

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

AGENDA REVIEW SESSION

1. OPENING OF QUOTATIONS

- A. Engineered Rubber Curb System
 - 1. Funding: LRSA Capital

2. AWARD BIDS AND APPROVE CONTRACT

- A. 2018 Trucking of Belt Pressed Biosolids for Land Application
 - 1. Company: Trucks R Us, Inc.
 - 2. Amount: \$105.00/Per Truck/Per Hour
 - 3. Funding: Organic Resources Facility, Contractual Services Other (641.0630.793.63.35)

REGULAR MEETING

1. REVIEW OF MINUTES

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of March 8, March 13, and March 20, 2018

2. PUBLIC HEARING

- A. New Massage Establishment License
 - 1. Company: South Bend Massage & Healing
 - 2. Location: 115 N. William Street
 - 3. Favorable Recommendations

3. OPENING OF BIDS

- A. Three (3), More or Less, 2018 or Newer, Standard All Wheel Drive, Four Door Utility Vehicles – Spec A
 - 1. Funding: (750.0000.413.43.02)
- B. One (1) or More, 2018 or Newer, Hydraulic Track Excavator – Spec B
 - 1. Funding: Sewer Department Motor Equipment (642.0621.415.43.02)
- C. Water Treatment Chemicals 2018-2019
 - 1. Funding: Various Operational Budgets
- D. South Bend Fire Department Training Center Classroom Building – Project No. 117-127
 - 1. Funding: EMS Capital (451.0901.422.42.02)
- E. Sale of City Owned Property
 - 1. Location: 209 S. Meade Street

4. REJECT BIDS

- A. One (1) or More, 2018 or Newer, Full Size Cargo Vans – Spec C
 - 1. Description: Incorrect Vehicle Advertised

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

2. Funding: Wastewater Capital (642.0630.415.43.02)

5. OPENING OF QUOTATIONS

- A. Wastewater Treatment Plant – Reuse Pump Station Building Wall Repairs
1. Funding: Utilities, Wastewater, Building Repairs (641.0630.793.36.01)

6. AWARD BIDS AND APPROVE CONTRACT

- A. 2018 Venues, Parks, and Arts Cemetery Mowing
1. Company: Acre's Group
2. Amount: \$39,540; Base Bid Only
3. Funding: Park Maintenance (201.1101.452.39.89)

7. AWARD QUOTATIONS AND APPROVE CONTRACTS

- A. Nello Inc. Lighting – Project No. 118-026A
1. Company: eLED Lights
2. Amount: \$7,350
3. Funding: Subject to Funding; RWDA TIF (324.1050.460.42.07)
- B. Nello Inc. Flaw Detector – Project No. 118-026B
1. Company: Michigan NPT, Inc.
2. Amount: \$9,703
3. Funding: Subject to Funding; RWDA TIF (324.1050.460.42.07)
- C. 2018 Downspout Disconnect Program – Project No. 118-014
1. Company: Acorn Landscaping LLC
2. Amount: Unit Prices; Total: \$47,813.75
3. Funding: Wastewater O&M (641.0630.793.63.35)

8. AWARD PROPOSALS

- A. 2018 Lawn Maintenance and Mentorship Program
1. Company: Greater Impact Lawn Care
2. Amount: Highest Scoring Proposal
3. Funding: Park Maintenance (201.1101.452.39.89)

9. CHANGE ORDERS

- A. Studebaker Museum Rooftop Unit Replacements – Project No. 117-081
1. Company: B.C. Mechanical, Inc.
2. Change Order No.: 1
3. Increase Amount: \$573
4. Percent of Increase: 0.36%
5. Revised Contract Amount: \$157,573
6. Funding: Major Moves (412.0401.415.36.01)

