

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
FEBRUARY 9, 2018 – 12:15 p.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 January 18, January 23, January 30, and February 6, 2018
  
- 2. PUBLIC HEARING**
  - A. New Massage Establishment License
    1. Company: Sai Shakti Massage and Healing
    2. Location: 115 N. William St., Ste. 204
    3. Favorable Recommendations
  
- 3. OPENING OF QUOTATIONS**
  - A. Century Center Lift Equipment
    1. Funding: Hotel/Motel Tax (7304.4201.000.0099)
  
- 4. OPENING OF PROPOSALS**
  - A. Enterprise Resource Planning System and Implementation Services
    1. Funding: IT Other Professional Services (404.0672.415.31.06)
  - B. Venues, Parks, and Arts Electrical Services Contract
    1. Funding: Routine Maintenance (201.1101.452.36.01)
  - C. Venues, Parks, and Arts Plumbing Services Contract
    1. Funding: Routine Maintenance (201.1101.452.36.01)
  
- 5. AWARD QUOTATIONS AND APPROVE CONTRACTS**
  - A. Morris Bistro Renovation
    1. Company: M&V Pro Services, Inc.
    2. Amount: \$33,777.90; Base Quote with No Alternates
    3. Funding: Joint Licensing Fund
  - B. Palais Royale Awnings
    1. Company: Custom Awning
    2. Amount: \$18,671; Base Quote Plus Alternate Nos. 1 & 2
    3. Funding: Joint Licensing Fund
  - C. FLIR Traffic Camera Replacements ó Project No. 118-006
    1. Company: Pemberton Davis Electric, Inc.
    2. Amount: \$110,110.10
    3. Funding: LRSA (251.0608.431.36.67)
  
- 6. CHANGE ORDERS**
  - A. East Bank Sewer Separation, Phase 5 ó Project No. 114-062B
    1. Company: Walsh & Kelly, Inc.
    2. Change Order No.: 9 (Final)
    3. Increase Amount: \$77,926.18
    4. Percent of Increase: 1.43%

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5. Total Percent of Change: 8.48%
  6. Final Contract Amount: \$5,511,798.78
  7. Funding: REDA TIF/Other Contractual Services  
(429.1050.460.31.02/641.0630.793.63.35)
- B. Charles Black Center Renovations ó Project No. 116-073
1. Company: Gibson-Lewis, LLC
  2. Change Order No.: 1
  3. Increase Amount: \$16,520
  4. Percent of Increase: 0.44%
  5. Revised Contract Amount: \$3,812,520
  6. Funding: Park Bond (751.1101.452.39.89)
- C. Charles Black Center Renovation ó Project No. 116-073
1. Company: Gibson-Lewis, LLC
  2. Change Order No.: 2
  3. Increase Amount: \$73,726
  4. Percent of Increase: 1.93%
  5. Total Percent of Change: 2.38%
  6. Revised Contract Amount: \$3,886,246
  7. Funding: Park Bond (751.1101.452.39.89)
- D. Wastewater Treatment Plant Digester Gas Utilization ó Project No. 116-050R
1. Company: Thieneman Construction, Inc.
  2. Change Order No.: 1
  3. Decrease Amount: (\$30,827)
  4. Percent of Decrease: (4.09%)
  5. Revised Contract Amount: \$723,173
  6. Funding: Wastewater Capital Improvements/Other Contractual Services  
(642.0630.415.43.66/642.0630.793.63.35)
- E. Morris Theatrical Lighting Control Upgrade
1. Company: TPC Technologies, Inc.
  2. Change Order No.: 1
  3. Increase Amount: \$1,058.75
  4. Percent of Increase: 1.4%
  5. Revised Contract Amount: \$73,316.20
  6. Funding: Morris Capital Improvement Fund (416.0404.453.43.08)
- F. 2017 Central Services Remodel ó Project No. 117-118
1. Company: Gibson-Lewis, LLC
  2. Change Order No.: 1
  3. Increase Amount: \$5,977
  4. Percent of Increase: 12.88%
  5. Revised Contract Amount: \$52,399
  6. Funding: Central Services Capital (224.0605.419.43.10)

