

**CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS
AGENDA REVIEW SESSION
NOVEMBER 7, 2019 – 10:30 a.m.**



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

AGENDA REVIEW SESSION

1. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. QPA Special Purchase – Kimball Office
 - 1. Description: Department of Community Investment Cubicles
 - 2. Amount: \$37,861.33
 - 3. Funding: DCI Repairs & Maintenance (211.1001.460.36.01)

2. TITLE SHEET

- A. Privet Lane Culvert Replacement – Project No. 118-013B
 - 1. Funding: LRSA (251.0608.431.42.96)
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REGULAR MEETING

1. REVIEW OF MINUTES

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of October 17, 22, and 29, and November 5, 2019

2. OPENING OF BIDS

- A. Ewing Avenue and Fellows Street Traffic Signal – Project No. 118-097
 - 1. Funding: LRSA (251.0608.431.36.67)
- B. East Bank Trail Storm Repairs – Project No. 118-306
 - 1. Funding: Liability Insurance (226.0419.672.42.03)
- C. Main & Colfax Parking Structure Painting Removal – Project No. 119-078R
 - 1. Funding: Parking Garages (601.0462.645.36.01)
- D. Sale of City-Owned Properties
 - 1. 722 LaPorte Ave.
 - 2. 142 N. Chicago St.
- E. Water Works Utility Service Line Repair Program
 - 1. Funding: Water O&M (620.0630.711.61.02)

3. OPENING OF QUOTATIONS

- A. Code Enforcement Vestibule – Project No. 119-101
 - 1. Funding: Code Enforcement (600.1201.415.39.89)
- B. Erskine Well No. 2 Rehabilitation – Project No. 119-096
 - 1. Funding: Water Works Other Professional Services (620.0640.602.31.06)
- C. Edison Well No. 3A Rehabilitation – Project No. 119-097
 - 1. Funding: Water Works Other Professional Services (620.0640.602.31.06)

4. AWARD BIDS AND APPROVE CONTRACTS

- A. Uniform and Floor Mat Service and Rentals
 - 1. Company: Cintas

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2. Amount: Unit Prices
3. Funding: All City Departments
- B. 2019 Demolitions, Phase 2 – Project No. 119-079
 1. Company:
 - a) Ritschard Bros, Inc.
(1) Amount: \$125,825, Division A
 - b) Green Demolition Contractors
(1) Amount: \$122,565, Division B
 2. Funding: Vacant and Abandoned (404.1201.415.39.87)
5. **REJECT BIDS**
 - A. Muessel Grove Public Restroom – Project No. 118-099R
 1. Description: Exceeds Project Budget
 2. Funding: VPA Capital (416.0404.453.36.01)
6. **AWARD QUOTATIONS AND APPROVE CONTRACTS**
 - A. Lafayette Building Cleanout – Project No. 119-098
 1. Company: HomeWorks Construction, Inc.
 2. Amount: \$13,550
 3. Funding: RWDA TIF (324.1050.460.42.02)
 - B. Olive Street Station Office HVAC Upgrades (Emergency) – Project No. 119-077A
 1. Company: Ideal Consolidated, Inc.
 2. Amount: \$56,500
 3. Funding: Water Works Operations (620.0640.606.36.01)
 - C. County City Building Office Updates – Project No. 118-079
 1. Company: Brown & Brown General Contractors, Inc.
 2. Amount: \$117,428; Base Bid plus Alternate Nos. 1 and 2
 3. Funding: COIT (404.0617.431.36.01)
7. **AWARD PROPOSALS**
 - A. City-Wide Plumbing Contract
 1. Company: D.A. Dodd
 2. Amount: Highest Scoring Vendor
 3. Funding: Various Department Building Maintenance Accounts
8. **CHANGE ORDERS**
 - A. 510 S. Main Street Building Improvements – Project No. 119-084
 1. Company: HC3 LLC d/b/a St. Clair Development
 2. Change Order No.: 2

