

Bendix Drive

Lathrop Street to Voorde Drive
City of South Bend

Dear Board of Public Works:

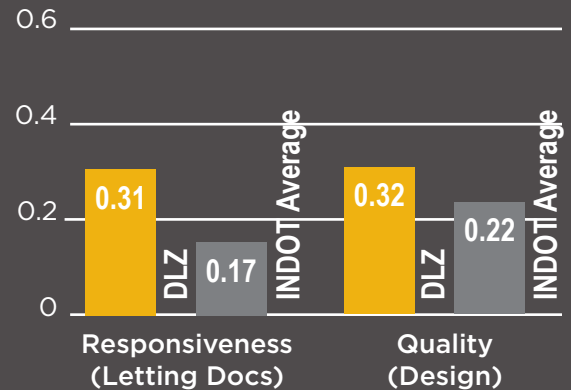
Congratulations on the City securing Federal Funding for the second phase of the Bendix Road Corridor project, and thank you for the opportunity to submit our Letter of Interest. This will continue the success of the first phase of Bendix Drive transforming the roadway through a Road Diet to a 3 lane roadway which will promote traffic calming and making it more pedestrian friendly with the addition of a multi-use path. A successful project starts with understanding your goals, listening to your needs, implementing solutions to challenges and delivering a project that exceeds your expectations. We will provide a strong, local based team, with unmatched qualifications.

Tony Glenn will be our Project Manager. Since starting at DLZ almost 15 years ago, Tony has frequently worked on City of South Bend projects. His resume of project experience includes the Olive Street and Sample Street Roundabout, Colfax Avenue Two-Way Conversion and Washington Street Improvements. However, the most important project in Tony's resume is the lead designer of Bendix Road from Lathrop Street to Cleveland Road, adjacent to this project to the north. Tony was involved in the project design from day 1, and followed the project through its entirety, providing design support throughout construction. Tony also has experience working with the South Bend International Airport and the Northern Indiana Commuter Transportation District (NICTD). Coordination with both of these stakeholders will be important to the success of this project.

We have assembled an experienced transportation design team of engineers, surveyors and environmental specialist who are dedicated to completing this project for the City. DLZ has a strong local presence with over 100 employees located right here in the City of South Bend. We live and work in your community. Our office is only 2 miles from the County-City Building and 6 miles from the project location. Being local, our designers are only 10 minutes from meeting with you at your office or at the project site.

Thank you for the opportunity to submit on this important project. We look forward to the opportunity to deliver this important project for you.

INDOT scores all consultants on Responsiveness and Quality. DLZ's scores are well above the consultant average.



DLZ

2211 E. Jefferson Blvd
South Bend, IN 46615
574.236.4400 | www.dlz.com

Project Manager

Anthony Glenn, PE
574.236.4400 | aglenn@dlz.com

Authorized Negotiator

Laurie D. Johnson, PE | Vice President
574.904.7221 | ljohnson@dlz.com

Bendix Drive At a Glance

DLZ designed the previous Phase of the Bendix Road Diet, from the Indiana Toll Road Bridge to Lathrop Street



\$ Potential Cost Savings \$
Concrete pavement in better condition at Lathrop Street - may be able to rehabilitate this pavement.



South Bend International Airport runway may require FAA permit

DLZ provided engineering services for the track alignment relocation for the NICTD/South Bend International Airport, which included the installation of subsurface drains to stabilize both the track bed and the adjacent roadway.



Existing railroad crossing will require coordination with NICTD.

Existing fiber along west curb line, consider relocating as part of the project.

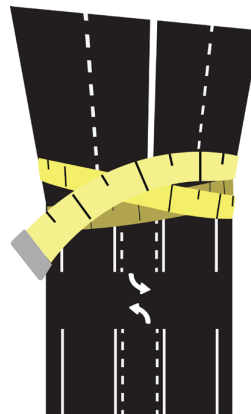
Existing outside northbound lane from Lincoln Way West offers opportunity to add bike lane since the travel lane would need to end at Voorde Drive.



Approach

Existing Conditions

Bendix Drive is an important north/south corridor within the City of South Bend along the east side of the South Bend International Airport. It is classified as a Principal Arterial with a posted speed limit of 40 mph. The current lane configuration has 4 travel lanes with dedicated left turn lanes at the signalized intersection with Lathrop Street intersection. The intersection of Bendix Drive and Lathrop Street was reconstructed in 1991, therefore the pavement is newer than the rest of Bendix Drive corridor. Much of the roadway consists of concrete pavement which is failing, with joint deterioration and potholes that have been patched with asphalt. The roadway is curbed with storm sewer inlets to collect rain water, and there is no existing sidewalk along the project corridor. North of the project, a newly constructed sidewalk/multi-use path is along the east side of Bendix, from Lathrop Street to Nimtz Parkway. South of the airport, there are numerous driveways for access to businesses located along the west side of the roadway. The current 2021 traffic AADT is 12,745, which has been decreasing from a peak volume of almost 20,000 AADT in 2001. The truck traffic is relatively high at 6.5% (2021). Beginning south of the project limits, NICTD railroad tracks are parallel along the east side of Bendix Drive and continue approximately 1,400 feet north of Voorde Drive, where they cross Bendix Drive and continue west toward the airport.