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**7. CHANGE ORDERS AND PROJECT COMPLETION AFFIDAVITS**

- A. Bowen Street Drainage Improvements ó Project No. 116-082A
  - 1. Company: Walsh & Kelly, Inc.
  - 2. Change Order No.: 1 (Final)
  - 3. Increase Amount: \$4,208.60
  - 4. Percent of Increase: 8.46%
  - 5. Final Contract Amount: \$53,958.60
  - 6. Funding: SSDA TIF (430.1050.460.31.02)
- B. 2017 Curb and Sidewalk, Division A - Project No. 117-008
  - 1. Company: Walsh & Kelly, Inc.
  - 2. Change Order No.: 1 (Final)
  - 3. Increase Amount: \$2,596.00
  - 4. Percent of Increase: 2.38%
  - 5. Final Contract Amount: \$111,620
  - 6. Funding: MVH (202.0619.431.31.06)
- C. Fire Station No. 9 Demolitions ó Project No.117-088
  - 1. Company: R&R Excavating, Inc.
  - 2. Change Order No.: 1
  - 3. Decrease Amount: (\$7,950)
  - 4. Percent of Decrease: (7.61%)
  - 5. Final Contract Amount: \$96,500
  - 6. Funding: EMS Capital (287.0902.422.36.01)

**8. PROJECT COMPLETION AFFIDAVITS**

- A. River Walk Lighting ó Project No. 117-080
  - 1. Company: TGB Unlimited dba S/T Bancroft Electric
  - 2. Final Contract Amount: \$47,990
  - 3. Funding: COIT (404.0602.431.22.40)
- B. 2017 Infrared Asphalt Pavement Patching ó Project No. 117-074
  - 1. Company: Asphalt Restoration Services, LLC
  - 2. Final Contract Amount: \$57,250
  - 3. Funding: LRSA (251.0608.431.36.10)
- C. Wastewater Treatment Plant Compressor Building Roof Replacement ó Project No.116-052
  - 1. Company: Dudeck Roofing and Sheet Metal
  - 2. Final Contract Amount: \$251,600
  - 3. Funding: Utilities, Wastewater, Maintenance Services Building (641.0630.793.36.01)

**9. REQUEST TO ADVERTISE**

- A. 2018 Trucking of Belt Pressed Biosolids for Land Application

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- 1. Funding: Utilities, Organic Resources, Contractual Services Other (641.0631.793.63.35)
- B. 2018 Lawn Maintenance & Mentorship Program
  - 1. Funding: Park Maintenance (201.1101.452.39.89)
- C. 2018 Venues, Parks, and Arts Cemetery Mowing
  - 1. Funding: Park Maintenance (201.1101.452.39.89)

**10. RESOLUTIONS**

- A. A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property ó Firefighter Helmets and Boots:
  - 1. No. 02-2018 ó Lieutenant Scott Chlebowski
  - 2. No. 03-2018 - Firefighter Lawrence Pitcher
- B. A Resolution of the City of South Bend, Indiana Board of Public Works for the Disposal of Surplus Property ó Retirement Gift of Firearms:
  - 1. No. 04-2018 - Officer Christopher Voros
  - 2. No. 05-2018 - Officer Eldon Bradley
  - 3. No. 06-2018 - Officer Michael Grant
  - 4. No. 07-2018 - Officer Terrance Santa
  - 5. No. 08-2018 - Officer Gary Horvath
- C. No. 09-2018 - A Resolution of the South Bend Board of Public Works Regarding the Retirement of óDexö, a K-9 Police Department Unit
- D. No. 10-2018 ó A Resolution of the Board of Public Works of the City of South Bend Accepting the Transfer of Real Property from the Indiana Department of Transportation
  - 1. Description: Authorize David Relos to act as Boardø Agent to Execute Documents for the Transfer of Eighteen (18) Remnant SR 23/Eddy Street Parcels for \$13,890
- E. No. 11-2018 ó A Resolution of the Board of Public Works of the City of South Bend Approving the Transfer of Real Property to the South Bend Redevelopment Commission
  - 1. Description: Authorize David Relos to act as Boardø Agent to Execute Documents for the Transfer of 322 S. Lafayette Blvd.
- F. No. 12-2018 ó A Resolution of the Board of Public Works of the City of South Bend Approving the Transfer of Real Property to the South Bend Redevelopment Commission
  - 1. Description: Authorize David Relos to act as Boardø Agent to Execute Documents for the Transfer of 2401 W. Western Ave. (PNA)

