

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
June 7, 2018 – 10:30 a.m.**



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

AGENDA REVIEW SESSION

1. AWARD QUOTATION

- A. Mayor's Office Carpet
 - 1. Company: Office Interiors
 - 2. Amount: \$11,770
 - 3. Funding: COIT (404.0617.431.36.01)

REGULAR MEETING

1. REVIEW OF MINUTES

- A. Agenda Review, Regular Meeting, and Claims Review Meetings of May 17, May 22, May 29, and June 5, 2018

2. OPENING OF BIDS

- A. One (1) or More, 2018 or Newer, Combination Jet Rodder/Vacuum Machine with Cab and Chassis – Spec R
 - 1. Funding: Sewer Department Capital (642.0621.415.42.05)
- B. Ameritech Drive Pavement Improvements – Project No. 117-057A
 - 1. Funding: RWDA TIF (324.1050.460.31.20)
- C. Berlin Place Site Concrete, Landscape Plantings, and Building 4 Roof Pavers – Project No. 118-057
 - 1. Funding: RWDA TIF Bond (452.1101.452.31.02)
- D. Lincoln Way West and Charles Martin Sr. Drive Improvements – Project No. 117-072A
 - 1. Funding: RWDA TIF (324.1050.460.31.02)
- E. Venues, Parks, and Arts Maintenance Storage Building
 - 1. Funding: Park Bond Series I (471.1138.452.42.01)

3. OPENING OF QUOTATIONS

- A. APS Installation at Lincoln Way West and Cushing St.
 - 1. Award
 - 2. Funding: LRSA (251.0608.431.36.67)
- B. Preventative Maintenance and Repair of HVAC Equipment & Controls
 - 1. Funding: Utilities, Other Contractual Services & Building Maintenance (641.0630.793.63.35/641.0630.793.36.01)
- C. Janitorial Supplies 2018
 - 1. Funding: Various Department's Supplies
- D. Mishawaka Avenue – Roto Rooter Jetter Removal - Project No. 118-069
 - 1. Funding: Sewer Capital (641.0621.792.63.35)
- E. East Race Sidewalk Repair – Project No. 117-130
 - 1. Funding: Curb & Sidewalk/Small Drainage

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4. AWARD BIDS AND APPROVE CONTRACTS

- A. Ravina Park – Bowman Creek Stabilization – Project No. 117-073
 - 1. Company: HRP Construction, Inc.
 - 2. Amount: \$57,191.47; Division Nos. 2 and 3
 - 3. Funding: MVH (202.0619.431.31.06)
- B. Eight (8) More or Less Cardiac Monitors/Defibrillators
 - 1. Company: Physio-Control, Inc.
 - 2. Amount: \$26,018.49 Each with Options and Eight (8) Trade Ins; Total \$208,147.92
 - 3. Funding: EMS Capital (287.0902.422.43.10)
- C. Two (2), More or Less, 2018 or Newer, Refurbished Medic Units – Spec Q
 - 1. Company: Crossroads Ambulance Sales & Service, LLC
 - 2. Amount: \$352,826; Including International MV Chassis
 - 3. Funding: Fire Department Capital (287.0902.422.43.02)
- D. Sale of City Owned Property – 209 S Meade Street
 - 1. Purchaser: Israel Calderon
 - 2. Amount: \$821
 - 3. Approve Purchase Agreement

5. AWARD QUOTATIONS AND APPROVE CONTRACTS

- A. South Bend Police Department Forensic Lab Upgrade
 - 1. Company: Ziolkowski Construction, Inc.
 - 2. Amount: \$32,398
 - 3. Funding: Police General Fund (101.0801.421.39.89)
- B. Bowman Creek Improvements – Project No. 118-017
 - 1. Company: Selge Construction Co., Inc.
 - 2. Amount: \$97,475
 - 3. Funding: Sewer Contractual (641.0621.792.63.35)
- C. Rum Village Dog Park Construction
 - 1. Company: R. Yoder Construction, Inc.
 - 2. Amount: \$120,405; Base Quote plus Alternate Nos. 1 and 5
 - 3. Funding: 2015 Park Bond (751.1101.452.39.89)
- D. Morris LED Panel Trims
 - 1. Company: Burkhart Sign Systems
 - 2. Amount: \$3,390
 - 3. Funding: VPA Capital (416.0404.453.36.01)
- E. Charles Black Center Exercise Equipment
 - 1. Company: Direct Fitness Solutions

