

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
MEETING  
July 24, 2018 – 9:30 a.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 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
  - 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)

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**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
  - 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

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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
  3. Funding: Major Moves (412.0602.431.42.03)
- C. Quotation – 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

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- 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)
- J. First Amendment to the Community Tree Nursery Collaboration Agreement – Board of Park Commissioners and Bowman Creek Educational Ecosystem
  - 1. Description: Add Three (3) Properties in the 500 Block of Allen Street to Create Near Westside Tree Nursery

**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
    - 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.

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- 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.
    - (5) Michigan Street at Jon Hunt Plaza
  - 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
- 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

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**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
  - 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

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**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.**