

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

**AGENDA REVIEW SESSION**

**1. PUBLIC HEARING**

- A. Proposed Lease of Office Space
  - 1. Description: Lease of 319 Niles Ave. by Human Rights Commission

**2. RESOLUTION**

- A. No. 37-2018 – A Resolution of the Board of Public Works of the City of South Bend, Indiana, Reaffirming and Recommending Approval of the Lease of Building Located at 319 Niles Avenue, South Bend, Indiana for Use by the South Bend Human Rights Commission
- 

**REGULAR MEETING**

**1. REVIEW OF MINUTES**

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of July 5, July 10, and July 17, 2018

**2. OPENING OF BIDS**

- A. Erskine Clubhouse Renovation – Project No. 116-108
  - 1. Funding: SSDA TIF (430.1050.460.42.02)
- B. North Station Well No. 1 Replacement – Project No. 117-031
  - 1. Funding: Water Works Engineering (622.0640.661.31.02)
- C. Miami Basin Drainage Improvements Project – Project No. 116-082C
  - 1. Funding: SSDA TIF (430.1050.460.42.01)
- D. Sale of City-Owned Property
  - 1. 1129 N. Lawrence Street
  - 2. 306 E. Dubail Avenue

**3. OPENING OF QUOTATIONS**

- A. Ziker Sample Street Building: Restroom Remodel – Project No. 117-123
  - 1. Funding: RWDA TIF (324.1050.460.42.02)
- B. 2018 Lamppost Lighting Program – Project No. 118-033
  - 1. Award
  - 2. Funding: COIT (404.0602.431.31.06)

**4. OPENING OF PROPOSALS**

- A. Water Works Utility Service Line Repair Program
  - 1. Funding: Water Works Operating Fund (620.0630.711.61.02)

**5. AWARD BIDS AND APPROVE CONTRACTS**

- A. Off-Site Parking Lot at Wayne St. and St. Louis Blvd. – Project No. 117-083B

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

1. Company: Rieth-Riley Construction Co., Inc.
  2. Amount: NTE \$379,986.95
  3. Funding: Park Bond B (471.1131.452.42.03)
  - B. Ravina Park Bowman Creek Stabilization – Project No. 117-073A
    1. Company: Williams Creek Management Corporation
    2. Amount: \$271,710; Subject to Funding
    3. Funding: Special LOIT – Major Projects (257.0608.431.42.96)
  - C. Light Up South Bend – Riverside Lighting – Project No. 118-011A
    1. Company: Martell Electric, LLC
    2. Amount: \$88,716
    3. Funding: COIT (404.0602.431.31.06)
- 6. AWARD QUOTATIONS AND APPROVE CONTRACTS**
- A. City Cemetery Headstone Repairs
    1. Company: Stone Revival Historical Preservation
    2. Amount: \$165/Per Repair, \$145/Per Reset; Sixty-Seven (67), More or Less, Monuments
    3. Funding: Facilities and Grounds Maintenance (201.1101.452.36.09)
  - B. City Cemetery Path Resurfacing
    1. Company: Acorn Landscaping LLC
    2. Amount: \$46,830
    3. Funding: COIT (408.1001.460.42.01)
  - C. Bendix Theater Handrails at Century Center – Project No. 118-036A
    1. Company: Brown & Brown General Contractors, Inc.
    2. Amount: \$12,915
    3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
  - D. Century Center Kitchen Door Installation – Project No. 118-036B
    1. Company: Larson-Danielson Construction Co., Inc.
    2. Amount: \$17,975.11
    3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- 7. TERMINATE CONTRACT AND AWARD QUOTATION**
- A. 2018 Tree and Stump Removal – Project No. 118-048A
    1. Terminate Contract: Kachur Tree Service, LLC, Awarded on June 12, 2018
    2. Award: K & R Tree Service
    3. Amount: \$15,625
    4. Funding: MVH (202.0619.431.31.06)
- 8. CHANGE ORDERS**
- A. Lincoln Primary Safe Routes to School – Project No. 114-078

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

1. Company: Indiana Department of Transportation
2. Change Order No.: 4
3. Decrease Amount: (\$13,252.05)
4. Percent of Decrease: (1.94%)
5. Total Percent of Change: (7%)
6. Revised Contract Amount: \$636,101.95
7. Funding: Federal/City, 80/20 Split

**9. PROJECT COMPLETION AFFIDAVITS**

- A. Wastewater Treatment Plant Digester Gas Utilization – Project No. 116-050R
  1. Company: Thieneman Construction, Inc.
  2. Final Contract Amount: \$693,173
  3. Funding: Wastewater Capital Improvements & Other Contractual Services (642.0630.415.43.66/642.0630.793.63.35)