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- 2. Amount: \$53,067.30; Lowest Quote from Direct Fitness Solutions Non-Responsive
- 3. Funding: 2015 Park Bond (751.1101.452.39.89)
- F. 2018 Tree and Stump Removal – Project No. 118-048A
 - 1. Company: Kachur Tree Service, LLC
 - 2. Amount: \$12,675
 - 3. Funding: MVH (202.0619.431.31.06)

6. CHANGE ORDERS

- A. 2017 Central Services Remodel – Project No. 117-118
 - 1. Company: Gibson-Lewis LLC
 - 2. Change Order No.: 2
 - 3. Increase Amount: \$2,859
 - 4. Percent of Increase: 5.46%
 - 5. Total Percent of Change: 19.03%
 - 6. Revised Contract Amount: \$55,258
 - 7. Funding: Central Services Capital (224.0605.419.43.10)
- B. York Road Sewer Repairs – Project No. 115-139R
 - 1. Company: C&E Excavating, Inc.
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$4,950
 - 4. Percent of Increase: 7.81%
 - 5. Revised Contract Amount: \$68,338.50
 - 6. Funding: LRSA Capital Major Projects (251.0608.431.42.96)
- C. FLIR Traffic Camera Replacements – Project No. 118-006
 - 1. Company: Pemberton Davis Electric, Inc.
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$13,756
 - 4. Percent of Increase: 12.49%
 - 5. Revised Contract Amount: \$123,866.10
 - 6. Funding: LRSA Traffic Signal Maintenance (251.0608.431.36.67)
- D. Old Clay Utilities Sewer Lining – Project No. 117-087
 - 1. Company: Selge Construction Co., Inc.
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$23,060; Additional Forty-Five (45) Days
 - 4. Percent of Increase: 11.21%
 - 5. Revised Contract Amount: \$228,805
 - 6. Revised Project Completion Date: June 18, 2018
 - 7. Funding: Utility Expense/Contractual Service Other (641.0621.792.63.35)

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7. CHANGE ORDERS AND PROJECT COMPLETION AFFIDAVITS

- A. Century Center Skylight Beams Painting – Project No. 117-004
 - 1. Company: Ziolkowski Construction, Inc.
 - 2. Change Order No.: 1 (Final)
 - 3. Increase Amount: \$2,990
 - 4. Percent of Increase: 2.58%
 - 5. Final Contract Amount: \$118,759.22
 - 6. Funding: Hotel/Motel Tax (7304.42010.000.0099)

8. PROJECT COMPLETION AFFIDAVITS

- A. College St. and Sunnymede Ave. Traffic Calming – Project No. 117-113
 - 1. Company: Selge Construction Co., Inc.
 - 2. Final Contract Amount: \$37,400
 - 3. Funding: LRSA (251.0608.431.42.96)

9. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS

- A. Off Site Parking at St. Louis Blvd. and Wayne St. – Project No. 117-083B
 - 1. Title Sheet
 - 2. Funding: Regional Cities Grant (201.1111.452.31.06)
- B. Ravina Park Bank Stabilization – Project No. 117-073A
 - 1. Funding: LOIT/Pokagon Band (257.0608.431.42.96)

10. RESOLUTIONS

- A. A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property – Firefighter Helmet and Boots
 - 1. No. 25-2018 – Captain Michael Humes
 - 2. No. 26-2018 – Captain John “Jay” Riba
 - 3. No. 27-2018 – Firefighter Donald Blake
- B. Resolution No. 28-2018 – A Resolution of the Board of Public Works for the City of South Bend, Indiana Adopting a Policy for Noise Ordinance Signs
 - 1. Description: Empowering City Engineer’s Office to Establish and Post Noise Ordinance Signs

11. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. Amendment to QPA Software Agreement Renewal – Kronos, Inc.
 - 1. Description: Timekeeper Configuration Changes and Development of Additional Interfaces
 - 2. Amount: \$99,040
 - 3. Funding: IT Professional Services (279.0672.415.31.06)
- B. Professional Services Agreement – Lawson-Fisher Associates P.C.