**4 to 3 Lane
Conversions
19-47%
Reduction in Total
Crashes**

Proposed Improvements

As done on the previous section of Bendix Drive, the current 4 lane roadway offers the City the an ideal opportunity to implement a “Road Diet” by converting Bendix Drive into a 3 lane roadway. The new corridor would be a continuation of the 2020 section to the north from Lathrop Street to the south end of the bridge over the Toll Road that DLZ designed. Road Diets have the potential to improve safety, convenience, and quality of life for the traveling public while providing the opportunity to improve pedestrian accessibility. Benefits of a Road Diet include reduction of rear-end and left-turn crashes, reduced right-angle crashes and more consistent travel speeds. The reduction to three lanes also allow additional space within the existing footprint that can be used to provide a multi-use path.



**POTENTIAL COST SAVINGS OPPORTUNITY:
SOUTH OF LATHROP STREET, THERE IS A
2,000 FOOT STRETCH WITH NO DRIVEWAYS ON
EITHER SIDE OF BENDIX DRIVE. THE CENTER
TURN LANE COULD BE ELIMINATED, IF DESIRED.**



BENDIX DRIVE

VOORDE
DRIVE

DLZ
BENDIX DRIVE | 4



DLZ RECOMMENDATION: CONSIDER RESTRIPING THE SECTION OF BENDIX DRIVE, SOUTH OF VOORDE DRIVE TO LINCOLN WAY WEST, TO A 3 LANE SECTION WITH BIKE LANE ALONG THE EAST SIDE. THIS WILL MATCH THE LANE CONFIGURATION FOR BENDIX DRIVE TO THE NORTH AND HELP REDUCE DRIVER CONFUSION BY ELIMINATING A LANE DROP. THE BIKE LANE CAN CONNECT TO THE PROPOSED MULTI-USE PATH, BEGINNING AT VOORDE DRIVE.

Pedestrian Improvements

During our site visits, we notice several pedestrians being forced to walk on the roadway, creating a dangerous situation for both them and the drivers traveling around them. Reducing the number of travel lanes will allow for the addition of a multi-use path along the east side of Bendix Drive. This trail can be extended north of Lathrop Street to connect with the existing multi-use path constructed as part of the previous Road Diet project along Bendix Drive. Since there are no other existing sidewalks present along Bendix Drive or Lathrop Street, it is anticipated that curb ramps and cross walks would only be added in the east approach of Lathrop Street. If due to future development, sidewalks are warranted they can be added in all four quadrants of this intersection.

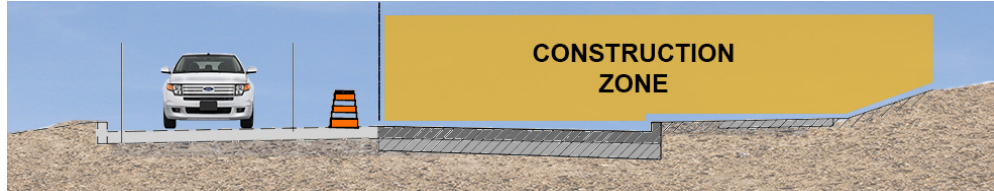
Added Bike Lanes

One of the challenges of reducing a roadway section from 4 lanes to 3 lanes is adding the appropriate lane drops and lane tapers to reduce from 2 lanes northbound down to the new single lane configuration. North of the proposed project limits, the travel lanes have already been reduced to a single travel lane northbound and southbound with the City's 2020 project designed by DLZ. At the south end of this project, between Voorde Drive and Lincoln Way West, there will be about a half a mile section that is still four lanes until it can be reconstructed in a future project. However, in the interim, the opportunity would exist to stripe the roadway as a 3 lane section with a bike lane, as shown above. This would eliminate the need for dropping a northbound lane approaching the project from the south and will help reduce driver confusion. And the Bendix Drive corridor would be a uniform 3 lane section from Lincolnway Way West north to Cleveland Road.

Maintenance Of Traffic

The single biggest impact to the traveling public is how it affects drivers as they navigate through the project all summer during construction. There are 3 main options outlined in the table below. Each comes with its own Pros and Cons. Ultimately, we will work with the City to determine the best Maintenance of Traffic Option.