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

- A. Sale of City-Owned Property
  1. Location: 18 Vac. 3 LaSalle Ct. (Vacant Lot)
- B. St. Joseph Streetscape – Project No. 118-008
  1. Funding: SSDA TIF (430.1050.460.42.02)
- C. One (1) or More, 2018 or Newer, Emergency Medical Vehicle - Spec S
  1. Funding: Fire Department (287.0902.421.43.02)

**11. RESOLUTIONS**

- A. No. 36-2018 – A Resolution of the Board of Public Works of the City of South Bend, Indiana Adopting a Written Fiscal Plan and Establishing a Policy for the Provision of Services to an Annexation Area in German Township
  1. Description: South Bend Chocolate Annexation Area

**12. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**

- A. Unified Lease Agreement – Canon Solutions America, Inc.
  1. Description: Managed Print Service, Equipment Lease, RightFax, and UniFlow
  2. Amount: \$41,225 (Operating)/\$317,340 (Lease)
  3. Funding: IT Operating and Lease (279.0672.415.36.04, 279.0672.415.38.01/02)
- B. Professional Services Agreement – Lawson-Fisher Associates P.C.
  1. Description: Real Estate Services for Corby Blvd./Ironwood Dr./Rockne Dr. Intersection Improvement
  2. Amount: NTE \$87,000

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

- 3. Funding: Major Moves (412.0602.431.42.03)
- C. Amendment to Agreement – Application Data Systems, Inc.
  - 1. Description: Create Reporting Tables to address Police Department National Incident-Based Reporting System (NIBRS) Challenges
  - 2. Amount: \$12,000
  - 3. Funding: IT Professional Services (279.0672.415.31.06)
- D. Commercial Entity Agreement – Square, Inc.
  - 1. Description: Point of Sales for City iPads
  - 2. Amount: N/A
- E. Professional Services Agreement – Lawson-Fisher Associates P.C.
  - 1. Description: East Bank Trail Slope Stabilization Design Services
  - 2. Amount: NTE \$90,740
  - 3. Funding: Liability Insurance Fund (226.0419.672.42.03)
- F. Amendment No. 1 to Professional Services Agreement – Lochmueller Group, Inc.
  - 1. Description: Phase 1 Design for Lincoln Way East Corridor Improvements
  - 2. Amount: \$78,600; New Total \$525,450
  - 3. Funding: RWDA TIF (324.1050.460.31.02)
- G. Special Purchase – Midwest Meter, Inc.
  - 1. Description: Sole Source/Compatible Meter Reading Radio Receivers and Supporting Hardware
  - 2. Amount: \$39,864.72
  - 3. Funding: Water Works Operating Fund (620.0640.605.22.06)
- H. Professional Services Agreement – Antonius Northern
  - 1. Description: Civic Engagement Programming
  - 2. Amount: NTE \$23,000
  - 3. Funding: DCI Operating Fund Professional Services (211.1001.460.31.06)
- I. Memorandum of Understanding – Teamsters Local Union No. 364
  - 1. Description: Change Shift Differential for Equipment Services Mechanics from Forty-Five (.45) Cents to One-Dollar, Fifty Cents (1.50) Per Hour
  - 2. Amount: Additional \$1.05/Per Hour
  - 3. Funding: Subject to Funding (222.0605.419.1002)

**13. LICENSES AND PERMITS**

- A. Block Party – Residential
  - 1. Applicant: Mount Carmel Missionary Baptist Church
    - a) Event: Vacation Bible School
    - b) Location: St. Joseph St. from Indiana Ave. to Haney Ave.
    - c) Date/Time: August 6-8, 2018; 4:00 p.m. to 8:00 p.m.
    - d) See Engineering Comments
  - 2. Applicant: Lynn Coleman

