

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
MEETING
March 27, 2018 – 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 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 ó Spec A
 - 1. Funding: (750.0000.413.43.02)
- B. One (1) or More, 2018 or Newer, Hydraulic Track Excavator ó 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 ó 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 ó Spec C
 - 1. Description: Incorrect Vehicle Advertised
 - 2. Funding: Wastewater Capital (642.0630.415.43.02)

5. OPENING OF QUOTATIONS

- A. Wastewater Treatment Plant ó 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: Acreø Group
 - 2. Amount: \$39,540; Base Bid Only
 - 3. Funding: Park Maintenance (201.1101.452.39.89)

7. AWARD QUOTATIONS AND APPROVE CONTRACTS

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- A. Nello Inc. Lighting ó 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 ó Project No. 118-026B
 - 1. Company: Michigan NDT, Inc.
 - 2. Amount: \$9,703
 - 3. Funding: Subject to Funding; RWDA TIF (324.1050.460.42.07)
- C. 2018 Downspout Disconnect Program ó 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 ó 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)
- B. 2016 Downtown Parking Garage Improvements ó 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 ó Project No. 117-048R
 - 1. Company: CBS Services, LLC
 - 2. Change Order No.: 1
 - 3. Increase Amount: Additional Ninety (90) Days

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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 ó 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 ó 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
 6. Funding: RWDA TIF (324.1050.460.31.02)
- B. Morris Performing Arts Center Phantom of the Opera Chandelier Support ó 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 ó Project No. 117-051
 1. Company: J.L. Milling, Inc.
 2. Change Order No.: 1 (Final)
 3. Decrease Amount: (\$11,070.41)

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- 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 ó 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 ó 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 ó 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
- D. One (1) or More, 2018 or Newer, One (1) Ton Four-Wheel Drive Pickup Truck including Animal Transport Module ó Spec H
 - 1. Funding: Animal Control Capital (600.1207.415.43.09)
- E. One (1) or More, 2018 or Newer, ¾ Ton Two-Wheel Drive Pickup Trucks ó Spec I
 - 1. Funding: Water Works Capital (622.0640.415.43.02)
- F. Thirty-Nine (39), More or Less, 2018 or Newer, All-Wheel Drive Police Patrol Vehicles ó Spec J
 - 1. Funding: Subject to Police Capital Lease (404.0401.415.37.11/.12)
- G. One (1) or More, 2018 or Newer, 1.0 Cubic Yard Loaders/Backhoes ó Spec K
 - 1. Funding: Water Works Capital (622.0640.415.43.02)
- H. One (1) or More, 2018 or Newer, 3 ½ Ton Utility Truck with Crane ó Spec L
 - 1. Funding: Water Works Capital (622.0640.415.43.02)
- I. One (1) or More, 2018 or Newer, Trash Tote Cleaning Trailer System ó Spec M
 - 1. Funding: Subject to Solid Waste Capital Lease (611.0610.415.37.11/.12)

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

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13. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. Software License Agreement ó KingswaySoft Inc.
 - 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 ó 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 ó Teamsters Local Union No. 364
 - 1. Description: Increase Electrician License Premium Pay
 - 2. Amount: \$2.00/Hour Increase
- D. Professional Services Agreement ó 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 ó 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 ó City of South Bend
 - 1. Description: Commercial Application Form for the Downspout Disconnection Program ðIn Lieu of Disconnect Programö
- G. User Cardholder Agreement ó JP Morgan Chase
 - 1. Description: Employee City Purchasing Card User Form
- H. Agreement ó 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: Police General Fund (101.0801.421.31.06)
- I. Actuarial Services Agreement ó Cavanaugh Macdonald Consulting, LLC
 - 1. Description: GASB 67/68 Valuation Report for the 1937 FirefightersøPension 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 ó Arcadis U.S., Inc.

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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 ó 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 ó Professional Golfcar
1. Description: Lease of Fifty-Five (55) 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 ó 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 ó 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 ó Urban Enterprise Association of South Bend, Inc.
1. Description: Extension for Vacant and Abandoned Property Repair Matching Grant Program
- P. Professional Services Agreement ó 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 ó 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)

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- R. Professional Services Agreement ó 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 ó 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 ó 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.

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
 - (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

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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. ó Water
- B. 51583 Duncan Dr. ó Water/Sewer
- C. 51724 Cresswell Dr. ó Water/Sewer
- D. 23141 Rumford Dr. ó Water/Sewer
- E. 23095 Rumford Dr. ó Water/Sewer
- F. 61271 State Road 931 ó Water
- G. 26831 S. Marshall Dr. ó Sewer
- H. 25874 Rye Ct. ó 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.
- 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 April 9, 2018

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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.