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

- B. 2016 Downtown Parking Garage Improvements – Project No. 115-143
 - 1. Company: Gibson-Lewis, LLC
 - 2. Change Order No.: 3
 - 3. Increase Amount: \$16,670; Additional Sixty-Six (66) Days
 - 4. Percent of Increase: 1.38%
 - 5. Total Percent of Change: 6.66%
 - 6. Revised Contract Amount: \$1,221,257; New Completion Date April 30, 2018
 - 7. Funding: Major Moves (412.0401.415.36.01)
 - C. Berlin Place No. 2 Electrical, Mechanical, & Plumbing, Division A – Project No. 117-048R
 - 1. Company: CBS Services, LLC
 - 2. Change Order No.: 1
 - 3. Increase Amount: Additional Ninety (90) Days
 - 4. Revised Contract Completion Date: November 12, 2018
 - 5. Funding: RWDA TIF (324.1050.460.31.02)
 - D. Morris Bistro Renovation
 - 1. Company: M&V Pro Services
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$1,875; Additional Ten (10) Days
 - 4. Percent of Increase: .06%
 - 5. Revised Contract Amount: \$35,652.90; New Completion Date April 30, 2018
 - 6. Funding: Joint Licensing Fund
 - E. Morris Performing Arts Center Marquee Display Installation – Project No. 117-070A
 - 1. Company: Burkhart Sign Systems, LLC
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$15,600
 - 4. Percent of Increase: 82.11%
 - 5. Revised Contract Amount: \$34,600
 - 6. Description: Unforeseen Circumstances for Ventilation Modifications to the Marquee Structure
 - 7. Funding: Morris Capital Fund (416.0404.453.43.08)
- 10. CHANGE ORDERS AND PROJECT COMPLETION AFFIDAVITS**
- A. Downtown Mill and Asphalt Overlay – Project No. 117-052R
 - 1. Company: Rieth-Riley Construction Co., Inc.
 - 2. Change Order No.: 1 (Final)
 - 3. Decrease Amount: (\$5,691.62)
 - 4. Percent of Decrease: (2.69%)
 - 5. Revised Contract Amount: \$205,825.25

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

- 6. Funding: RWDA TIF (324.1050.460.31.02)
 - B. Morris Performing Arts Center Phantom of the Opera Chandelier Support – Project No. 117-034
 - 1. Company: A&D Contractors, LLC
 - 2. Change Order No.: 1 (Final)
 - 3. Decrease Amount: (\$10,000)
 - 4. Percent of Decrease: (3.73%)
 - 5. Revised Contract Amount: \$258,044.74
 - 6. Funding: Broadway Theater League
 - C. 2017 Cold Milling – Project No. 117-051
 - 1. Company: J.L. Milling, Inc.
 - 2. Change Order No.: 1 (Final)
 - 3. Decrease Amount: (\$11,070.41)
 - 4. Percent of Decrease: (17.80%)
 - 5. Revised Contract Amount: \$51,129.59
 - 6. Funding: LRSA (251.0608.431.36.10)
 - D. 2017 Downspout Disconnect Program – Project No. 116-114
 - 1. Company: Acorn Landscaping, LLC
 - 2. Change Order No.: 1 (Final)
 - 3. Decrease Amount: (\$11,026.67)
 - 4. Percent of Decrease: (22.06%)
 - 5. Revised Contract Amount: \$38,968.33
 - 6. Funding: Wastewater O&M (641.0630.793.63.35)
- 11. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS**
- A. Colfax Avenue Two-Way Conversion – Project No. 115-053A
 - 1. Title Sheet
 - 2. Funding: WWDA TIF (422.1050.460.42.03)
 - B. Wastewater Treatment Plant Belt Filter Press No. 1 – Project No. 118-019
 - 1. Funding: Utilities, Wastewater, Other Equipment (641.0630.793.36.05)
 - C. Water/Wastewater Laboratory Equipment
 - 1. Funding: Utilities, Wastewater Capital
- 12. REQUEST TO ADVERTISE FOR THE RECEIPT OF PROPOSALS**
- A. Building Cleaning Services for the City of South Bend Venues, Parks, and Arts
 - 1. Funding: Event Funds
- 13. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**
- A. Software License Agreement – KingswaySoft Inc.