PHASE 1



PHASE 2



POTENTIAL MAINTENANCE OF TRAFFIC PLAN (ONE-WAY THROUGH TRAFFIC)

- Phase 1 - Maintain one lane southbound on newly constructed roadway and construct west half of roadway
- Phase 2 - Maintain existing outer southbound traffic lane and construct east half of roadway
- The anticipated detour for northbound traffic would be from Lincoln Way West, north on Portage Avenue to Cleveland Road back to Bendix Drive.

MOT OPTION	PRO	CON
Close Bendix Drive with a detour	<ul style="list-style-type: none"> • Most cost effective option • Removes traffic from construction area allowing quickest construction 	<ul style="list-style-type: none"> • Most impact to traveling public • Does not provide good access to businesses along Bendix within project
Keep one lane open and provide one way through traffic	<ul style="list-style-type: none"> • Allows travel through the project limits while limiting the number of construction phases 	<ul style="list-style-type: none"> • Can be more challenging to maintain access to all drives
Keep two lanes open for both northbound and southbound traffic throughout construction	<ul style="list-style-type: none"> • Least impact to traveling public • Most impact to contractor during construction 	<ul style="list-style-type: none"> • Additional cost for Temporary widening • Requires multiple phases of MOT • Longest construction duration • Would be challenging with proximity of NICTD overhead poles

Traffic Signals

There are 2 traffic signals within the project limits. The signal at Voorde Drive will be replaced and the signal at Lathrop Street could be replaced or modernized.



Existing Traffic Signal at Bendix Drive/Lathrop Street

VOORDE DRIVE SIGNAL REPLACEMENT

- New signal poles
- New signal heads
- Gridsmart detection system
- New signal controller
- Emergency vehicle preemption detectors

LATHROP STREET SIGNAL MODERNIZATION/REPLACEMENT

- Paint span and catenary poles black
- New signal heads
- Gridsmart detection system
- Add pedestrian signals
- Emergency vehicle preemption detectors

Drainage

Since the existing pavement footprint will be reduced as part of this project, DLZ anticipates the existing storm sewer system will have sufficient capacity for the 3 lane roadway section and multi-use path. Reduction in the pavement width will reduce the allowable ponding width in the gutter. Therefore, DLZ will perform inlet spacing calculations to determine if additional inlets are required to reduce spread to an acceptable width.

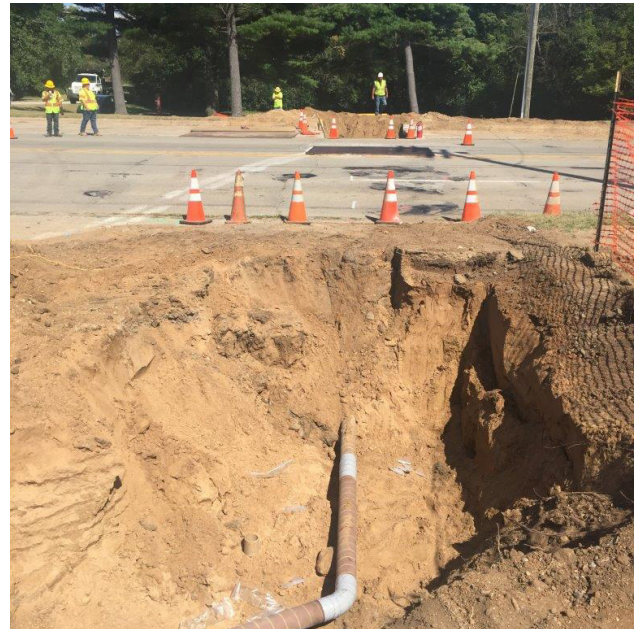
Many of the curb inlets were observed to be lower than the existing pavement and will be raised to the roadway curb line. DLZ will visually inspect all inlets and castings to determine if the castings can simply be adjusted to grade or if the inlets and castings must be replaced. We would anticipate holding the west curb line allowing those inlets to continue to be used. The east curb line will be shifted west due to the reduced 3 lane section, therefore the curb inside will be replaced. The storm sewer connects to a 24" trunk sewer that flows south and connects to a 48" storm sewer along Lincoln Way West.

Northern Indiana Commuter Transportation District Coordination

Railroad coordination will be required with the Northern Indiana Commuter Transportation District (NICTD) for replacement of the existing at-grade railroad crossing on Bendix Drive. This project is anticipated to require a railroad agreement between NICTD and the City of South Bend for replacement of the crossing by NICTD. In addition, INDOT requires that the railroad crossing, including warning signals, be brought up to current standards. Fortunately, DLZ has extensive railroad coordination experience from performing railroad coordination for other INDOT and local projects, and over the years, DLZ has developed a great working relationship with NICTD, which will benefit the City in helping to expedite the coordination process.

