

1316 COUNTY-CITY BUILDING
227 W. JEFFERSON BOULEVARD
SOUTH BEND, INDIANA 46601-1830



PHONE 574/235-9251
FAX 574/235-9171

CITY OF SOUTH BEND JAMES MUELLER, MAYOR
BOARD OF PUBLIC WORKS

October 14, 2025

Mr. Owen Yeadon
United Consulting
8440 Allison Pointe Blvd., Suite 200
Indianapolis, IN 46250
Owen.yeadon@ucindy.com

RE: Change Order No. 1 and 2- Safe Roads to School- Our Lady of Hungary- Project No. 122-007

Dear Mr. Owen Yeadon:

At its October 14, 2025 meeting, the Board of Public Works approved the above referenced Change Orders be increased by \$62,718.08 and extended 287 Days, bringing the revised contract amount to \$787,638.08.

Enclosed is a copy of the Change Order for your records.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,

/s/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures
HH

1316 COUNTY-CITY BUILDING
227 W. JEFFERSON BOULEVARD
SOUTH BEND, INDIANA 46601-1830



PHONE 574/235-9251
FAX 574/235-9171

CITY OF SOUTH BEND JAMES MUELLER, MAYOR
BOARD OF PUBLIC WORKS

October 14, 2025

Ms. Breanne Freese
INDOT LaPorte District
315 East Boyd Boulevard
LaPorte, IN 46350
bfreese@indot.in.gov

RE: Change Order No. 1 and 2- Safe Roads to School- Our Lady of Hungary- Project
No. 122-007

Dear Mr. Owen Yeadon:

At its October 14, 2025 meeting, the Board of Public Works approved the above referenced Change Orders be increased by \$62,718.08 and extended 287 Days, bringing the revised contract amount to \$787,638.08.

Enclosed is a copy of the Change Order for your records.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,

/s/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures
HH



INTER-OFFICE MEMORANDUM

DEPARTMENT OF PUBLIC WORKS

TO: Board of Public Works
FROM: Gemma Stanton, Project Engineer
SUBJECT: Change Order #1 and #2
SRTS Our Lady of Hungary
DATE: 10/6/2025

Attached are Change Orders 1 and 2 for the SRTS Our Lady of Hungary project.

Original Contract amount:	\$724,920
Previously approved change orders:	/
Current Change Amount	\$62,718.08
Percent Increase Including Requested:	8.651%
New Contract Amount:	\$787,638.08
Total Time Extension	287 Days

Change order #1 is for overruns/underruns on the project. The City is responsible for 20% of this change.

Increase Amount:	\$28,781.56 Total (\$5,756.32 Local)
Total Percent Increase:	3.970%
Revised Contract Amount	\$753,701.59

Change order #2 is for adding curb ramps to the project at the City's request. This change is non-participating and funded 100% by the City.

Increase Amount:	\$33,936.52 Total (All Local funds)
Total Percent Increase:	4.681%
Revised Contract Amount:	\$787,638.08
Current Time Extension	287 Days

As this is a federal aid project, INDOT is responsible for the construction contract with Rieth Riley. INDOT will invoice the City the amount of the local share once approved.

It is requested the Board of Public Works approve Change Orders 1 and 2 for SRTS Our Lady of Hungary for a total increase of \$62,718.08 (Local share of \$39,692.84) which is a total increase of 8.651% to the contract price bringing the new contract price to \$787,638.08.

Thank you for your consideration of this request.

