

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
August 3, 2017 – 10:30 a.m.**



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

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**1. REVIEW OF MINUTES**

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of July 20, July 25, and August 1, 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. Four (4), More or Less, 2017 or Newer, Mid-Size Four Door Hybrid Sedan Automobiles ó Spec V
  - 1. Funding: Wastewater & Fire Department Capital Budget (642.0630.415.43.02/287.0902.422.43.02)
- C. Four (4), More or Less, 2017 or Newer, Police Motorcycles with Equipment ó Spec Q
  - 1. Funding: Police Department Motor Equipment Fund (220.8101.421.43.02)

**3. OPENING OF QUOTATIONS**

- A. River Walk Subdivision Street Lighting - Project No. 117-080
  - 1. Funding: REDA TIF (429.1050.460.42.03)
- B. Howard Park Lodge HVAC Installation
  - 1. Funding: Park Bond (751.1101.452.39.89)
  - 2. Award
- C. Conservatory Roof Repair
  - 1. Funding: Park Bond (751.1101.452.29.89)
  - 2. Award
- D. Veteransø Memorial Park Electrical Work
  - 1. Funding: IUSB Memorial Fund (405.1101.452.36.09)
  - 2. Award

**4. AWARD BIDS AND APPROVE CONTRACT**

- A. 2017 South Bend Police Vehicle Equipment
  - 1. Company:
    - a) On-Duty Depot of Indiana, Inc.
      - (1) Item Nos. 2, 4, 5, 6, 7, 8, 10, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 29, 33, 34, 35 and 37
      - (2) Amount: Unit Prices NTE \$171,189
    - b) Waymire Fleet Equipment
      - (1) Item Nos. 1 and 24
      - (2) Amount: Unit Prices NTE \$34,642.75
    - c) Crown North America
      - (1) Item Nos. 30, 31 and 32

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- (2) Amount: Unit Prices NTE \$25,536
      - 2. Funding: Vehicle Lease (404.0401.415.37.11/.12)
    - B. Newman Center Site Development ó Project No. 117-060R
      - 1. Company:
        - a) The Robert Henry Corporation
          - (1) Division A: Unit Prices NTE \$299,310.20
          - (2) Alternate A1: Unit Prices NTE \$71,930
        - b) HRP Construction, Inc.
          - (1) Division B: Unit Prices NTE \$113,807.07
          - (2) Division C: Unit Prices NTE \$70,546.05
      - 2. Funding: REDA TIF (429.1050.460.42.02/.03)
5. **AWARD QUOTATIONS AND APPROVE CONTRACT**
  - A. Seitz River Wall Solar Light Upgrade
    - 1. Company: Martell Electric, LLC.
    - 2. Amount: \$4,766
    - 3. Funding: Park Bond (751.1101.452.39.89)
  - B. South Bend Water Works Leak Survey 2017
    - 1. Company: American Leak Detection
    - 2. Amount: \$70,000
    - 3. Funding: Water Works Operating Fund (620.0640.605.31.06)
6. **CHANGE ORDERS**
  - A. Fellows Streetscape, Phase II ó Project No. 116-041B
    - 1. Company: Walsh & Kelly, Inc.
    - 2. Change Order No.: 1
    - 3. Increase Amount: \$5,000
    - 4. Percent of Increase: 1.07%
    - 5. Revised Contract Amount: \$471,190.00
    - 6. Funding: RWDA TIF (324.1050.460.42.01)
  - B. Wastewater Treatment Plant Compressor Building Roof Replacement ó Project No. 116-052
    - 1. Company: Dudeck Roofing and Sheet Metal
    - 2. Change Order No.: 1
    - 3. Increase Amount: \$2,800
    - 4. Percent of Increase: 1.13%
    - 5. Revised Contract Amount: \$251,600
    - 6. Funding: Utilities/Wastewater Building Maintenance (641.0630.793.36.01)
  - C. Western Avenue Corridor Improvements from Bendix Drive to Olive Street ó Project No. 115-097