Permits

Bendix lies directly to the east of the South Bend International's main runway and is in the flight path. A Federal Aviation Administration (FAA) permit, form 7460-1 will likely be required for construction within the flight path. We have experience filing this permit for other projects. The only other permit anticipated would be Storm Water Pollution Plan permit which we prepare on virtually all our roadway projects.



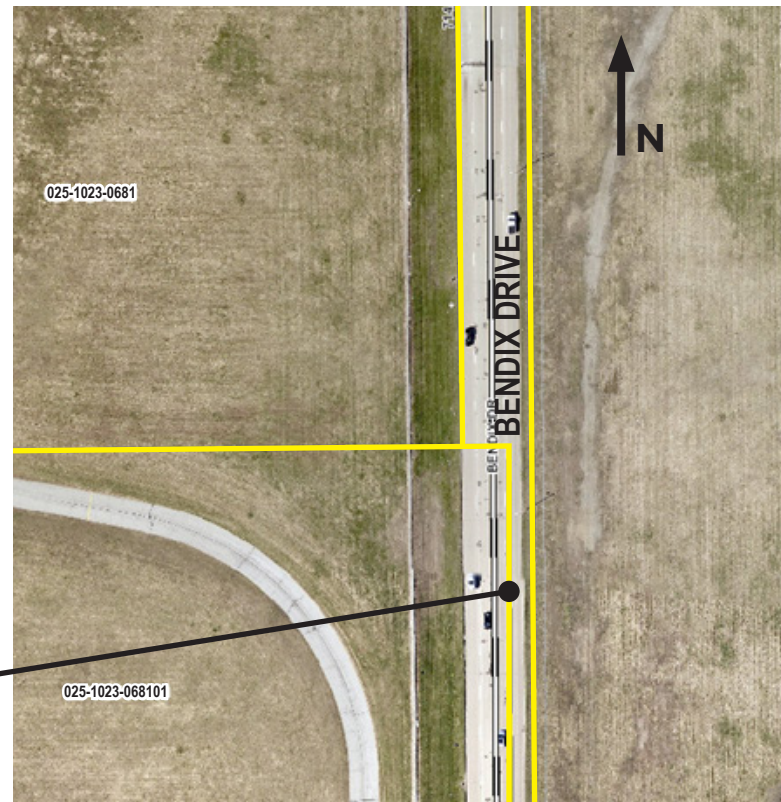
High Pressure Gas Line being relocated for Bendix Phase 1, it is anticipated that this line will also need to be relocated as part of this project as well

Utilities

In an urban project many utilities such as water, sanitary sewer, storm sewer, gas, electric, and fiber will be encountered. With the roadway footprint decreasing, it reduces the potential for additional utility relocations. When possible, the new storm sewer system would be designed around the existing utilities to minimize the number of relocations. There is a 12" water main running along the west side of Bendix Road. From our experience in the previous phase, we are aware of fiber conduits running right along the west curb lane. Some challenges were encountered by the contractor working around this line during construction in Phase 1. Our solution for this project would be to include in the project a new conduit run west of the reconstructed Bendix Drive curb line and allow the fiber to relocate at the start of the project eliminating potential conflicts.

Existing Right of Way

The existing right of way along Bendix Drive from Voorde Drive to Lathrop Drive is generally 80 feet wide, based on the City’s GIS data. Because the project’s pavement area is anticipated to stay within the existing footprint, we do not expect additional permanent right of way to be required. However, there are several inconsistencies shown on GIS in the existing right of way (see area shown to the right), specifically along the west side of Bendix Road, adjacent to the airport runway, that will need to be investigated further during design. INDOT requires the Local Public Agency to certify that the required right of way is all properly documented. If both the Airport and City are in agreement, this right of way transfer could be handled by a donation.