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

- A. Amendment to Memorandum of Understanding - Teamsters Local Union No. 364

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1. Description: Extend to Meter Work Group Employees the Opportunity to Combine Two (2) Paid Fifteen (15) Minute Break Periods into a Thirty (30) Minute Lunch Break
- B. Amendment No. 1 to Professional Services Agreement ó Abonmarche Consultants, Inc.
  1. Description: Additional Survey and Design Work to Extend the River Walkway from the Notre Dame Boat House East to Beyer Ave. and Northside Boulevard along the South Side of Northside Boulevard
  2. Amount: \$46,900
  3. Funding: Regional Cities Grant (201.1111.452.31.06)
- C. Joint Funding Agreement ó United States Department of the Interior/U.S. Geological Survey
  1. Description: Annual Agreement for Water Level Measurement and Analysis
  2. Amount: \$3,000
  3. Funding: Water Works Operations Fund (620.0640.658.31.35)
- D. Software Support Agreement ó Application Data Systems, Inc.
  1. Description: Police Department's Records Management System Software Maintenance and Support
  2. Amount: \$57,912.98
  3. Funding: IT PD Allocation (279.0672.415.36.04)
- E. Purchase Agreement ó Sergeant Jeff Chamberlain
  1. Description: Purchase of Retired K-9 Unit öDexö
  2. Amount: \$1.00; Paid to the City
- F. Professional Services Agreement ó Lawson-Fisher Associates, P.C.
  1. Description: Venues, Parks, and Arts Proposed Improvements for 2018
  2. Amount: NTE \$250,000
  3. Funding: TBD
- G. Service Proposal ó Vertiv Services, Inc.
  1. Description: Uninterruptible Battery Backup Power System for Police Station
  2. Amount: \$1,800/year; Total \$5,400 for Three (3) Years
  3. Funding: Police Dept. General Fund/Public Safety Misc. Services (101.0801.421.39.89)
- H. Software Agreement ó Network Solutions Incorporated
  1. Description: Wireless Network Installation at Morris Performing Arts Center
  2. Amount: \$41,872.50
  3. Funding: Morris Capital Improvements (416.0404.453.36.01)
- I. Software Agreement ó Cogent Communications, Inc.
  1. Description: ISP Provider for the Morris Performing Arts Center Wireless Improvements
  2. Amount: \$202/Month; \$500 One-Time Setup Fee
  3. Funding: IT Operating (279.0672.415.36.04)
- J. Matching Grant Agreement ó Indiana Department of Transportation

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1. Description: Reconstruction of North Ironwood Drive from McKinley Avenue to South Bend Avenue
  2. Amount: \$670,000; 50/50 Matching Grant
  3. Funding: Local Roads and Bridges Matching Grant
- K. Master Lease Purchase Agreement ó Hewlett Packard Financial Services Company
1. Description: HP Lease Schedule No. 17
  2. Amount: \$193.50/Month; Total \$9,092 for Four (4) Years
  3. Funding: IT Lease (279.0672.415.37.11/.12)
- L. Memorandum ó City of South Bend Solid Waste Division
1. Description: Request to Adopt Rates for Trash Services to City Departments
  2. Amount: Priced based on Size of Dumpster
- M. Memorandum ó City of South Bend Wastewater Division
1. Description: Request for the Board's Review of Potential Liquidated Damages for the Wastewater Treatment Plant Digester Gas Utilization Project due to the Contractor's Failure to Meet Substantial Completion and Final Completion Milestones
- N. Professional Services Agreement ó Brite Electric, LLC
1. Description: Electrical Panel Mapping for Martin Luther King Jr. Center and O'Brien Recreation Center
  2. Amount: NTE \$11,375
  3. Funding: Parks Routine Maintenance (201.1101.452.36.01)
- O. Amendment No. 1 to Professional Services Agreement ó KIL Architecture and Planning, Inc.
1. Description: Additional Funding for Detailed Design and Construction Documents for Erskine Clubhouse Remodel
  2. Amount: \$80,000; New Total \$98,300
  3. Funding: SSDA TIF (430.1050.460.31.06)
- P. Release of Easement ó City of South Bend
1. Description: Release of Reserve City Utility Easement for Eddy Street Phase II Development including the North/South Alley South of St. Vincent St., East of Eddy St. and One (1) East/West Alley North of Howard St., South of St. Vincent St.
- Q. Software License, Maintenance and Support Agreement ó Vermont Systems, Inc.
1. Description: RecTrac/WebTrac Software Renewal
  2. Amount: \$6,296.71
  3. Funding: IT Operating Fund (279.0672.415.36.04)
- R. Equipment Lease ó AT&T Capital Services, Inc.
1. Description: Fifty-Three (53) iPads with Accessories and Four (4) Surfaces for Various City Departments
  2. Amount: \$805/Month for Thirty-Six (36) Months; Total \$28,980
  3. Funding: IT Lease (279.0672.415.37.11/.12)