INDIANA Department of Transportation
Construction Change Order and Time Extension Summary

Contract Information

Contract No.: R -44114	Letting Date:03/13/2024		
District:LAPORTE DISTRICT	AE:Hauersperger, Steven	PE/S:Rodgers, Braun	Status:Draft

Change Order Information

Change Order No.: 001	EWA: N or Force Acct: N
Date Generated: 07/11/2025	Date Approved: 00/00/0000
Reason Code: FINAL QUANTITY ADJUSTMENT	

Description: Overrun/Underrun Change Order for PO Request

Original Contract Amount	\$ 724,920.03	
Current Change Order Amount	\$ 28,781.56	Percent: 3.970 %
Total Previous Approved Changes	\$ 0.00	Percent: 0.000 %
Total Change To-Date	\$ 28,781.56	Percent: 3.970 %
Modified Contract Amount	\$ 753,701.59	

Time Extension Information

Date Initiated 00/00/0000	Date Completed 00/00/0000
---------------------------	---------------------------

Original Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SP Date 00/00/0000 or SP Days
	(SS = Standard Specification, SP = Special Provision)

Time Element Description:

Current Time Extension	SS Days 0 SP Days 0	SP Days Value \$ 0.00
------------------------	---------------------	-----------------------

Previous Time Approved	SS Days by AE:_____ DCE:_____ SCE:_____ DDCM:_____
	SS Days_____ SP Days Value \$ _____

Revised Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SS Date 00/00/0000 or SP Days 0

INDIANA Department of Transportation
Construction Change Order and Time Extension Summary

Review and Approval Information

Required Approval Authority AE: _____ DCE: _____ SCE: _____ * DDCM: _____ *
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K -) (-- LE \$ 2 M --) (-- GT \$ 2 M --)
(Days per Contract) (50 SS days) (100 SS days) (200 SS Days) (GT 200 SS days)

Verbal Approval Required? Y / N If Y, by _____ Date Issued _____

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager _____

Scope/Design Recommendation Y / N If Y, Referred to Project Manager(PM) _____
Required?

Date to PM _____ Date Returned _____

Approval Authority Concurs with PM? Y / N If Y, Concurrence by _____ Date _____

If N, Resolution: Approved _____ Disapproved _____

Resolved by _____ Date _____

LPA Signatures Required? Y / N If Y, Date to LPA _____ Date Returned _____

FHWA Signatures Required? Y / N If Y, Date to FHWA _____ Date Returned _____

* Field Engineer Recommendation (Required for SCE or DDCM Approval)

Field Engineer _____ Date _____

Comments: _____

Contract No:R -44114

INDIANA

Date:08/15/2025

Change Order No:001

Department of Transportation

Page: 3

Contract: R -44114
 Project: 2100025 - State:2100025
 Change Order Nbr: 001
 Change Order Description: Overrun/Underrun Change Order for PO Request
 Reason Code: FINAL QUANTITY ADJUSTMENT

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change
0010	2100025	0010	202-02278	LFT	25.330	196.400	C	Amount:\$ 4,974.81
Item Description: CURB, CONCRETE, REMOVE								
Supplemental Description1:								
Supplemental Description2:								
0012	2100025	0012	202-52710	SYS	29.550	226.140	C	Amount:\$ 6,682.43
Item Description: SIDEWALK CONCRETE, REMOVE								
Supplemental Description1:								
Supplemental Description2:								
0025	2100025	0025	604-06070	SYS	65.690	222.910	C	Amount:\$ 14,642.95
Item Description: SIDEWALK, CONCRETE								
Supplemental Description1:								
Supplemental Description2:								
0028	2100025	0028	605-06120	LFT	56.510	43.910	C	Amount:\$ 2,481.35
Item Description: CURB, CONCRETE								
Supplemental Description1:								
Supplemental Description2:								

Total Value for Change Order 001 = \$ 28,781.56

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.