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1. Description: 2018 South Bend Sewer Study
 2. Amount: NTE \$50,000
 3. Funding: Liability Insurance (226.0419.672.42.03)
- C. Supplemental and Amended Easement and Right of Way – Indiana Michigan Power Company
1. Description: Narrow Boundaries of Easement on Vacant Lot on 34th Street for South Bend 138kV Transmission Line Rebuild Project
 2. Amount: \$10 Paid to City
- D. Real Property Transfer Agreement – Near Northwest Neighborhood, Inc.
1. Description: Property Transfers for Housing Development Project, Contingent upon Successful IHEDA Tax Credit Award in November 2018
 2. Amount: \$1.00
- E. Contract – Department of Community Investment
1. Description: Reimbursement for Inspection, Processing, and Housing Counseling Activity Costs related to CDBG Programs
 2. Amount: \$80,087
 3. Funding: CDBG (212.1001.460.39.30)
- F. Contract – Department of Community Investment
1. Description: Reimbursement for Administering CDBG Grant
 2. Amount: \$400,000
 3. Funding: CDBG (212.1001.460.39.30)
- G. Contract – Near Northwest Neighborhood, Inc.
1. Description: Acquire and Rehabilitate House at 1008 California Avenue for Low-Moderate Income Buyer
 2. Amount: \$165,000
 3. Funding: CDBG (212.1001.460.39.30)
- H. Professional Services Agreement – Abonmarche Consultants, Inc.
1. Description: Engineering Services for Rehabilitation of Ameritech Lift Station
 2. Amount: \$9,800
 3. Funding: Engineering Professional Services (101.0608.431.31.06)
- I. Professional Services Agreement – Cardno, Inc.
1. Description: Engineering and Permitting Services for St. Joseph Riverbank Stabilization at Riverside and Joyce
 2. Amount: \$28,000
 3. Funding: Engineering Professional Services (101.0608.431.31.06)
- J. Professional Services Agreement – Black & Veatch Corporation
1. Description: Engineering and Construction Administration Services for Waste Water Treatment Plant Electrical Upgrades
 2. Amount: \$602,919
 3. Funding: Utilities, Wastewater, Engineering (641.0630.793.31.02)

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- K. Professional Services Agreement – Kil Architecture and Planning
 - 1. Description: Architectural and Design Services for the Waste Water Treatment Plant Administration Building Masonry Improvements
 - 2. Amount: \$36,200
 - 3. Funding: Utilities, Wastewater, Engineering (641.0630.793.31.02)
- L. QPA Equipment Lease – AT&T Capital Services, Inc.
 - 1. Description: iPads and Microsoft Surfaces for Various City Departments
 - 2. Amount: \$513.25/Month for Thirty-Six (36) Months; Total \$18,477
 - 3. Funding: IT Lease Account (279.0672.415.37.11/.12)
- M. Negotiated RFP Contract – Interstate Gas Supply
 - 1. Description: Natural Gas Hedging Services
 - 2. Amount: \$0.45/dekatherm; NTE \$570,000
 - 3. Funding: Natural Gas Supply (222.0617.419.35.02)
- N. Seventh Addendum to Agreement – Urban Enterprise Association of South Bend, Inc.
 - 1. Description: Additional Funding for Façade Matching Grant Program for Lincoln Way West and Western Avenue
 - 2. Amount: \$200,000; New Total \$921,000
 - 3. Funding: COIT (404.1001.460.39.30)
- O. Membership Agreement – Collective Shift
 - 1. Description: Membership for Using and Creating Content on LRNG Platform
 - 2. Amount: \$4,400
 - 3. Funding: IT Professional Services (279.0672.415.31.06)
- P. Waiver Application – Mobilitie LLC
 - 1. Description: Application for Twelve (12) Locations of Wireless Support Structures Installed by Mobilitie on behalf of Sprint
- Q. Professional Services Agreement – Danch, Harner & Associates, Inc.
 - 1. Description: Design and Repair of Drainage Issues for Old Clay Sewer Easement
 - 2. Amount: \$3,120
 - 3. Funding: Utility Expense/Contractual Service Fund (641.0621.792.63.35)
- R. Agreement – Hurry Home
 - 1. Description: Pilot Housing Program to Offer Alternative Lending on Homes Assessed at \$50,000-\$80,000
 - 2. Amount: \$80,000
 - 3. Funding: V&A Programs (408.1001.460.39.30)
- S. Professional Services Agreement – Danch, Harner & Associates, Inc.
 - 1. Description: Small Drainage Design and Repair
 - 2. Amount: \$45,580