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3. Increase Amount: \$6,458.50
 4. Percent of Increase: 4.17%
 5. Total Percent of Change: 7.81%
 6. Revised Contract Amount: \$161,162.96
 7. Funding: EDIT/Grants & Subsidies Redevelopment General
(408.1001.460.39.30; 433.1050.460.39.30)
- B. Western Ave. Streetscape, Phase III – Project No. 118-076
1. Company: Indiana Earth, Inc.
 2. Change Order No.: 2
 3. Increase Amount: \$133,724.31; Additional Twenty-Two (22) Days
 4. Percent of Increase: 5%
 5. Total Percent of Change: 6.65%
 6. Revised Contract Amount: \$2,809,540.66
 7. Revised Contract Completion Date: November 30, 2019
 8. Funding: RWDA TIF (324.1050.460.42.03)
- C. Pulaski Park Improvements – Project No. 118-056
1. Company: Larson-Danielson Construction Co., Inc.
 2. Change Order No.: 2
 3. Increase Amount: \$2,284
 4. Percent of Increase: 0.26%
 5. Total Percent of Change: 0.26%
 6. Revised Contract Amount: \$880,970.25
 7. Funding: RWDA TIF Bond (452.1101.452.31.06)
- D. Howard Park Redevelopment and St. Louis Blvd. Improvements – Project No. 117-047B
1. Company: Larson-Danielson Construction Co., Inc.
 2. Change Order No.: 11
 3. Increase Amount: \$157,546.91
 4. Percent of Increase: 0.85%
 5. Total Percent of Change: (1.15%)
 6. Revised Contract Amount: \$18,604,635.57
 7. Funding: Park Bond, RETIF, Regional Cities and Cumulative Capital
(452.1101.452.02.03; 429.1050.460.42.02; 201.1111.452.42.01;
407.1101.452.42.01)
- E. VPA Restroom Remodeling – Project No. 118-043R
1. Company: Michiana Contracting, Inc.
 2. Change Order No.: 3
 3. Increase Amount: \$4,058; Additional Twenty-Three (23) Days
 4. Percent of Increase: 0.77%
 5. Total Percent of Change: 8.02%

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6. Revised Contract Amount: \$529,308.82
7. Revised Contract Completion Date: October 11, 2019
8. Funding: Parks Bond I (471.1138.452.42.01)

9. PROJECT COMPLETION AFFIDAVITS

- A. J.C. Lauber Site Improvements – Project No. 118-083B
 1. Company: Rieth Riley Construction Co., Inc.
 2. Final Contract Amount: \$416,367.38
 3. Funding: REDA TIF (429.1050.460.42.03)
- B. East Race Boat Launch Slope Repairs – Project No. 118-305B
 1. Company: Selge Construction Company, Inc.
 2. Final Contract Amount: \$49,204
 3. Funding: Streets & Alleys (226.0419.672.42.03)
- C. The Garage Site Improvements – Project No. 118-083C
 1. Company: R&R Excavating, Inc.
 2. Final Contract Amount: \$59,440
 3. Funding: REDA TIF (429.1050.460.42.03)
- D. Century Center Site Improvements – Project No. 118-101
 1. Company: Acorn Landscaping LLC
 2. Final Contract Amount: \$136,280.08
 3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- E. East Longfellow Ave. & North Riverside Dr. Traffic Calming– Project No. 118-113
 1. Company: Walsh & Kelly, Inc.
 2. Final Contract Amount: \$76,323.94
 3. Funding: LRSA (251.0608.431.42.96)
- F. Wastewater Treatment Plant Riverbank Stabilization, Phase 2
 1. Company: EFM Excavating, Inc.
 2. Final Contract Amount: \$99,650
 3. Funding: Utilities, Wastewater, Other Equipment (641.0630.793.36.05)
- G. School Zone Flashing Beacon Relocations – Project No. 119-058
 1. Company: Michiana Contracting, Inc.
 2. Final Contract Amount: \$9,800
 3. Funding: LRSA (251.0608.431.42.96)

10. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS

- A. Governor Kernan Riverwalk Construction – Project No. 117-083A
 1. Title Sheet
 2. Funding: Park Bond D (471.1133.452.42.01)
- B. Miami Basin Valve Replacement – Project No. 116-082D

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- 1. Title Sheet
- 2. Funding: Sewer Fund/SSDA TIF (226.0419.672.42.03; 430.1050.460.42.01)
- C. Gemini at Colfax Exterior Renovations – Project No. 119-103
 - 1. Title Sheet
 - 2. Funding: TBD
- D. St. Joseph River Backwater Valves – Project No. 119-018
 - 1. Title Sheet
 - 2. Funding: Sewers (226.0419.672.42.03)
- E. Sale of City of City-Owned Property – 901 E Miner