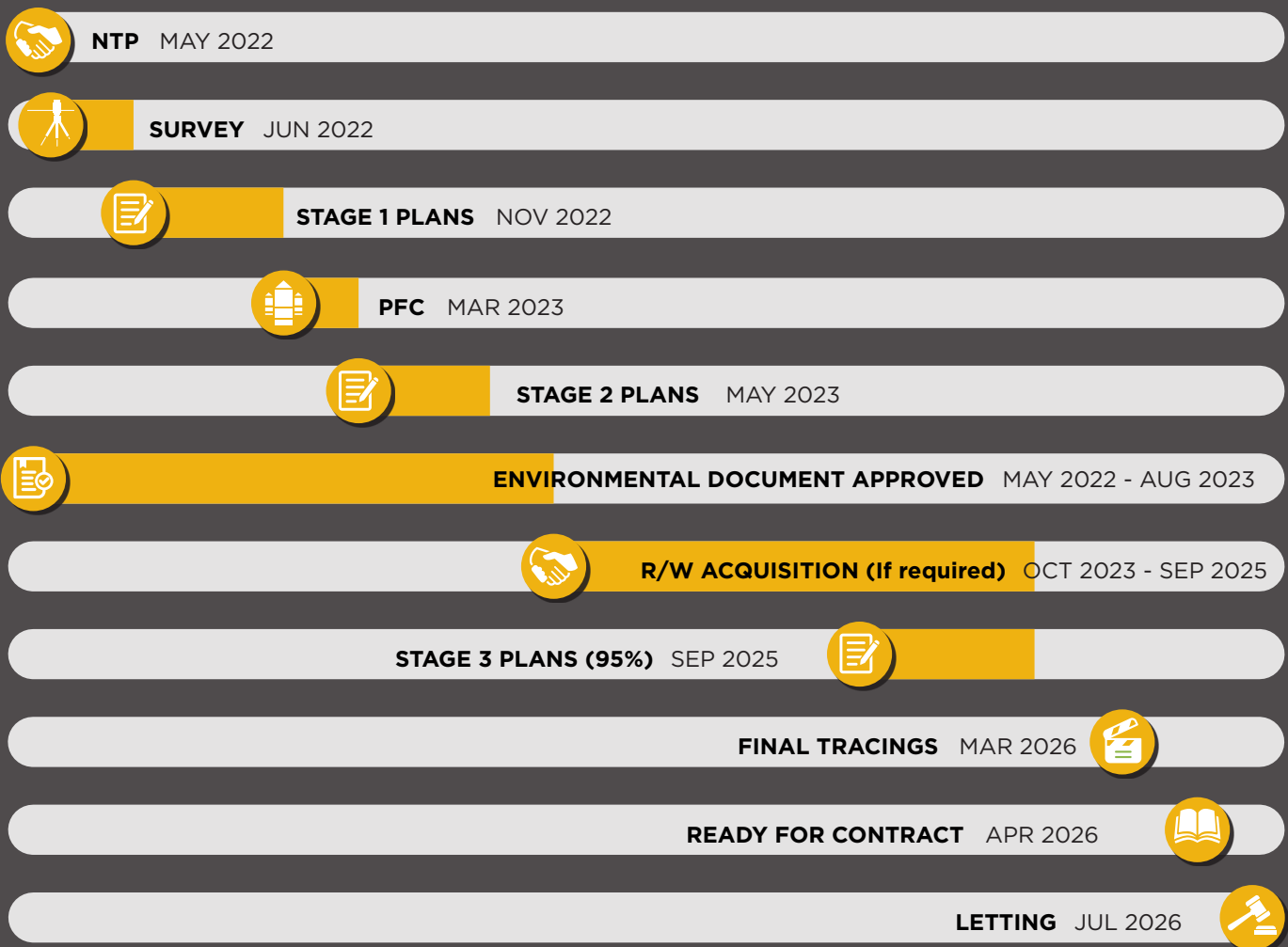
**AIRPORT EAST PROPERTY LINE
EXTENDS PAST BENDIX DRIVE'S CENTER
LINE.**

Environmental

Challenges	Solutions
Section 106	The project proposes work types for which Section 106 approval may be issued under the Minor Projects Programmatic Agreement (MPPA). MPPA applicability will expedite completion of the NEPA documentation.
Section 4(f)	No Section 4(f) properties were noted in the project area. No impacts are anticipated.
Stream and Water Quality Impacts	Implementation of INDOT Standard Specifications is anticipated to adequately address water quality concerns. Impacts requiring mitigation are not anticipated.
Wetlands	NWI-mapped wetlands were noted near the project area. A Waters of the U.S. Reports will be prepared to document the presence of wetlands. Impacts requiring mitigation are not anticipated.
Floodplains/ Floodways	No floodplain areas were noted within the project area. No impacts are anticipated.
Threatened and Endangered Species	DLZ will conduct programmatic consultation for bat species of concern using the on-line USFWS IPaC system, which streamlines the consultation process. “No Effect” determinations, or “May Affect, Not Likely to Adversely Affect” determinations are anticipated. If trees are removed/trimmed, a seasonal tree clearing restriction is expected (trees may not be removed from April 1 through September 30).
Hazardous Materials Sites	A leaking underground storage tank (LUST)/Institutional Controls site that is encumbered with an Environmental Restrictive Covenant (ERC) is located in the southwest quadrant of the Bendix Drive/Voorde Drive intersection. One other LUST site is located on the west side of Bendix Drive, approximately 1,500 feet south of Lathrop Street. Review of IDEM Virtual File Cabinet (VFC) records indicates contamination at the LUST/Institutional Controls site is limited to the rear (west side) of the parcel, and that a No Further Action (NFA) determination has been issued for the remaining LUST site. No impacts are anticipated.