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3. Funding: SSDA TIF (\$27,560)/LRSA (\$21,020)(251.0608.431.42.96) Subject to TIF Funding
- T. Professional Services Agreement – Black & Veatch Corporation
 1. Description: Olive GAC Plant Replacements and Refurbishments
 2. Amount: \$76,077
 3. Funding: Engineering Professional Services (\$21,499) (101.0602.431.31.06)/RWDA TIF (\$54,578)
- U. Professional Services Agreement – Jones Petrie Rafinski Corporation
 1. Description: On-Call Land Surveying and Right-of-Way Services
 2. Amount: NTE \$10,000
 3. Funding: Engineering Professional Services (101.0602.431.31.06)
- V. Assignment and Assumption of Leases – Michigan Street Shops LLC
 1. Description: Assign Five (5) Michigan Street Shops Leases to Michigan Street Shops LLC
- W. Use, Maintenance, and Façade Agreement – Michigan Street Shops LLC
 1. Description: Determine Responsibilities Post Closing after Sale of Wayne Street Garage Retail Space
- X. Use, Maintenance, and Façade Agreement – Michigan Street Shops LLC
 1. Description: Determine Responsibilities Post Closing after Sale of Leighton Street Garage Retail Space
- Y. Supplemental Agreement No. 2 – DLZ Indiana, LLC
 1. Description: Adjustments and Redesign for Colfax Avenue Two-Way Conversion
 2. Amount: \$19,650; New Total \$234,150
 3. Funding: WWDA TIF (422.1050.460.42.03)
- Z. Solution Agreement – Virtual Academy
 1. Description: Annual Online Training for South Bend Police Department Officers to meet Mandated Requirements
 2. Amount: \$14,160
 3. Funding: Police Department Non-Reverting (220.0801.421.39.70)
- AA. Amendment No. 2 to Professional Services Agreement – American Structurepoint, Inc.
 1. Description: Main and Colfax Parking Garage Design for Moving Parking Fee Collection Equipment
 2. Amount: NTE \$6,300
 3. Funding: Major Moves (412.0602.431.42.03)
- BB. Professional Services Agreement – Lochmueller Group, Inc.
 1. Description: Leeper Park Improvement Project
 2. Amount: \$36,700
 3. Funding: RWDA TIF Bond (452.1101.452.31.02)

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12. LICENSES AND PERMITS

- A. Block Party – Residential
 - 1. Applicant: Mary Olen
 - a) Event: Ellsworth Block Party
 - b) Location: S. Ellsworth Pl. from Washington St. to Wilson Ave.
 - c) Date/Time: July 3, 2018; 3:00 p.m. to 8:00 p.m.
 - d) Favorable Recommendations
 - 2. Applicant: Dan Cory
 - a) Event: East Washington Street Neighborhood Block Party
 - b) Location: E. Washington St. from Sunnyside Ave. to Jacob St.
 - c) Date/Time: June 16, 2018; 11:00 a.m. to 8:00 p.m.
 - d) Favorable Recommendations
 - 3. Applicant: Marcia Haslett
 - a) Event: 30th Annual Wooded Estates Neighborhood Ice Cream Social
 - b) Location: Black Oak Dr. from Oak Park Dr. to Scottswood Dr.
 - c) Date/Time: June 25, 2018; 5:00 p.m. to 8:00 p.m. (Rain Date June 26, 2018)
 - d) Favorable Recommendations
- B. Block Party – Non-Residential
 - 1. Applicant: Sunnyside Presbyterian Church
 - a) Event: All Church Picnic
 - b) Location: S. Frances St. from Washington St. to Jefferson Blvd.
 - c) Date/Time: June 17, 2018; 8:00 a.m. to 2:00 p.m.
 - d) Favorable Recommendations
 - 2. Applicant: Carrie Badertscher/Keller Park Church
 - a) Event: End of Summer Block Party BBQ
 - b) Location: Bryan St. from Sherman Ave. to Inglewood Pl.
 - c) Date/Time: August 12, 2018; 3:00 p.m. to 6:00 p.m.
 - d) Favorable Recommendations
- C. Processions
 - 1. Applicant: American Legion Post No. 357
 - a) Event: Kernan’s Heroes Ride
 - b) Date/Time: July 1, 2018; 8:30 a.m. to 1:30 p.m.
 - c) Favorable Recommendations
 - 2. Applicant: Stanley Clark School
 - a) Event: The Clark Run 5k
 - b) Date/Time: October 20, 2018; 8:30 a.m. to 11:00 a.m.
 - c) Favorable Recommendations
 - 3. Applicant: Family Justice Center