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1. Company: Selge Construction Co.
2. Change Order No.: 2
3. Increase Amount: TBD
4. Percent of Increase: TBD
5. Revised Contract Amount: TBD
6. Funding: RWDA TIF (324.1050.460.42.03)

**7. CHANGE ORDER AND PROJECT COMPLETION AFFIDAVIT**

- A. Corby Boulevard Sidewalk Improvements, Divisions A, B, and C ó Project No. 116-087
  1. Company: Rieth-Riley Construction Co., Inc.
  2. Change Order No.: 2 (Final)
  3. Decrease Amount: (\$175.31)
  4. Percent of Decrease: (0.11%)
  5. Total Percent of Change: 15.91%
  6. Revised Contract Amount: \$155,415.87
  7. Funding: MVH (202.0619.431.31.06)
- B. Lincoln Way East and Caroline St. Sewer Repair ó Project No. 115-138
  1. Company: C & E Excavating, Inc.
  2. Change Order No.: 1 (Final)
  3. Decrease Amount: (\$7,981.35)
  4. Percent of Decrease: (24.29%)
  5. Revised Contract Amount: \$24,872.15
  6. Funding: Sewer Contractual Services (641.0621.792.63.35)

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

- A. Four Winds Field Concourse Painting
  1. Funding: Non-Reverting Fund (401.1101.452.36.01 )

**9. REQUEST TO ADVERTISE FOR THE RECEIPT OF PROPOSALS**

- A. South Bend Police Department Body and In-Car Video Camera Systems
  1. Funding: (101.0801.421.22.24/295.0801.421.22.24)

**10. RESOLUTIONS**

- A. No. 29-2017 ó A Resolution of the South Bend Board of Public Works Regarding the Retirement of ðOtterö, a K-9 Police Department Unit
- B. No. 30-2017 ó A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property
  1. Description: Helmet and Boots for Deceased Firefighter, Battalion Chief Kevin Kolber

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- C. No. 31-2017 ó A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property
  - 1. Description: Park Department 2003 Genie Towable Boom Lift 50øPlatform Trailer

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

- A. Contract ó Kaserø Auction Service
  - 1. Description: Auctioneer for sale of City Vehicles, Equipment, and Miscellaneous Items at the Central Services Facility
  - 2. Amount: Five Percent (5%) of Proceeds
- B. Professional Services Agreement ó Gibson Insurance
  - 1. Description: Annual Property Insurance Policy Renewal for July 1, 2017 through July 1, 2018
  - 2. Amount: \$386,024.74
  - 3. Funding: Liability Fund (226.0417.672.34.02)
- C. Contract ó South Bend Police Officer Angie Kline
  - 1. Description: Purchase of Retired South Bend Police Department K-9
  - 2. Amount: \$1.00
- D. Professional Services Agreement ó Prosperity Now
  - 1. Description: Create a City Profile and Scorecard for Racial and Economic Justice
  - 2. Amount: \$16,000
  - 3. Funding: DCI Administration (211.1001.460.31.06)
- E. Contract ó Indiana Housing and Community Development Authority (IHCDA)
  - 1. Description: Mortgage Foreclosure Prevention Counseling for IHCDAø Clients from July 1, 2017 to September 30, 2017
  - 2. Amount: \$5,750 paid to City
- F. Second Amendment to Temporary Use and Management Agreement ó Downtown South Bend, Inc.
  - 1. Description: Addition of Five (5) Parking Lots owned by Redevelopment Commission and Board of Public Works for Management by Downtown South Bend Team:
    - a) Main St. and Jefferson Blvd.
    - b) St. Joseph County Public Library
    - c) 313 S. Lafayette Blvd.
    - d) 117 S. Lafayette Blvd.
    - e) 214-216 W. Wayne St.
  - 2. Amount: \$300 per Month
  - 3. Funding: COIT (404.0617.431.37.05)
- G. Landscape Maintenance Agreement - INDOT