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

1. Description: One-Time License Purchase for Software Package to Automatically update Dynamics CRM Data
 2. Amount: \$5,990
 3. Funding: IT Supplies (279.0672.415.21.05)
- B. Professional Services Agreement – H.J. Umbaugh & Associates
1. Description: Annual Financial Assurance Test Required by IDEM
 2. Amount: \$5,250
 3. Funding: General Fund/Admin & Finance (101.0401.415.31.06)
- C. Memorandum of Understanding – Teamsters Local Union No. 364
1. Description: Increase Electrician License Premium Pay
 2. Amount: \$2.00/Hour Increase
- D. Professional Services Agreement – KIL Architecture Planning
1. Description: Structural Engineering Services for the Lafayette Building Roof
 2. Amount: NTE \$10,000
 3. Funding: RWDA TIF (324.1050.460.31.06)
- E. Task Order No. 3 to Master Services Agreement – Stantec Consulting Services, Inc.
1. Description: Green Stormwater Infrastructure Master Plan
 2. Amount: \$150,000
 3. Funding: Wastewater O&M (641.0630.793.63.35)
- F. Commercial Property Downspout Disconnection Application – City of South Bend
1. Description: Commercial Application Form for the Downspout Disconnection Program “In Lieu of Disconnect Program”
- G. User Cardholder Agreement – JP Morgan Chase
1. Description: City Purchasing Card Program
- H. Agreement – Testing for Public Safety, LLC
1. Description: Assist and Provide Testing for Promotional Process within the South Bend Police Department
 2. Amount: Various Per Rank Costs
 3. Funding: TBD
- I. Actuarial Services Agreement – Cavanaugh Macdonald Consulting, LLC
1. Description: GASB 67/68 Valuation Report for the 1937 Firefighters’ Pension Fund and 1925 Police Pension Fund
 2. Amount: \$6,400 (50/50 split)
 3. Funding: General Fund/Admin & Finance Budget (702.0803.645.31.06/701.0903.645.31.06)
- J. Professional Services Agreement – Arcadis U.S., Inc.

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

1. Description: Review Current Reciprocal Internal Combustion Engine National Emission Standard for Hazardous Pollutants Plan to Verify Alignment with Current Regulations
 2. Amount: \$4,700
 3. Funding: Wastewater O&M (641.0630.793.63.35)
- K. Contract – South Bend Police Department
1. Description: Neighborhood Foot and Bike Patrol Services in Low and Moderate Income Neighborhoods
 2. Amount: \$90,000
 3. Funding: CDBG (212.1001.460.39.30)
- L. QPA Lease Agreement – EZ Go
1. Description: Lease of Golf Carts for Elbel, Erskine and Studebaker Golf Courses at QPA Prices
 2. Amount: \$33,000/Year; Five (5) Year Lease with Option to Opt Out After Year Four (4)
 3. Funding: Parks (201.1102.452.37.07)
- M. Temporary Use Agreement – Near Northwest Neighborhood, Inc.
1. Description: Temporary Use of Three (3) City Owned, Residential, Vacant Lots for Mulching Staging Areas for Back the Bend 2018
 2. Locations:
 - a) 626 Allen St.
 - b) 736 N Sherman Ave.
 - c) 809 Harrison Ave.
- N. Consulting Agreement – Kolata Enterprises LLC
1. Description: Brownfields Activities Associated with Planning and Implementation of the Remediation Work Plans for Indiana VRP
 2. Amount: \$10,000
 3. Funding: RWDA TIF (324.1050.460.31.06)
- O. Fourth Addendum to Agreement – Urban Enterprise Association of South Bend, Inc.
1. Description: Extension for Vacant and Abandoned Property Repair Matching Grant Program
- P. Professional Services Agreement – Lawson-Fisher Associates, Inc.
1. Description: Design of West Bank Trail Corridor Improvements
 2. Amount: \$284,000
 3. Funding: RWDA TIF Bond
- Q. Amendment No. 1 to Professional Services Agreement – A&Z Engineering, LLC
1. Description: Airport Annexation Area Sanitary Sewer Extension Design
 2. Amount: \$53,550
 3. Funding: RWDA TIF/Engineering (324.1050.460.31.02/101.0608.431.31.06)

