

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
September 20, 2018 – 10:30 a.m.**



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

AGENDA REVIEW SESSION

1. OPENING OF BIDS

- A. J.C. Lauber Site Improvements – Project No. 118-083B
 - 1. Funding: REDA TIF (429.1050.460.42.03)

2. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. Amendment to Professional Services Agreement – Donohue & Associates, Inc.
 - 1. Description: Additional Work for South Well Field Improvements
 - 2. Amount: \$87,300; New Total \$237,300
 - 3. Funding: SSDA TIF

3. LICENSES AND PERMITS

- A. Procession
 - 1. Applicant: Pentecostal Church
 - a) Event: Pentecostal Fine Arts Walk-A-Thon
 - b) Date/Time: September 22, 2018; 9:30 a.m. to 12:00 p.m.
 - c) Favorable Recommendations for Sidewalk Use Only

REGULAR MEETING

1. REVIEW OF MINUTES

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of September 6, September 11, and September 18, 2018

2. OPENING OF BIDS

- A. Great Lakes Capital Spec Building – Project No. 118-058
 - 1. Funding: RWDA TIF (324.1050.460.42.04)
- B. One (1) or More, 2018 or Newer, Compact Track Loader – Spec U
 - 1. Funding: Street Department Lease (202.0607.431.38.01/.02)
- C. One (1) or More, 2018 or Newer, 50 Ton Paver Special Trailer – Spec V
 - 1. Funding: Street Department Capital Lease (202.0607.431.37.11/.12)
- D. One (1) or More, 2018 or Newer, ¾ Ton Extended Cab Two-Wheel Drive Pick Up Trucks – Spec W
 - 1. Funding: Water Works Capital (622.0640.415.43.02)

3. OPENING OF QUOTATIONS

- A. Century Center Convention Hall A-B Entry – Project No. 115-017A
 - 1. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- B. Wastewater Treatment Plant Riverbank Stabilization, Phase 2
 - 1. Funding: Utilities, Wastewater, Contractual Services Other (641.0630.793.63.35)

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4. AWARD BIDS AND APPROVE CONTRACTS

- A. One (1) or More, 2018 or Newer, Emergency Medical Vehicle – Spec S
 - 1. Company: Horton Emergency Vehicles
 - 2. Amount: \$259,760
 - 3. Funding: Fire Department (287.0902.421.43.02)
- B. Gemini Washington/Colfax Apartment Improvements – Project No. 118-080A
 - 1. Company: Dudeck Roofing and Sheet Metal
 - 2. Amount: \$128,820
 - 3. Funding: WWDA TIF (422.1050.460.42.02)

5. CHANGE ORDERS

- A. Light Up South Bend – Riverside Lighting – Project No. 118-011A
 - 1. Company: Martell Electric, LLC
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$6,512; Sixty-Seven (67) Days
 - 4. Percent of Increase: 7.34%
 - 5. Revised Contract Amount: \$95,228
 - 6. Revised Completion Date: October 16, 2018
 - 7. Funding: COIT (404.0602.431.31.06)
- B. Lincoln Way West and Charles Martin Sr. Drive Intersection Improvements – Project No. 117-072A
 - 1. Company: Selge Construction Co., Inc.
 - 2. Change Order No.: 1
 - 3. Increase Amount: \$29,097.29; Two (2) Days
 - 4. Percent of Increase: 2.57%
 - 5. Revised Contract Amount: \$1,160,109.44
 - 6. Revised Completion Date: November 11, 2018
 - 7. Funding: RWDA TIF (324.1050.460.42.03)

6. PROJECT COMPLETION AFFIDAVITS

- A. Studebaker Museum Rooftop Unit Replacements – Project No. 117-081
 - 1. Company: B.C. Mechanical, Inc.
 - 2. Final Contract Amount: \$162,298
 - 3. Funding: Liability Insurance Fund (226.0417.672.39.01)
- B. Century Center Fire Pump Replacement – Project No. 117-038
 - 1. Company: Shambaugh & Son, L.P.
 - 2. Final Contract Amount: \$50,615
 - 3. Funding: Hotel/Motel Tax (7304.42010.000.0099)

7. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS

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- A. Venues, Parks, and Arts Restroom Remodeling – Project No. 118-043
 - 1. Funding: Parks Bond Series I (471.1138.452.42.01)
 - B. Two (2), More or Less, 2018 or Newer, Single Axle Dump Truck – Spec X
 - 1. Funding: Sewer Department Capital (642.0621.415.43.02)
- 8. REQUEST TO ADVERTISE FOR THE RECEIPT OF PROPOSALS**
- A. City of South Bend Branded Apparel and Accessories
 - 1. Funding: Venues, Parks, and Arts
- 9. RESOLUTIONS**
- A. No. 43-2018 – 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 Portage Township
 - 1. Description: Blad Annexation Area
 - B. No. 44-2018 – 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 Portage Township
 - 1. Description: Ceres Annexation Area
- 10. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**
- A. Lease Proposal – Dell Financial Services
 - 1. Description: Tablets and Toughbooks for South Bend Fire Department
 - 2. Amount: \$1,826.69/Year for Five (5) Years; Total \$7,983.78
 - 3. Funding: IT Capital Lease Proceeds (279.0672.415.38.01/.02)
 - B. QPA Master Lease Purchase Agreement – Hewlett Packard Financial Services Company
 - 1. Description: Additional Computer Equipment for City of South Bend
 - 2. Amount: \$776.03/Month for Forty-Eight (48) Months; Total \$36,864.83
 - 3. Funding: IT Capital Lease Proceeds (279.0672.415.38.01/.02)
 - C. Special Purchase – South Bend Police Department
 - 1. Description: Confidential Purchase of Undercover Vehicle
 - 2. Amount: \$22,100 (\$27,025 less \$6,000 Trade-In)
 - 3. Funding: Vehicle Lease Purchase (299.0801.421.43.01/.02)
 - D. Agreement – Center for the Homeless, Inc.
 - 1. Description: Services for Permanent Supportive Housing for the Chronically Homeless
 - 2. Amount: \$100,000
 - 3. Funding: COIT (404.0401.415.31.06)
 - E. Contract – REAL Services, Inc.

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1. Description: Provide Essential Home Repairs for Elderly, Low-Moderate Income Homeowners
 2. Amount: \$100,000
 3. Funding: CDBG (212.1001.460.39.30)
- F. Contract – South Bend Human Rights Commission
1. Description: Investigate Fair Housing Complaints and Provide Educational Materials and Training Related to Fair Housing
 2. Amount: \$10,000
 3. Funding: CDBG (212.1001.460.39.30)
- G. Contract – Neighborhood Resources & Technical Services Corporation
1. Description: Strengthen Neighborhood Organizations and Associations in Low-Moderate Income Neighborhoods
 2. Amount: \$15,000
 3. Funding: CDBG (212.1001.460.39.30)
- H. Contract – Near Northwest Neighborhood, Inc.
1. Description: Acquire and Rehabilitate Property at 750 Cottage Grove for Resale to Low-Moderate Income Buyer
 2. Amount: \$165,000
 3. Funding: CDBG (212.1001.460.39.30)
- I. Contract – The Center for the Homeless, Inc.
1. Description: Support Permanent Supportive Housing Operations/Case Management for Persons Experiencing Homelessness
 2. Amount: \$129,835
 3. Funding: CDBG (212.1001.460.39.30)
- J. Amendment No. 2 to Professional Services Agreement – Arcadis U.S., Inc.
1. Description: Assistance with North Station Well No. 1 Replacement and Bidding
 2. Amount: \$33,820
 3. Funding: Water Works Engineering (620.0640.658.31.02)
- K. Amendment No. 1 to Professional Services Agreement – McCormick Engineering, LLC
1. Description: Additional Drafting of Stormwater Ordinance Language and As-Directed Tasks Related to Analysis of Stormwater Issues within the City
 2. Amount: \$20,000
 3. Funding: Fund 101
- L. Software Quote – Cues, Inc.
1. Description: GraniteNet Web Portal Software and Unlimited Licenses
 2. Amount: \$13,260
 3. Funding: Engineering Professional Services (101.0602.431.31.06)
- M. Professional Services Agreement – Pathfinders Advertising