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1. Description: City to perform Landscape Maintenance at Prairie Avenue (SR 23) and US 31 Interchange Corridor
- H. Professional Services Agreement ó Jones Petrie Rafinski Corporation
  1. Description: Field Survey, Design and Permitting for the Ravina Park/Bowman Creek Bank Restoration
  2. Amount: NTE \$40,000
  3. Funding: Pokagon Tribe Donation Fund
- I. Amendment No. 2 to Professional Services Agreement ó Arcadis U.S., Inc.
  1. Description: Extend Construction Administration Services for Wastewater Treatment Plant Secondary Treatment Improvements
  2. Amount: NTE \$50,740
  3. Funding: Utilities/Wastewater Engineering (641.0630.793.31.02)
- J. Professional Services Agreement ó Arcadis U.S., Inc.
  1. Description: Design and Construction Administration for Wastewater Headworks Influent Gates Improvements
  2. Amount: NTE \$105,720
  3. Funding: Utilities/Wastewater Engineering (641.0630.793.31.02)
- K. Professional Services Agreement ó Donohue & Associates
  1. Description: Design of South Well Field Improvements
  2. Amount: NTE \$150,000
  3. Funding: SSDA TIF (430.1050.460.31.06)
- L. Professional Services Agreement ó Mark Dowd
  1. Description: Transportation and Innovations Strategy Study
  2. Amount: NTE \$50,500 (\$45,500 plus \$5,000 Travel Reimbursement Allowance)
  3. Funding: Community Investment Professional Services (211.1001.460.31.06)
- M. Memorandum of Assignment and Assumption ó Redevelopment Commission
  1. Description: Recordable Document of Multi-Employer Property Trustø (Building Owner) Leighton Parking Garage and Complex Ground and Airspace Lease assigned to the Board of Public Works in September 2016 (subject to Redevelopment Commission approval)
- N. Memorandum of Assignment and Assumption ó Redevelopment Commission
  1. Description: Recordable Document of Memorial Hospitalø (tenant) Leighton Parking Garage and Complex Ground Lease assigned to the Board of Public Works in September 2016 (subject to Redevelopment Commission approval)
- O. Professional Services Agreement ó Life Account LLC d/b/a Compass Professional Health Services
  1. Description: Health Insurance Plan Consulting Services
  2. Amount: \$5.00 per Beneficiary per Month
  3. Funding: Health Insurance Professional Services Fund (711.0401.671.31.06)

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- P. Lease Finance Agreement ó Public-finance.com
  - 1. Description: Lease Financing for Vehicles and Equipment
  - 2. Amount: \$1,632,000 (Principal)
  - 3. Funding: Various Departmentø Principal and Interest Accounts
- Q. Memorandum of Understanding ó Teamsters Local Union 364
  - 1. Description: Seniority for Newly Hired Teamsters

**12. LICENSES AND PERMITS**

- A. Block Party ó Residential
  - 1. Applicant: Aaron Marsh
    - a) Event: Summer Fun Block Party
    - b) Location: Eckman St. from Erskine St. to High St.
    - c) Date/Time: August 12, 2017/ 3:00 p.m. to 8:00 p.m.
    - d) Favorable Recommendations
  - 2. Applicant: Archie Donaldson
    - a) Event: Back to School Block Party
    - b) Location: Bergan St. from Huey St. to Elmer St.
    - c) Date/Time: August 19, 2017/ 12:00 p.m. to 8:00 p.m.
    - d) Favorable Recommendations
  - 3. Applicant: Viline Thompson
    - a) Event: Block Party
    - b) Location: Haney St. from Columbia St. to Fellows St.
    - c) Date/Time: August 19, 2017/ 11:00 a.m. to 8:00 p.m.
    - d) Favorable Recommendations
- B. Processions
  - 1. Applicant: Riley High School
    - a) Event: Riley Homecoming Parade
    - b) Date/Time: September 8, 2017/ 4:00 p.m. to 6:00 p.m.
    - c) See Comments
  - 2. Applicant: The Pack of Indiana
    - a) Event: Angel of Hope Memorial Benefit and Ride
    - b) Date/Time: August 19, 2017/ 9:00 a.m. to 2:00 p.m.
    - c) Favorable Recommendations
- C. Sidewalk Sale
  - 1. Applicant: Classic Boutique
    - a) Location: 796 College St.
    - b) Date/Time: Every Monday through Saturday, Weather Permitting
    - c) See Comments
- D. Temporary Occupancy Permit
  - 1. Applicant: F.A. Wilhelm Construction