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- S. Software Agreement ó GolfNow LLC
  - 1. Description: No Cost G1 Software for all City Golf Courses
- T. Professional Services Agreement ó Network Solutions Incorporated
  - 1. Description: Upgrade Cisco Cloud Web Security to Cisco Umbrella Flex
  - 2. Amount: \$31,400; Total for Thirty-Six (36) Months
  - 3. Funding: IT Operating (279.0672.415.36.04)
- U. Professional Services Agreement ó New Avenues
  - 1. Description: Employee Assistance Program Annual Renewal
  - 2. Amount: \$3.55 PEPM for Non-Public Safety Employees; \$4.05 PEPM For Public Safety Employees
  - 3. Funding: Health Insurance Fund (711.0401.671.34.13)
- V. Access Agreement ó South Bend Civic Center Board of Managers, and Southhold, LLC. d/b/a Courtyard by Marriott
  - 1. Description: Access and Authorization for No More than Thirty (30) Southhold (Courtyard by Marriott) Employees to Park in Century Center Parking Lot
- W. Professional Services Agreement ó McCormick Engineering, LLC
  - 1. Description: Ordinance Language, GIS Layer, and Other Stormwater On-Call Services
  - 2. Amount: \$20,000
  - 3. Funding: Engineering Professional Services
- X. Professional Services Agreement ó Jones, Petrie, Rafinski
  - 1. Description: St. Joseph Streetscape Improvements from Ireland Rd. to Callander St.
  - 2. Amount: \$43,050
  - 3. Funding: SSDA TIF (430.1050.460.31.02)
- Y. Professional Services Agreement ó Lochmueller Group, Inc.
  - 1. Description: Lincoln Way East Corridor Improvements
  - 2. Amount: \$446,850
  - 3. Funding: RWDA TIF (324.1050.460.31.02)
- Z. Professional Services Agreement ó Epoch Architecture + Planning
  - 1. Description: Fire Department Training Center Classroom Building
  - 2. Amount: \$50,830
  - 3. Funding: EMS Capital (287.0902.422.31.06)
- AA. Amendment to Master Lease Agreement ó Hewlett-Packard Financial Services Company
  - 1. Description: Change in Equipment and Price for HP Schedule 15
  - 2. Amount: Increase of \$763 for Forty-Eight (48) Months
  - 3. Funding: IT Lease (279.0672.415.37.11/.12)
- BB. First Amendment to Lease ó Times Five, LLC d/b/a Linden Grill
  - 1. Description: Increase Abatement Period from Six (6) to Fourteen (14) Months
- CC. Addendum to Contract ó Workforce 1

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- 1. Description: Increase Funds for Pathways Program for Under-Skilled Workers
- 2. Amount: \$350,000
- 3. Funding: EDIT (408.1101.460.31.06)
- DD. Professional Services Agreement ó Angeles Gonzalez
  - 1. Description: Coordinator for Organization and Recruitment for Pathways Program
  - 2. Amount: \$44,110
  - 3. Funding: EDIT (408.1001.460.31.06)
- EE. Professional Services Agreement ó RoadBotics, Inc.
  - 1. Description: Street Condition Assessment Pilot Program
  - 2. Amount: \$5,000
  - 3. Funding: Streets Maintenance (202.0607.431.36.01)
- FF. Master Services Agreement ó SPEVCO, Inc.
  - 1. Description: Agreement to Design and Build an Experiential Vehicle for Venues, Parks, and Arts
  - 2. Amount: NTE \$600,000
  - 3. Funding: VPA (201.1101.452.37.11/.12)

