



Department of
Community Investment

Memorandum

July 16, 2015

TO: South Bend Redevelopment Commission
FROM: David Relos, Economic Resources *DR*
SUBJECT: Professional Services Proposal – Jones Petrie Rafinski
High & Ireland Right of Way Legal Description Services

This professional services proposal from Jones Petrie Rafinski (JPR) is to complete necessary right of way (r/w) legal descriptions for improvements to the High & Ireland intersection, which services the Erskine Plaza Shopping Center. Planned improvements to this intersection are to add dedicated left turn lanes into and out of the Plaza, to relocate the Plaza's sign that is currently in the middle of High Street, and to connect sidewalks along both High and Ireland.

After working with the Engineering Department and Christopher Burke Engineering, the plans have been finalized to the point that permanent and temporary right of way is now identified. To move forward with the acquisition of this right of way, legal descriptions need to be written.

Jones Petrie Rafinski, who has done prior work for the Commission in this area, has submitted a Professional Services Proposal in the amount of \$1,915 for right of way legal descriptions, plus \$600 if a legal description is needed for the new sign's location.

Staff requests approval of this Professional Services Proposal in a not-to-exceed of \$2,515, to allow legal descriptions to be prepared for the needed right of way and possible sign location for the High & Ireland Improvement Project.





JONES PETRIE RAFINSKI
your one single source

Engineering • Planning • GIS • Landscape Architecture •
Surveying • Environmental • Renewable Energy • Architecture

July 10, 2015

City of South Bend
Community Investment
227 West Jefferson Blvd., Suite 1400 S
South Bend, IN 46601

Attention: Mr. David Relos

RE: REVISED HIGH AND IRELAND R/W ENGINEERING REVISIONS TO PARCEL 4 AND 5, SOUTH BEND, INDIANA

The City has requested JPR revise the parcel plats and legal descriptions for Parcel 4 (National Credit Corp., formerly known as Fitness USA) and Parcel 5 (Mishawaka Federal Bank). A preliminary review of the proposed design revisions to these two parcels indicates that Parcel 4 would have one (1) permanent acquisition and one (1) temporary acquisition. The revisions for Parcel 5 would be to combine the permanent corner cut, the storm sewer easement and the sign easement into one (1) permanent acquisition and also prepare one (1) temporary easement per the proposed design plans.

JPR will perform the following tasks:

- Revise the legal descriptions for the permanent and temporary right of way per the preliminary design plans prepared by Christopher B. Burke Engineering for Parcel 4 and 5.
- Revise the Right of Way Parcel Plats for Parcel 4 and 5.
- Update the Engineering Documentation for Parcel 4 and 5.
- Set lath at the revised permanent and temporary right of way locations.

JPR estimates the fee for performing these tasks to be **\$1,915.00**.

In the event the Board of Public Works requires a legal description and parcel sketch for the proposed sign that falls within the new right of way for Parcel 5 (Mishawaka Federal Bank) we anticipate an additional \$600 to prepare a legal description and parcel plat for this easement/encroachment.

Work can begin upon receipt of a signed copy of this proposal and is anticipated to be completed within 2 weeks of receiving the signed proposal.

Our services will be billed upon completion. Payment is due upon receipt of our invoice.

Please confirm that you agree to the above terms of this letter by dating, signing and returning to me a copy of this letter, by fax at 574-232-4333 or email at jbarnes@jpr1source.com.

Sincerely,

Jeffrey S. Barnes, PS
Professional Surveyor

jpr1source.com

Elkhart Office
4703 Chester Dr
Elkhart IN 46516
574.293.7762

South Bend Office
412 S Lafayette Blvd
South Bend IN 46601
574.232.4388

AUTHORIZATION

Proposal for revisions to Parcel 4 and 5 at High Street and Ireland Road, South Bend, IN, **for a fee of \$1,915.00.**

An additional fee of \$600 for the sign on Parcel 5 (Mishawaka Federal Bank), if needed.

Proposal Accepted By:

Authorized Signature

Date

Printed Name, Company Name

Phone No.

Billing Street Address

Fax No.

City, State, Zip

Email

The party that signs this proposal is directly responsible for all charges incurred during the course of our work.