Schedule

From MACOG's funding website, DLZ understands that this project is scheduled for July 8, 2026 letting. In order to meet this schedule, the Project will need to be proactively managed for not only design, but more importantly, for the non-design elements such as utility coordination and R/W activities. Our average INDOT schedule score in 2021 was a 1.2, representing an average submittal between 7 and 15 days ahead of the established schedule. This is indicative of DLZ's ability to manage projects and make project milestone submissions ahead of schedule.





PROJECT MANAGER

Anthony Glenn, PE

Tony's project experience with City of South Bend projects and direct experience as lead designer of the previous Bendix phase, makes him the ideal project manager to make this a successful project for the City!

Tony's 15 years of experience includes being a lead engineer and project manager for various urban roadway design projects. His experience with these projects includes roadway, storm sewer, signal and signing, maintenance of traffic plans and right of way engineering. Tony has been directly involved in numerous City of South Bend projects as outlined below. Tony's experience with the Bendix Road Phase 1 project gives him the perfect background to lead this project as the phases are very similar. Tony was often the DLZ field representative when Contractor questions arose during Phase 1 and design support was needed.

- Bendix Drive - Road Reconstruction, South Bend, Indiana.
- Northern Indiana Commuter District: South Bend Airport Realignment, South Bend, Indiana.
- Washington Street Improvement Project, South Bend, Indiana.
- Colfax Avenue Two-Way Conversion, South Bend, Indiana.
- Tucker Drive, South Bend, Indiana.
- Olive Street and Sample Street, St. Joseph County, Indiana.
- Douglas Road Relocation, South Bend, Indiana.
- Michigan Street "S" Curve, South Bend, Indiana.

COMMUNICATION PLAN





PROJECT MANAGER
Anthony Glenn, PE

QUALITY
MANAGER
Ryan Carrington,
PE, LEED AP

PRINCIPAL IN
CHARGE
Laurie D.
Johnson, PE

ENVIRONMENTAL | 5.2
Jason Stone
Daniel Stevens

SURVEYING/RIGHT OF WAY
ENGINEERING | 6.1, 11.1
Steven Jones, PS, CFedS
Aaron Springer, PS

GEOTECHNICAL ENGINEERING
SERVICES | 7.1
Timothy Hampshire, PE
K & S Engineers, Inc. (DBE)

ROADWAY | 8.1
Paul Foster
Michael Prescott, EI
Mathieu Doyle, PE
Michael Geiger, EI

PM FOR ACQUISITION (If Required)
| 12.1
Qasim Asghar

TITLE RESEARCH | 12.2
Courtland Title & Escrow (DBE)

APPRAISALS (If Required) | 12.4
Vale Appraisal Group

VALUE ANALYSIS & APPRAISALS
REVIEW (If Required) | 12.3, 12.5
Rita Ann Gabriel & Associates (DBE)

NEGOTIATION (If Required) | 12.6
Qasim Asghar

UTILITY COORDINATION | 16.1
Hannah Whisler

RAILROAD COORDINATION (If
Required)
Wyatt Bower, LS
Hannah Whisler

TEAM PARTICIPATION

DLZ | 92% | 5.2, 6.1, 8.1, 11.1, 12.1, 12.2, 12.6, 16.1
K & S Engineers, Inc. (DBE) | 4% | 7.1
Courtland Title & Escrow (DBE) | 1% | 12.2

Vale Appraisal Group | 1% | 12.4
Rita Ann Gabriel & Associates (DBE) | 2% | 12.3, 12.5

A team built for success.



Ryan Carrington, PE, LEED AP
Quality Manager
19 YEARS EXPERIENCE

- Bendix Drive Reconstruction, South Bend.
- US 33 Realignment, Goshen
- Douglas Road, Ivy Road to SR 23, St. Joseph County
- Silhavy Road, LaPorte Avenue to Evans Avenue, Valparaiso
- Kercher Road, Dierdorff Road to US 33, Goshen

Jason Stone
Environmental Services
29 YEARS EXPERIENCE

- Bendix Drive Reconstruction, South Bend.
- Bridge Rehabilitation, SR 933 over St. Joseph River in South Bend.
- Olive Street and Sample Street, South Bend, Indiana.
- US-31/Adams Road Interchange, South Bend, Indiana.