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

- R. Professional Services Agreement – Frost Engineering and Consulting
 - 1. Description: Leeper Park Bridge Structural Assessment
 - 2. Amount: \$2,225
 - 3. Funding: Water Works, Operations, Engineering (620.0640.658.31.02)
- S. Professional Services Agreement – Frost Engineering and Consulting
 - 1. Description: Water Works North Pumping Station Building Assessment
 - 2. Amount: \$7,775
 - 3. Funding: Water Works, Operations, Engineering (620.0640.658.31.02)
- T. Special Purchase – Brandeis Machinery & Supply Company
 - 1. Description: Substantial Savings on Demo Milling Machine
 - 2. Amount: \$435,000
 - 3. Funding: Street Dept. Capital Lease
- U. Temporary Encroachment Easement Agreement - Callie Burnett
 - 1. Description: Small Portion of Existing Home's Porch Encroachment into Public Right-of-Way
 - 2. Location: 1005 Woodward Ave.
- V. Utility Easement Agreements – Indiana Michigan Power Company
 - 1. Description: Supplemental Easements for 138kV Transmission Line Project
 - 2. Locations:
 - a) Two (2) in Boland Park
 - b) Pinhook Park
 - c) Hepler Basin
 - d) Tarkington Park

14. LICENSES AND PERMITS

- A. Processions
 - 1. Applicant: Robert Stanley
 - a) Event: March for Science South Bend
 - b) Date/Time: April 14, 2018; 2:00 p.m. to 4:00 p.m.
 - c) Favorable Recommendations
 - 2. Applicant: Olivet AME Church
 - a) Event: South Bend 5K Community Peace Run, Walk or Roll
 - b) Date/Time: April 21, 2018; 7:00 a.m. to 10:30 a.m.
 - c) Unfavorable: See Police, Engineering, and Traffic & Lighting Comments
- B. Licenses
 - 1. Type: Massage Establishment Renewals
 - a) Applicants:
 - (1) Southside Massage Retreat, 411 E. Ireland Road, Suite 300
 - (2) Top Oriental Massage, 421 Hickory Road
 - (3) Hair Crafters, 602 Lincoln Way East

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

- (4) Chinese Massage Spa, 2614 S. Michigan Street
- b) Favorable Recommendations
- 2. Type: Transient Merchant
 - a) Applicant: St. Joseph County 4-H Fair Ground
 - b) Location: 5117 S. Ironwood Dr.
 - c) Date/Time: June 29, 2018 to July 7, 2018; 8:00 a.m. to 11:00 p.m.
 - d) Favorable Recommendations

15. VACATIONS

- A. Applicant: Kathleen Baugher
 - 1. Location: North/South Alley South of East/West Alley between South Webster St. and South Arnold St., North of Prairie Ave.
 - 2. Purpose: Safety
 - 3. Favorable Recommendations

16. TRAFFIC CONTROL DEVICES

- A. New Installation - Handicapped Accessible Parking Space Sign
 - 1. Locations:
 - a) 912 Leland Ave.
 - b) 1814 S. Taylor St.
 - 2. All criteria has been met

17. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE

- A. 21520 Rivendell Ct. – Water
- B. 51583 Duncan Dr. – Water/Sewer
- C. 51724 Cresswell Dr. – Water/Sewer
- D. 23141 Rumford Dr. – Water/Sewer
- E. 23095 Rumford Dr. – Water/Sewer
- F. 61271 State Road 931 – Water
- G. 26831 S. Marshall Dr. – Sewer
- H. 25874 Rye Ct. – Water/Sewer

18. INDUSTRIAL WASTEWATER DISCHARGE PERMIT RENEWALS

- A. Company: Monarch Textile Rental Services, Inc.
 - 1. Locations:
 - a) 1601 Lincoln Way West
 - b) 2810 Foundation Dr.
- B. Company: McCormick & Company, Inc.
 - 1. Location: 3425 West Lathrop Dr.

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
March 22, 2018 – 10:30 a.m.**



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

- C. Company: Unifrax 1 LLC
 - 1. Location: 54401 Smilax Rd.

- 19. RATIFY BONDS**
 - A. Contractor Bonds
 - 1. Foster Concrete Construction, Approved Effective March 9, 2018
 - 2. King Concrete, LLC, Released Effective March 3, 2018
 - 3. Alfred Sabin III, Released Effective February 15, 2018
 - 4. JP Custom Concrete & Trucking, Approved Effective March 14, 2018
 - B. Excavation Bonds
 - 1. AECOM Technical Services, Inc., Approved Effective February 14, 2018

- 20. CLAIMS**

- 21. PRIVILEGE OF THE FLOOR**

- 22. 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.