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1. Description: Maintain and Improve southbendin.gov
 2. Amount: \$20,000
 3. Funding: IT Professional Services (279.0672.415.31.06)
- N. Easement Agreement – Danch, Harner and Associates
1. Description: Easement with Sisters of Holy Cross for Installation of Public Sewer
- O. Amendment No. 1 to Professional Services Agreement – KIL Architecture and Planning
1. Description: Additional Architectural and Design Services for the Wastewater Treatment Plant Building No. 3
 2. Amount: \$16,800; New Total \$53,000
 3. Funding: Utilities, Wastewater, Engineering Account (641.0630.793.31.02)
- P. Consulting Agreement - enFocus
1. Description: 2018-2019 Fellowship Program
 2. Amount: \$20,000
 3. Funding: COIT (404.0672.415.31.06)
- Q. QPA Purchase – Dell, Inc.
1. Description: Lock-In Lower Price for Microsoft Dynamics 365 for Finance and Operations Licensing for Three (3) Years
 2. Amount: \$8,798.69 Total
 3. Funding: IT Operations (279.0672.415.36.04)
- R. Professional Services Agreement – American Structurepoint, Inc.
1. Description: Safe Routes to School near LaSalle Intermediate and Marquette Primary Schools
 2. Amount: \$165,126.72
 3. Funding: LRSA (251.0608.380.10.99); 80% Federal/20% Local
- S. Professional Services Agreement – Hull & Associates, Inc.
1. Description: Former Studebaker Complex Soil Remediation (Ignition Park)
 2. Amount: \$103,830
 3. Funding: Studebaker/Oliver Grants (209.1402.460.31.06)
- T. Enterprise Agreement – Environmental Systems Research Institute, Inc.
1. Description: ArcGIS Hub Renewal
 2. Amount: \$195,500
 3. Funding: IT Operating Budget (279.0672.415.36.04)
- U. Professional Services Agreement – American Structurepoint, Inc.
1. Description: Emergency Purchase Order for Repair at 2222 Mishawaka Avenue Traffic Signal
 2. Amount: \$25,000
 3. Funding: LRSA (251.0608.431.36.67)

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- V. First Amendment to Memorandum of Understanding – St. Joseph County Board of Commissioners
 - 1. Description: Additional Mayflower Road Re-Pavement
 - 2. Amount: \$115,208.80
 - 3. Funding: MVH (202.0607.431.23.02)
- W. Professional Services Agreement – Umbaugh & Associates, Inc.
 - 1. Description: Municipal Stormwater Utility Financial Advisory Services for 2018 Rate Study
 - 2. Amount: \$20,000
 - 3. Funding: Engineering Professional Services (101.0602.431.31.06)

11. LICENSES AND PERMITS

- A. Processions
 - 1. Applicant: South Bend Heritage Foundation
 - a) Event: 30th Annual Red Ribbon March Against Drugs and Violence
 - b) Date/Time: October 19, 2018; 9:30 a.m. to 11:15 a.m.
 - c) Favorable Recommendation
- B. Occupancy Permit
 - 1. Applicant: Contract Land Staff for Black and Veatch
 - 2. Location: Belleville Circle at S. Lombardy Drive
 - 3. Description: Aerial Electrical Transmission Line Re-Build; Additional Ninety (90) Days through November 5, 2018

12. TRAFFIC CONTROL DEVICES

- A. New Installation - Handicapped Accessible Parking Space Sign
 - 1. Locations:
 - a) 2423 Prast Blvd.
 - b) 1147 E. Fox St.
 - c) 1938 E. Fox St.
 - 2. All criteria has been met
- B. Traffic Restriction
 - 1. Applicant: The History Museum
 - 2. Location: North Side of Bartlett St. from Riverside Dr. to Michigan St.
 - 3. Description: Designated No Parking Except for School Busses for the Leeper Park 2018 Cabin Days Program on October 9-12, 2018
 - 4. Favorable Recommendations

13. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE

- A. 18460 Forest Glade – Water/Sewer

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- B. 239 North Dixie Way – Water
 - C. 241 North Dixie Way – Water
- 14. INDUSTRIAL WASTEWATER DISCHARGE PERMITS**
- A. Transfer of Permit
 - 1. Company: Transfer Permit from Monarch Textile Rental Services, Inc. to Wildman Uniform and Linen
 - 2. Location: 2810 Foundation Drive
- 15. RATIFY BONDS**
- A. Contractor Bonds
 - 1. Ruby J. Murillo, Approved Effective August 27, 2018
 - B. Excavation Bonds
 - 1. Roberts Environmental Services LLC, Approved Effective August 29, 2018
 - C. Occupancy Bonds
 - 1. Sea of Glass dba Fish Window Cleaning, Approved Effective September 12, 2018
- 16. CLAIMS**
- 17. PRIVILEGE OF THE FLOOR**
- 18. 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.