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

- a) Event: Lake Reunion 2018
  - b) Location: W. Washington St. from Dundee St. to Falcon St.
  - c) Date/Time: August 4, 2018; 9:00 a.m. to 6:00 p.m.
  - d) See Police Comments
- B. Block Party – Non-Residential
- 1. Applicant: Murray Miller/South Bend Chapter IBE
    - a) Event: Back to School Rally
    - b) Location: Orange St. from College St. to Birdsell St.
    - c) Date/Time: August 11, 2018; 8:00 a.m. to 2:30 p.m.
    - d) See Police, Traffic & Lighting and Engineering Comments
  - 2. Applicant: Downtown South Bend, Inc.
    - a) Event: Art Beat 2018
    - b) Locations:
      - (1) Michigan St. from Colfax Ave. to Wayne St.
      - (2) Washington St. from Teachers Credit Union Lot to Martin Luther King Jr. Blvd.
      - (3) Jefferson Blvd. from Leighton Garage to DeRue Ct.
      - (4) Martin Luther King Jr. Blvd. from Washington St. to Jefferson Blvd.
    - c) Date/Time: August 18, 2018; 6:00 a.m. to 9:00 p.m.
    - d) See Police and Engineering Comments
- C. Processions
- 1. Applicant: Fraternal Order of Police #36
    - a) Event: Fallen Officer Scholarship Ride
    - b) Date/Time: August 11, 2018; 12:00 p.m. to 5:00 p.m.
    - c) Favorable Recommendations
  - 2. Applicant: The Pack of Indiana
    - a) Event: Angel of Hope Memorial Benefit and Ride
    - b) Date/Time: August 18, 2018; 9:00 a.m. to 2:00 p.m.
    - c) Favorable Recommendations
- D. Sidewalk Sale
- 1. Applicant: Ethel Anderson/Classic Boutique
  - 2. Location: 1636 Lincolnway West
  - 3. Description: Sale of Used Furniture and Antiques in Front of Store
  - 4. Date/Time: Monday – Friday, Weather Permitting
  - 5. Favorable Recommendations
- E. Encroachments/Revocable Permits
- 1. Applicant: JCD Holding LLC
  - 2. Location: 119 N. Michigan St.
  - 3. Description: Gas Meter Relocation
  - 4. See Engineering Comments

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

- F. Transient Merchant License
  - 1. Applicant: Spirit Halloween Superstore LLC
  - 2. Location: 1290 E. Ireland Rd.
  - 3. Description: Sale of Halloween Costumes, Decorations, and Accessories
  - 4. Date/Time: August-November; 10:00 a.m. to 10:00 p.m.
  - 5. Favorable Recommendations

**14. STREET/ALLEY VACATIONS**

- A. Applicant: Masterbilt, Inc.
  - 1. Location: North/South Alley East of Chestnut St. and West of Walnut St., bounded on the North by East/West Alley South of Napier St., bounded on the South by the North Right-of-Way of Norfolk Southern Railroad
  - 2. Purpose: Consolidate Properties for Possible Future Expansion
  - 3. Unfavorable Recommendations from Engineering and Community Investment
- B. Applicant: Romero Juan Zapien
  - 1. Location: East/West Portion of Fairview St., East of Grant St. and West of Brookfield St.
  - 2. Purpose: Consolidate Properties
  - 3. Fire and Street Department Comments
- C. Correct Scrivener's Error
  - 1. Applicant: Murray Miller
  - 2. Description: Error in Alley Vacation Description given Favorable Recommendation on December 21, 2017; Council in need of Updated Location to Revise Ordinance
  - 3. Revised Location Description: East/West Alley 14' in Width and Approximately 120' Long from East Right-of-Way of Emerson St. and West Right-of-Way of North/South Alley between Northside Blvd. and Hildreth St.

**15. TRAFFIC CONTROL DEVICES**

- A. New Installation - Handicapped Accessible Parking Space Sign
  - 1. Locations:
    - a) 829 S. 27<sup>th</sup> Street
    - b) 844 S. Lake Street
  - 2. All criteria has been met
- B. New Installation - Handicapped Accessible Parking Space Sign
  - 1. Locations:
    - a) 2506 W. Huron Street
  - 2. All criteria has not been met
- C. New Installation – Three (3) Residential Parking by Permit Only and Three (3) No Parking Here to Corner Signs

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
July 19, 2018 – 10:30 a.m.**



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

---

1. Location: West Side of South Greenlawn Avenue between Hoover Avenue and Wall Street, and Intersections
2. All criteria has been met

**16. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**

- A. 53098 Summer Breeze Dr. – Water/Sewer

**17. RATIFY BONDS**

- A. Contractor Bonds
1. DSN IRA LLC, Approved Effective July 2, 2018
  2. Davrey Properties, LLC, Approved Effective July 16, 2018
- B. Excavation Bonds
1. Nick Hardrict d/b/a TLK Construction, Approved Effective July 10, 2018
  2. Bernardo Contreras, Approved Effective July 9, 2018
  3. Bales Mechanical, Inc., Approved Effective July 3, 2018

**18. CLAIMS**

**19. PRIVILEGE OF THE FLOOR**

**20. 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.**