11. TITLE SHEET

- A. Prairie Avenue (S.R. 23) Water Main Extension

12. RESOLUTIONS

- A. No. 38-2019 – A Resolution for the City of South Bend, Indiana Board of Public Works for the Write Off of Insurance Fund Account for 2013 through 2016
 - 1. Description: Write-Off Insufficient Funds from 2013-2016
- B. No. 40-2019 – A Resolution of the Board of Public Works of the City of South Bend, Indiana Approving the Acceptance of Transfers of Real Property
 - 1. Description: 318 S Meade St., 1030 N. O’Brien St., 1202 N. Huey St., 1322 N. Brookfield St.
- C. No. 41-2019 – A Resolution of the City of South Bend, Indiana, Board of Public Works Authorizing the Transfer of Real Property to the South Bend Redevelopment Authority
 - 1. Description: South Shore Double Tracking Bonds
- D. No. 42-2019 – A Resolution of the South Bend Board of Public Works on Disposal of Unfit and/or Obsolete Property
 - 1. Description: Firefighter Helmet and Boots – Retired Fire Chief Stephen Cox
- E. No. 43-2019 – A Resolution of the City of South Bend, Indiana, Board of Public Works on Disposal of Unfit and/or Obsolete Property
 - 1. Description: Tire Changer for Sample Street Garage
- F. No. 44-2019 – A Resolution of the City of South Bend, Indiana Board of Public Works for the Disposal of Surplus Property
 - 1. Description: Ivy Tech Modular Buildings

13. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

- A. Agreement – Purdue University MEP Center
 - 1. Description: Manufacturing Training for Individuals Housed at South Bend Community Re-Entry Center
 - 2. Amount: \$64,500

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- 3. Funding: EDIT (404.1001.460.39.30)
- B. Contract – Department of Community Investment
 - 1. Description: Provide Major Home Repairs for Low-Moderate Income Households through South Bend/UEA Pilot Home Repair Program
 - 2. Amount: \$349,112
 - 3. Funding: CDBG (212.1001.460.39.30)
- C. Local Roads and Bridges Matching Grant Agreement – Indiana Department of Transportation
 - 1. Description: 2019 Community Crossings Round 2
 - 2. Amount: \$367,634.16
 - 3. Funding: LRSA (251.0608.431.31.06)
- D. Professional Services Agreement – Kill-N-Em, Inc. d/b/a Carothers Printing Company
 - 1. Description: Request for Qualifications Agreement for Print Shop Services Awarded August 27, 2019
 - 2. Amount: Unit Prices
 - 3. Funding: Various City Departments
- E. Software Renewal Agreement – Azteca Systems, LLC
 - 1. Description: Software Renewal for CityWorks, Additional Five (5) PLL Software Licenses, and AMS Software through Azteca Systems
 - 2. Amount: \$92,625
 - 3. Funding: IT Operating (279.0672.415.36.04)
- F. Master Sales and License Agreement – Routeware, Inc.
 - 1. Description: Implement Routeware for Solid Waste to replace Elemos
 - 2. Amount: \$386,269.85; Five (5) Year Term
 - 3. Funding: Solid Waste Capital (611.0610.415.43.08)
- G. Professional Services Agreement - Woolpert
 - 1. Description: Implement PLL CityWorks Module for Business Licensing in Department of Community Investment
 - 2. Amount: \$153,928
 - 3. Funding: IT Professional Services (279.0672.415.31.06)
- H. Amendment No. 2 to Professional Services Agreement – Lawson-Fisher Associates P.C.
 - 1. Description: Prepare Bid Documents for East Bank Trail Slope Stabilization Design Services
 - 2. Amount: NTE \$2,800
 - 3. Funding: Liability Insurance Fund (226.0419.672.42.03)
- I. First Amendment to Agreement for Programs and Services – United Way of St. Joseph County

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1. Description: Extend Date to June 30, 2020 for Early Childhood Education Provider for Capacity Grant Program
 2. Amount: No Change in Amount
 3. Funding: Redevelopment General, Grant and Subsidies (433.1050.460.39.30)
- J. First Addendum to Agreement – The Center for the Homeless, Inc.
1. Description: Rent and Utility Support for Permanent Supportive Housing Program
 2. Amount: \$100,000; New Total \$200,000
 3. Funding: EDIT (404.0401.415.31.06)
- K. Memorandum of Understanding – The Center for the Homeless, Inc.
1. Description: Services Related to Weather Amnesty for Chronically Homeless
 2. Amount: \$93,760
 3. Funding: Pokagon/EDIT (433.1050.460.39.30; 408.1001.460.39.30)
- L. Memorandum of Understanding – Rescue Incorporated d/b/a Hope Ministries
1. Description: Services Related to Weather Amnesty for Chronically Homeless
 2. Amount: \$152,024
 3. Funding: Pokagon/EDIT (433.1050.460.39.30/408.1001.460.39.30)
- M. Agreement – Urban Enterprise Association of South Bend, Inc.
1. Description: Community Investment Staff for Work Related to UEA/UEZ Programs
 2. Amount: \$40,000; Paid to City
- N. Agreement – Community Homebuyers Corporation
1. Description: Community Investment Staff Work Related to CHC Programs
 2. Amount: \$20,000; Paid to City
- O. Professional Services Agreement – AccordWare LLC.
1. Description: ACA Reporting for IRS Forms 1094-C & 1095-C
 2. Amount: \$1.40 per 1095-C Form and \$1.00 per Employee Reports Fee; plus \$1,000 Annual Base Fee
 3. Funding: Health Insurance Fund (711.0401.671.31.06)
- P. Amendment to Software Agreement – Kronos, Inc.
1. Description: New Vacation Accrual Policies
 2. Amount: \$6,120
 3. Funding: Other Professional Services (101.0401.415.31.06)
- Q. Professional Services Agreement - 1st Seniors, LLC. d/b/a Senior 1 Care
1. Description: Certified Nursing Assistant Training through Legacy CAN Training for Workforce Pathways Program
 2. Amount: NTE \$30,000
 3. Funding: COIT, Grants and Subsidies (404.1001.460.39.30)
- R. Professional Services Agreement – Ivy Tech Community College