Paul Foster
Senior Technical Advisor
40 YEARS EXPERIENCE

- 12th Street Improvement Project from Dodge Street to Campbell Street, Mishawaka, Indiana.
- Washington Street and LaPorte Avenue Intersection Improvement, South Bend, Indiana.
- Bendix Drive Reconstruction, South Bend.
- Olive Street/Sample Street Overpass Reconstruction, South Bend, Indiana.

Hannah Whisler
Utility Coordination
5 YEARS EXPERIENCE

- I-69 Section 5 Design Services, INDOT.
- SR 258 Intersection Sight Distance Project, Seymour District, INDOT.
- US 35 over Conrail, LaPorte County, Indiana.
- Bendix Drive Reconstruction, South Bend.
- Douglas Road, Ivy to SR 23, St. Joseph County, Indiana.

Project Experience



BENDIX DRIVE ROAD DIET
SOUTH BEND, INDIANA



TAYLOR ROAD RECONSTRUCTION
COLUMBUS, INDIANA



KERCHEM ROAD RECONSTRUCTION
GOSHEN, INDIANA



12TH STREET AND HARRISON ROAD
MISHAWAKA, INDIANA



OLIVE/SAMPLE ROAD AND BRIDGE
SOUTH BEND, INDIANA



DOUGLAS ROAD REALIGNMENT FEASIBILITY
STUDY AND DESIGN, ST. JOSEPH COUNTY

KEY ELEMENTS

- Road Diet/3 Lane Roadway
- Sidewalk/Trail
- Storm Sewer
- Right of Way
- Survey

Request for Proposal Number: _____
RFP Item Description: City of South Bend - Bendix Drive Road Diet

Affirmative Action Certification (AAC) for Disadvantaged Business Enterprises (DBE)

I hereby certify that my company intends to affirmatively seek out and consider Disadvantaged Business Enterprises (DBEs) certified by the State of Indiana’s DBE Program and the Kentucky Transportation Cabinet (KYTC) DBE Program to participate as part of this proposal. An Agreement between INDOT and KYTC established reciprocal acceptance of certification of DBE firms in their respective states under the Unified Certification Program (UCP) pursuant to 49 CFR §26.81(e) and (f).

I acknowledge that this certification is to be made an integral part of this proposal. I understand and agree that the submission of a blank certification may cause the proposal to be rejected. I certify that I have consulted the following DBE websites to confirm that the firms listed below are currently certified DBEs:

INDOT: <https://entapps.indot.in.gov/DBELocator/>

KYTC: <https://transportation.ky.gov/Civil-Rights-and-Small-Business-Development/Pages/Certified-DBE-Directory.aspx>

I certify that I have contacted the certified DBEs listed below, and if my company becomes the CONSULTANT, these DBEs have tentatively agreed to perform the services as indicated. I understand that neither my company nor I will be penalized for DBE utilization that exceeds the goal. After contract award, any change to the firms listed in this Affirmative Action Certification to be applied toward the DBE goal must have prior approval by INDOT’s Economic Opportunity Division.

I. DBE Subconsultants to be applied toward DBE goal for the RFP item:

Certified DBE Name	Service Planned	Estimated Percentage to be Paid*	
K&S Engineers, Inc.	7.1	4	%
Courtland Title & Escrow, Inc.	12.1	1	%
Rita Ann Gabriel & Associates, Inc.	12.5	2	%
			%

II. DBE Subconsultants to be utilized beyond the advertised DBE goal for the RFP item:

Certified DBE Name	Service Planned	Estimated Percentage to be Paid*	
			%
			%
			%
			%

Estimated Total Percentage Credited toward DBE Goal: 7%

Estimated Percentage of Voluntary DBE Work Anticipated over DBE Goal: 0%

Company Name: DLZ Indiana, LLC

Signature: *Laurie D. Johnson* Date: 2/21/2022

*It is understood that these individual firm percentages are estimates only and that percentages paid may be greater or less as a result of negotiation of the contract scope of work. My company will use good faith efforts to meet the overall DBE goal through the use of these or other certified and approved DBE firms.

Indiana DBE Certification Program


In accordance with 49 CFR Part 26 as published in the code of federal regulations, the Indiana Department of Transportation acknowledges

K & S Engineers, Inc.


as a certified DBE in the State of Indiana.

Date Issued:10/15/2012

No Change Affidavit Due:10/31/2022



Elizabeth Kiefner Crawford, Director
Economic Opportunity Division



Derrick Casson, Certification Manager
Economic Opportunity Division

(Reference the Indiana Department of Transportation's DBE Public Search at <http://www.in.gov/2674.htm> for the most current information regarding this certification)



Indiana DBE Certification Program

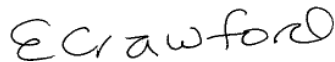
In accordance with 49 CFR Part 26 as published in the code of federal regulations, the Indiana Department of Transportation acknowledges

Courtland Title & Escrow, Inc.

