

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
MEETING
September 25, 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 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)

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)
- C. J.C. Lauber Site Improvements – Project No. 118-083B
 - 1. Company: Rieth-Riley Construction Co., Inc.
 - 2. Amount: \$373,528; Base Bid plus Alternates 1 and 3
 - 3. Funding: REDA TIF (429.1050.460.42.03)

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

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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**
- 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

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- 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
- C. No. 49-2018 – A Resolution of the City of South Bend, Indiana Board of Public Works Approving an Amendment to the “Memorandum of Understanding for the Mayflower Road Re-Pavement Project” with the Board of Commissioners of the County of St. Joseph, Indiana
- D. No. 50-2018 – A Resolution of the Board of Public Works for the City of South Bend, Indiana Approving Acceptance of a Grant from Visit South Bend Mishawaka
 - 1. Description: Accept Grant of \$50,000 in Support of the Development of a Way Finding Master Plan

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.
 - 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

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- 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: LRSA (251.0608.431.42.96)
- 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
 - 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

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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: LOIT Major Projects (257.0608.431.42.96); 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)
- 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)

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- X. Agreement – Indiana Housing and Community Development Authority
 - 1. Description: Administer Program to Identify and Control Lead-Based Paint Hazards in Eligible Owner Occupied Housing Units
 - 2. Amount: \$143,906
 - 3. Funding: CDBG Disaster Recovery Federal Funds though IHCDA
- Y. Agreement – Indiana Housing and Community Development Authority
 - 1. Description: Administer Program to Identify and Control Lead-Based Paint Hazards in Eligible Rental Owner Occupied Housing Units
 - 2. Amount: \$528,951
 - 3. Funding: Lead Hazard Reduction Federal Funds through IHCDA
- Z. 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

11. LICENSES AND PERMITS

- A. Procession
 - 1. Applicant: South Bend Heritage Foundation
 - 2. Event: 30th Annual Red Ribbon March Against Drugs and Violence
 - 3. Date/Time: October 19, 2018; 9:30 a.m. to 11:15 a.m.
 - 4. Favorable Recommendation
- B. Occupancy Permits
 - 1. Applicant: Contract Land Staff for Black and Veatch
 - a) Location: Belleville Circle at S. Lombardy Drive
 - b) Description: Aerial Electrical Transmission Line Re-Build; Additional Ninety (90) Days through November 5, 2018
 - 2. Applicant: Ziolkowski Construction, Inc.
 - a) Location: 635 S. Lafayette Blvd.
 - b) Description: Extend Permit for Ninety (90) Days through November 30, 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.

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3. Description: Designated No Parking Except for School Buses 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
- 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.