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- a) Event: Bacon Around the Bend 5k
 - b) Date/Time: June 23, 2018; 7:00 a.m. to 12:00 p.m.
 - c) Favorable Recommendations
 - 4. Applicant: Venues, Parks and Arts
 - a) Event: 18th Annual Kids Triathlon
 - b) Date/Time: July 14, 2018; 5:30 a.m. to 11:00 a.m.
 - c) Favorable Recommendations
 - D. Licenses
 - 1. Type: Massage Establishment Renewal
 - a) Applicant: Rachael T Massage & Essential Oils
 - b) Location: 616 E. Colfax Ave.
 - c) Favorable Recommendations
 - 2. Type: Transient Merchant Renewal
 - a) Applicant: St. Joseph Valley Water Color Society/Leeper Park Art Fair
 - b) Description: Annual Art Fair
 - c) Location: Leeper Park
 - d) Date/Time: June 15-17, 2018; 10:00 a.m. to 6:00 p.m.
 - e) Favorable Recommendations
 - E. Community Garden Agreement
 - 1. Applicant: Debra DuRall
 - 2. Location: 914 North Harrison Street
 - 3. Date: 2018, 2019, and 2020
 - 4. Favorable Recommendations
 - F. Street Name Change
 - 1. Applicant: East Side Youth Baseball Softball Association
 - 2. Location: Keller Street West of Hickory Road
 - 3. Description: Rename Access Road into South Bend East Side Baseball Softball Association Youth Baseball Park from Keller St. to Schreiner Way
 - 4. Favorable Recommendations
 - G. Sidewalk Café
 - 1. Applicant: Woochi Japanese Fusion and Bar
 - 2. Location: 119 N. Michigan St.
 - 3. Date/Times: Effective August 2018; Monday to Friday, 11:00 a.m. to 10:00 p.m.; Saturday, 12:00 p.m. to 11:00 p.m.; Sunday, 12:00 p.m. to 9:00 p.m.,
 - 4. Favorable Recommendations
- 13. TRAFFIC CONTROL DEVICES**
- A. New Installation - Handicapped Accessible Parking Space Sign
 - 1. Locations:
 - a) 433 S. Grant

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- b) 1128 Bissell
 - 2. All criteria has been met
- 14. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**
- A. 52694 East Trail – Water/Sewer
- 15. MAINTENANCE BOND (IN LIEU OF IRREVOCABLE LETTER OF CREDIT)**
- A. Laurel Creek Subdivision, Section 4
 - 1. Company: John Boettcher Sewer & Excavating Contractor, LTD
 - 2. Bond Amount: \$8,412.50
 - 3. Description: Acceptance of Sanitary Sewer and Water in Subdivision
- 16. RATIFY BONDS**
- A. Contractor Bonds
 - 1. WJW Flatwork, Inc., Approved Effective May 23, 2018
 - B. Occupancy Bonds
 - 1. Asphalt Restoration Services, LLC, Approved Effective December 21, 2017
- 17. CLAIMS**
- 18. PRIVILEGE OF THE FLOOR**
- 19. 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.