd.
    - a) Remove: Half-Hour Parking Restriction
    - b) Install: Two (2) Hour Parking on this Block and No Parking in Spaces on either side of Mailboxes and Fire Hydrants
    - c) Revision: Adjust Locations of No Parking Restrictions to align with Newly Marked Spaces

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- D. Revision
  - 1. LaPorte Ave. and Colfax Ave. Intersection
    - a) Convert Traffic Signal to all Red Flashing for a period of at least Ninety (90) Days based on Traffic Signal Warrant Study recommending Removal of the Traffic Signal
  
- 15. **CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**
  - A. 19375 Foley Circle North, Lot 27, Cottages of Pendle Woods ó Water/Sewer
  - B. 52652 Blue Winged Trail, Lot 237, Augustine Lakes Estates ó Water/Sewer
  - C. 52651 Common Eider Trail, Lot 228, Augustine Lakes Estates ó Water/Sewer
  - D. 52635 Common Eider Trail, Lot 227, Augustine Lakes Estates ó Water/Sewer
  
- 16. **CLAIMS**
  
- 17. **PRIVILEGE OF THE FLOOR**
  
- 18. **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.**