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- a) Location: 1140 E. Angela Blvd.
- b) Description: Occupy Parking Lane on East Bound Angela Blvd. and South Bound Burns Ave. Travel Lane for access to Building, Deliveries, Staging and Public Safety
- c) Dates: July 17, 2017 to July 17, 2018
- 2. Applicant: Majority Builders, Inc.
  - a) Location: 321 S. Main Street; Hibberd Building
  - b) Description: Occupy Full Sidewalk and North and West Alleys to allow Construction on Building
  - c) Dates: August 8, 2017 to July 10, 2018
  - d) Board requested Applicant attend Meeting to discuss Length of Application and Full Sidewalk Closure request previously Tabled
- E. Encroachments/Revocable Permits
  - 1. Applicant: La Casa de Amistad
    - a) Location: 746 S. Meade St.
    - b) Description: Adding ADA Ramp and Relocating Sidewalk
    - c) Engineering recommends that the Sidewalk on the Left Side Corner be Rounded Off Instead of a 90-Degree Angle
  - 2. Applicant: LePeep
    - a) Location: 127 S. Michigan St.
    - b) Description: Projecting Sign
    - c) Favorable Recommendations

**13. VACATIONS**

- A. Applicant: Scott Baracka
  - 1. Location: East/West Alley in the 1100 Block of Blaine Avenue between Blaine Ave. and North/South Alley from Humboldt Ave. to Vassar Ave.
  - 2. Purpose: Safety
  - 3. Favorable Recommendations
- B. Applicant: Joe Hart on behalf of South Bend Cubs
  - 1. Location: Williams Street Cul De Sac
  - 2. Purpose: Four Winds Field Fun Zone Relocation
  - 3. Favorable Recommendations; Engineering Comments

**14. TRAFFIC CONTROL DEVICES**

- A. New Installation ó Temporary No Parking Signs
  - 1. Location: Lafayette Blvd. in Front of Old Courthouse Steps
  - 2. Description: No Parking Signs from 9:00 a.m. to 11:30 a.m. on August 15, 2017 for ðDrive for our Lives Press Conferenceö Bus Parking
  - 3. Favorable Recommendations; Courthouse has approved use of Steps for Event

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- B. New Installation of 3-Way Stop Sign
    - 1. Location: Notre Dame Ave. and Northside Blvd.
    - 2. All criteria has been met
  - C. New Installation of Residential Parking Zone
    - 1. Location: Champions Way
    - 2. All criteria has been met
  - D. New Installation, Removal and Revision
    - 1. Location: West Side of Michigan St. North of Jefferson Blvd.
      - a) Marked Space just North of Leighton Parking Garage Entrance, change Police Parking Only to 15-Minute Loading Zone
      - b) North Side of Jefferson Blvd., 1<sup>st</sup> Marked Spaced East of Main St., change 15-Minute Parking from 6:00 a.m. to 6:00 p.m. to 15-Minute Loading Zone
    - 2. All criteria has been met
  - E. New Installation of No Parking
    - 1. Location: Both Sides of St. Joseph St. South of Ireland Rd. and Both Sides of Callander St. West of St. Joseph St.
    - 2. All criteria has been met
- 15. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**
- A. 21570 Holly Berry Court of Water
- 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.**