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- 1. Description: Workforce Training to Participants in the Workforce Pathways Program
- 2. Amount: NTE \$50,000
- 3. Funding: COIT, Grants and Subsidies (404.1001.460.39.30)
- S. Third Amendment for Professional Services Agreement – Jones Petrie Rafinski Corp.
 - 1. Description: Additional EPA Requested Environmental Testing for Beck’s Lake Site
 - 2. Amount: NTE \$71,1000
 - 3. Funding: Professional Services - EPA (226.0412.672.39.02)
- T. Professional Services Agreement – Alliance Architects, Inc.
 - 1. Description: Architectural and Engineering Services for Weather Amnesty 2019-2020
 - 2. Amount: \$15,250
 - 3. Funding: Redevelopment General (433.1050.460.39.30)
- U. Amendment to Professional Services Agreement – Cardno, Inc.
 - 1. Description: Engineering Design Services for St. Joseph Riverbank Stabilization
 - 2. Amount: NTE \$59,600; New Total \$99,600
 - 3. Funding: Utility Expense/Contractual Service Fund (251.0608.431.31.06)
- V. Amendment No. 1 to Professional Services Agreement – American Structurepoint, Inc.
 - 1. Description: Poppy Road Lift Station Repairs and Lift Station Life Cycle Analysis
 - 2. Amount: \$7,570; New Total \$48,770
 - 3. Funding: Utilities, Wastewater, Repair Parts and Other Equipment Repair and Maintenance (641.0630.793.31.02)
- W. Donation Agreement – Clement Properties LLC.
 - 1. Description: Donation of Two (2) Vacant Lots to Board of Public Works; One (1) Parcel Abutting Organic Resources at Cleveland/Trade Dr., One (1) Parcel Across Street from Fire Training Center/VPA Maintenance Center, E. Sample
- X. Professional Services Agreement – Pathfinders Advertising and Marketing Group Inc.
 - 1. Description: City Website Maintenance
 - 2. Amount: \$20,000
 - 3. Funding: IT Fund Professional Services (279.0672.415.31.06)
- Y. Guaranteed Energy Savings Contract – Performance Services, Inc.
 - 1. Description: Ratify the Award of Request for Qualifications for Guaranteed Energy Savings Contract for South Bend Fire Department per Common Council Resolution No. 4818-19