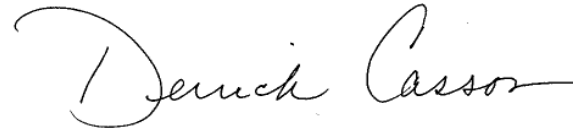
as a certified DBE in the State of Indiana.

Date Issued:01/26/2017

No Change Affidavit Due:11/30/2021



Elizabeth Kiefner Crawford, Director
Economic Opportunity Division



Derrick Casson, Certification Manager
Economic Opportunity Division

(Reference the Indiana Department of Transportation's DBE Public Search at <http://www.in.gov/2674.htm> for the most current information regarding this certification)



Indiana DBE Certification Program

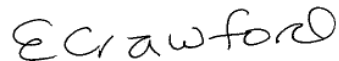
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Rita Ann Gabriel & Associates, Inc.

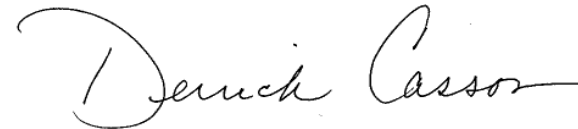
as a certified DBE in the State of Indiana.

Date Issued: 10/20/2015

No Change Affidavit Due: 10/31/2022



Elizabeth Kiefner Crawford, Director
Economic Opportunity Division



Derrick Casson, Certification Manager
Economic Opportunity Division

(Reference the Indiana Department of Transportation's DBE Public Search at <http://www.in.gov/2674.htm> for the most current information regarding this certification)



**BOARD OF PUBLIC WORKS
AGENDA ITEM REVIEW REQUEST FORM**

Date	February 11, 2022	Department	PW
Name	Leslie Biek, PE	Phone Extension	9323
BPW Date	February 22, 2022		

Review and Approval Required Prior to Submittal to Board

Diversity Compliance and Inclusion Officer	<input type="checkbox"/>	Officer Name	_____
BPW Attorney	<input type="checkbox"/>	Attorney Name	_____
Dept. Attorney	<input type="checkbox"/>	Attorney Name	_____
Purchasing	<input type="checkbox"/>		_____

Check the Appropriate Item Type – Required for All Submissions

<input type="checkbox"/> Professional Services Agreement	<input type="checkbox"/> Contract	<input type="checkbox"/> Proposal	
<input type="checkbox"/> Open Market Contract	<input type="checkbox"/> Amendment/Addendum	<input type="checkbox"/> Special Purchase, QPA	
<input type="checkbox"/> Bid Opening	<input type="checkbox"/> Bid Award	<input type="checkbox"/> Req. to Advertise	<input type="checkbox"/> Title Sheet
<input type="checkbox"/> Quote Opening	<input type="checkbox"/> Quote Award	<input type="checkbox"/> Reject Bids/Quotes	
<input checked="" type="checkbox"/> Proposal Opening	<input type="checkbox"/> C/O & PCA No. _____	<input type="checkbox"/> PCA	
<input type="checkbox"/> Chg. Order, No.	<input type="checkbox"/> Traffic Control	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Other: _____		<input type="checkbox"/> Ease./Encroach	

Required Information

Company or Vendor Name	_____		
New Vendor	<input type="checkbox"/> Yes	<input type="checkbox"/> If Yes, Approved by Purchasing	
	<input type="checkbox"/> No		
MBE/WBE Contractor	<input type="checkbox"/> MBE	Completed E-Verify Form Attached	<input type="checkbox"/> Yes
	<input type="checkbox"/> WBE		<input type="checkbox"/> No
Project Name	Bendix Improvements Ph 2- Lathrop to Voorde		
Project Number	121-047		
Funding Source	_____		
Account No.	_____		
Amount	_____		
Terms of Contract	_____		
Purpose/Description	Receipt of proposals for design of this project. This is a federally funded LPA project following INDOT's RFP guidelines. Once a consultant has been selected, a contract will be drafted and will be approved by BPW at a later date.		

For Change Orders Only

Amount of	<input type="checkbox"/>	Increase	\$	_____
	<input type="checkbox"/>	Decrease	(\$ _____)	_____
Previous Amount			\$	_____
		Increase		_____ %
Current Percent of Change:		Decrease		_____ (%)
New Amount			\$	_____
		Increase		_____ %
Total Percent of Change:		Decrease		_____ (%)
Time Extension Amount:				_____
New Completion Date:				_____