**12. LICENSES AND PERMITS**

- A. Block Party ó Non-Residential
  - 1. Applicant: City of South Bend Venues, Parks, and Arts
    - a) Event: Best Week Ever 2018
    - b) Location: Gertrude St. from Ewing Ave. to Chippewa Ave.
    - c) Date/Time: June 3, 2018; 12:00 p.m. to 6:00 p.m.
    - d) Favorable Recommendations
  - 2. Applicant: City of South Bend Venues, Parks, and Arts
    - a) Event: Best Fireworks Ever, First Fridays
    - b) Locations and Times:
      - (1) E. Jefferson Blvd. from Martin Luther King Jr. Blvd. to Hill St.; Noon to 11:00 p.m. (fireworks)
      - (2) E. Colfax Ave. from Martin Luther King Jr. Blvd. to N. Niles Ave. - 8:30 a.m. to 11:00 p.m. (fireworks viewing)
      - (3) N. Niles Ave. from E. Jefferson Blvd. to Washington St. ó Noon to 11:00 p.m. (Riverlights Music Festival)
      - (4) W. Washington St. from N. Michigan St. to Martin Luther King Jr. Blvd. ó 4:00 p.m. to 11:00 p.m. (First Fridays Kids Night Out)
    - c) Date: June 1, 2018
    - d) Comments: Police Department will only be Staffing Jefferson Blvd. Bridge Closure
- B. Processions
  - 1. Applicant: City of South Bend Venues, Parks, and Arts
    - a) Event: St. Patrick's Day Parade



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- b) Date/Time: March 17, 2018; 9:30 a.m. to 1:00 p.m.
- c) Favorable Recommendations
- C. Licenses
  - 1. Type: Open Air Business Renewal
    - a) Applicant: The Outside Scoop
    - b) Location: Southeast Corner of Michigan St. and Jefferson Blvd.
    - c) Date/Time: March through November 2018; 10:00 a.m. to 8:00 p.m.
    - d) Favorable Recommendations

**13. VACATIONS**

- A. Alley Vacation
  - 1. Applicant: Mike Keen
  - 2. Location: Southwest/Northeast Alley 14 ft. Wide Running Southwest from West Right-Of-Way of Portage Ave. approximately 123 ft. to 1<sup>st</sup> North/South Alley, North of Van Buren Street
  - 3. Purpose: Safety and Privacy
  - 4. Favorable Recommendations

**14. TRAFFIC CONTROL DEVICES**

- A. Reserved Handicap Parking ó Temporary
  - 1. Applicant: Paula Sulentic
  - 2. Location: Outside County City Bldg., North Side of Jefferson, East of Lafayette
  - 3. All criteria has been met
- B. New Installation and Revision ó Fifteen (15) Minute Loading Zone Sign
  - 1. Location: 2211 and 2213 South Michigan Street
  - 2. Description: Install Two (2), Fifteen (15) Minute Loading Zone Signs and Relocate Two (2) Handicapped Signs
  - 3. All criteria has been met
- C. New Installation and Removal
  - 1. Description:
    - a) Install Three (3) òNo Parkingö Signs with Arrows Pointing Toward Intersecting Roads (Two Right Arrow and One Left Arrow)
    - b) Install Two (2) òNo Parking Loading Zoneö Signs with Arrows Pointing Towards New Loading Zone Area
    - c) Remove Two (2), ò2 Hour Parking 12:00 p.m. ó 6:00 p.m., 6:00 a.m. - 12:00 p.m. Commercial Vehicle Loading Zoneö Signs
  - 2. Location: Along Woodward Court in Downtown South Bend
  - 3. All criteria has been met
- D. New Installation, Removal and Revision
  - 1. Description:
    - a) Install ò15 Minute Loading Zoneö Sign

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- b) Remove 15 Minute Parking Sign
- c) Revise 15 Minute Parking 6:00 a.m. to 6:00 p.m. to 15 Minute Loading Zone from 6:00 a.m. to 6:00 p.m.
2. Location: North Side of Jefferson Blvd. between Main St. and Michigan St.
3. All criteria has been met

**15. CLAIMS**

**16. PRIVILEGE OF THE FLOOR**

**17. 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.**