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- 2. Amount: Highest Scoring Contractor
- 3. Funding: Fire Capital/Building Improvements (750.0901.422.42.02)
- Z. Subgrant – University of Notre Dame du Lac
 - 1. Description: Subaward from Lilly Foundation Grant to University of Notre Dame and South Bend-Elkhart Region for Technology Resource Center
- AA. Ratify Quote Award – Milestone Fence
 - 1. Description: Recommendation of Award for Replacement of Damaged Gate at Street Department by Authorized Agent of the Board
 - 2. Amount: \$14,250
 - 3. Funding: MVH/Sewage Ops and Maintenance (202.0607.431.36.01; 641.0621.792.36.01)
- BB. Software and License Agreement– CCG Systems Inc. dba FASTER Asset Solutions
 - 1. Description: Fleet and Asset Management Software
 - 2. Amount: \$258,189
 - 3. Funding: Central Services Capital Fund (224.0605.419.43.08)
- CC. Professional Services Agreement – Majora Carter Group
 - 1. Description: Define Demonstration Projections for Revitalization Advisory Board and Action Plan
 - 2. Amount: NTE \$30,000
 - 3. Funding: Redevelopment General (Pokagon) (433.1050.460.39.30)
- DD. Software Training Agreement - Accela
 - 1. Description: Provide Three (3) Days of Onsite System Administration Training to City Employees
 - 2. Amount: \$7,900
 - 3. Funding: IT Training (279.0672.415.39.70)
- EE. Amendment No. 1 to Professional Services Agreement – Christopher B. Burke Engineering, LLC.
 - 1. Description: Design Services for the East Race Sewer Analysis
 - 2. Amount: \$48,400
 - 3. Funding: REDA TIF (429.1050.460.31.02)
- FF. Personal Property Transfer Agreement – Unity of Michiana, Inc.
 - 1. Description: Transfer One (1) Modular Building to Unity of Michiana Pursuant to I.C. 36-1-11-1(b)(7)
- GG. Amendment No. 1 to Professional Service Agreement – Lawson-Fisher Associates P.C.
 - 1. Description: Revise and Supplement City Standards and Specifications
 - 2. Amount: NTE \$10,000; New Total \$41,700
 - 3. Funding: Engineering Professional Services (101.0602.431.31.06)
- HH. Agreement – Canadian National

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1. Description: Install Bells in West Side Quiet Zone
 2. Amount: \$29,371
 3. Funding: LRSA (251.0608.431.42.96)
- II. Amendment No. 3 to Professional Services Agreement – Epoch Architecture + Planning
1. Description: Architectural Design and Construction Services for Tech Resource Center
 2. Amount: \$17,500
 3. Funding: RWDA TIF (324.1050.460.42.02)
- 14. LICENSES AND PERMITS**
- A. Street Closures for Special Events
1. Event: St. Nick 6 Run
 - a) Date/Times: December 7, 2019; 9:30 a.m. to 11:30 a.m.
 - b) Location: St. Louis Street; LaSalle to Colfax, North to Madison onto East Race and Back
- 15. STREET/ALLEY VACATIONS**
- A. Applicant: Zoila Morocho
1. Location: Second East/West Alley, South of Western Ave., East of Brookfield to First North/South Alley
 2. Purpose: Clean-Up Alley for Applicant Use Only
 3. See Community Investment Comment
- B. Applicant: Shark Investments LLC.
1. Location: E/W Alley from Main St. to Michigan St., South of Sample St. & North of Garst St.
 2. Purpose: Owner of Both Adjacent Properties
 3. See Community Investment Comment and Engineering
- 16. TRAFFIC CONTROL DEVICES**
- A. New Installation - Handicapped Accessible Parking Space Sign
1. Locations:
 - a) 2910 Prast Blvd.
 - b) 1513 Johnson St.
 2. All criteria has been met
- 17. CONSENT TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE**
- A. 20260 Kiefer Way – Water/Sewer
- B. 51789 Hannigan Dr. – Water/Sewer

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C. 52620 East Tr. – Water/Sewer

18. RATIFY BONDS

A. Contractor Bonds

1. Jhonny Pineda dba On the Spot Services, Approved Effective October 23, 2019
2. KWEST Group, LLC. Approved Effective October 17, 2019
3. John Ward Concrete, Inc. Approved Effective November 1, 2019

B. Excavation Bonds

1. Electric Conduit Construction Company. Approved Effective October 18, 2019
2. R Gordon Engineering, Inc. Approved Effective October 24, 2019
3. Accudig Excavating LLC. Approved Effective October 25, 2019
4. Peerless-Midwest, Inc. Approved Effective October 30, 2019
5. John Ward Concrete, Inc. Approved Effective November 1, 2019

C. Occupancy Bonds

1. Jhonny Pineda dba On the Spot Services, Approved Effective October 23, 2019
2. Auto-Owners Insurance Company. Approved Effective October 23, 2019
3. McCarthy Insurance Group. Approved Effective October 29, 2019
4. Douglas Landscaping Inc. Approved Effective October 17, 2019
5. KWEST Group, LLC. Approved Effective October 17, 2019
6. Walsh & Kelly, Inc. Approved Effective October 8, 2019
7. R Gordon Engineering, Inc. Approve Effective October 24, 2019
8. Accudig Excavating LLC. Approved Effective October 25, 2019
9. Dsn Nra LLC. Approved Effective October 31, 2019
10. Ryan Freund dba Freund Roofing Professionals. Approved Effective November 1, 2019
11. John Ward Concrete, Inc. Approved Effective November 1, 2019

19. CLAIMS

20. PRIVILEGE OF THE FLOOR

21. 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.**