General or Standard Change Order Explanation

A final quantity adjustment is required for the final PO request. The following items are adjusted to account for the project overrun. CLN:0010 Curb, Concrete, Remove The project plans specified the removal of 734 linear feet (LFT) of curb concrete. However, due to field conditions, the Contractor was required to remove more curb than originally anticipated. Cracking occurred in the designated cut areas, causing sections of the curb to break apart during removal. As a result, an additional 196.4 LFT of curb concrete was removed beyond the planned quantity. Please refer to the progressive report for supporting field measurements. CLN:0012 Sidewalk Concrete, Remove The contract included 2,118 square yards (SYS) of concrete removal. During removal operations, the Contractor encountered areas where additional sidewalk concrete needed to be removed to ensure proper tie-ins. Prior to the walk-through, extra sidewalk replacement was completed along Kendall St., Calvert St., and Chapin St. due to existing site conditions and the proximity to Our Lady of Hungary School. These factors resulted in an overrun of 226.14 SYS. Field measurements documenting this overrun can be found in the Site Manager templates. CLN:0025 Sidewalk, Concrete The contract included 2,068 square yards (SYS) of sidewalk concrete. However, due to the need to remove additional sidewalk panels to ensure proper tie-ins, as well as the addition of sidewalk along Kendall Street, Calvert Street, and Chapin Street to address existing conditions, an overrun of 43.91 SYS occurred. Please refer to the Site Manager templates for the corresponding field measurements. CLN:0028 Curb, Concrete The contract included 787 linear feet (LFT) of concrete curb. However, due to the removal of additional curb necessitated by existing field conditions, as well as the installation of a return curb on Calvert Street to enhance pedestrian safety and prevent erosion of the adjacent homeowners yard, an overrun of 236.4 LFT occurred. Please refer to the progressive report for supporting field measurements. A time extension is not required for this change order. The INDOT PM has been notified accordingly.

General or Standard Change Order Explanation

A contract time adjustment is not required for this change.

Change Order Explanation for Specific Line Item

It is the intent of the parties that this change order is full and complete compensation for the work describe above.

Notification and consent to this change order is hereby acknowledged.

Contract No:R -44114

INDIANA

Date:08/15/2025

Change Order No:001

Department of Transportation

Page: 4

Contractor: Ritch-Riley Construction

Signed By:

Garrett VanParys - Project Manager

Date: 9-11-25

NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.

APPROVED FOR LOCAL PUBLIC AGENCY

(SIGNATURE)

(TITLE)

(DATE)

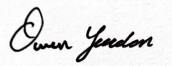
(SIGNATURE)

(TITLE)

(DATE)

SUBMITTED FOR CONSIDERATION

PE/S



APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level	Name of Approver	Date	Status
----------------	------------------	------	--------

**CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS**



Elizabeth A. Maradik, President



Gary A. Gilot, Member



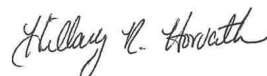
Murray L. Miller, Member



Joseph R. Molnar, Vice President



Breana Micou, Member



Attest: Hillary R. Horvath, Clerk

Date: October 14, 2025

INDIANA Department of Transportation
Construction Change Order and Time Extension Summary

Contract Information

Contract No.: R -44114	Letting Date:03/13/2024		
District:LAPORTE DISTRICT	AE:Hauersperger, Steven	PE/S:Rodgers, Braun	Status:Draft

Change Order Information

Change Order No.: 002	EWA: Y or Force Acct: N
Date Generated: 00/00/0000	Date Approved: 00/00/0000

Reason Code: SCOPE CHANGES, Added Quantities/Items

Description: Non-Participating Sidewalk and Curb Ramps

Original Contract Amount	\$ 724,920.03	
Current Change Order Amount	\$ 33,936.52	Percent: 4.681 %
Total Previous Approved Changes	\$ 0.00	Percent: 0.000 %
Total Change To-Date	\$ 33,936.52	Percent: 4.681 %
Modified Contract Amount	\$ 758,856.55	

Time Extension Information

Date Initiated 00/00/0000	Date Completed 00/00/0000
---------------------------	---------------------------

Original Contract Time	SS Completion Date 10/31/2024 or SS Calendar/Work Days 0
	SP Date 00/00/0000 or SP Days
	(SS = Standard Specification, SP = Special Provision)

Time Element Description:

Current Time Extension	SS Days 0 SP Days 287	SP Days Value \$ 0.00
------------------------	-----------------------	-----------------------

Previous Time Approved	SS Days by AE:_____ DCE:_____ SCE:_____ DDCM:_____
	SS Days_____ SP Days Value \$ _____

Revised Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SS Date 00/00/0000 or SP Days 0

INDIANA Department of Transportation
Construction Change Order and Time Extension Summary

Review and Approval Information

Required Approval Authority AE: _____ DCE: _____ SCE: _____ * DDCM: _____ *
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K -) (-- LE \$ 2 M --) (-- GT \$ 2 M --)
(Days per Contract) (50 SS days) (100 SS days) (200 SS Days) (GT 200 SS days)

Verbal Approval Required? Y / N If Y, by _____ Date Issued _____

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager _____

Scope/Design Recommendation Y / N If Y, Referred to Project Manager(PM) _____
Required?

Date to PM _____ Date Returned _____

Approval Authority Concurs with PM? Y / N If Y, Concurrence by _____ Date _____

If N,Resolution: Approved _____ Disapproved _____

Resolved by _____ Date _____

LPA Signatures Required? Y / N If Y, Date to LPA _____ Date Returned _____

FHWA Signatures Required? Y / N If Y, Date to FHWA _____ Date Returned _____

* Field Engineer Recommendation (Required for SCE or DDCM Approval)

Field Engineer _____ Date _____

Comments: _____

Change Order No:002

INDIANA

Department of Transportation

Date:08/19/2025

Page: 3

Contract: R -44114

Project: 2100025 - State:2100025

Change Order Nbr: 002

Change Order Description: Non-Participating Sidewalk and Curb Ramps

Reason Code: SCOPE CHANGES, Added Quantities/Items

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change	
0045	2100025	0045	202-02278	LFT	25.330	73.000	C	Amount:\$	1,849.09
Item Description: CURB CONCRETE REMOVE									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0046	2100025	0046	202-52710	SYS	29.550	37.220	C	Amount:\$	1,099.85
Item Description: SIDEWALK CONCRETE REMOVE									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0047	2100025	0047	306-08034	SYS	21.990	31.300	C	Amount:\$	688.28
Item Description: MILLING ASPHALT 1 1/2 IN									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0048	2100025	0048	304-12626	TON	731.250	2.000	C	Amount:\$	1,462.50
Item Description: HMA PATCHING PARTIAL DEPTH TYPE C									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0049	2100025	0049	604-06070	SYS	65.690	14.940	C	Amount:\$	981.40
Item Description: SIDEWALK CONCRETE									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0050	2100025	0050	604-12083	SYS	166.990	4.440	C	Amount:\$	741.43
Item Description: DETECTABLE WARNING SURFACES									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0051	2100025	0051	604-08086	SYS	206.170	22.220	C	Amount:\$	4,581.09
Item Description: CURB RAMP CONCRETE									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0052	2100025	0052	605-06120	LFT	56.510	73.000	C	Amount:\$	4,125.23
Item Description: CURB CONCRETE									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0053	2100025	0053	621-06570	CYS	438.600	3.100	C	Amount:\$	1,359.66
Item Description: TOPSOIL									
Supplemental Description1: , NONPARTICIPATING									
Supplemental Description2:									
0054	2100025	0054	202-52710	SYS	29.550	179.000	C	Amount:\$	5,289.45
Item Description: SIDEWALK CONCRETE REMOVE									
Supplemental Description1: , NONPARTICIPATING									

Contract No:R -44114
Change Order No:002

INDIANA
Department of Transportation

Date:08/19/2025
Page: 4

Supplemental Description2:

0055 2100025 0055 604-06070 SYS 65.690 179.000 C Amount:\$ 11,758.51

Item Description: SIDEWALK CONCRETE

Supplemental Description1: , NONPARTICIPATING

Supplemental Description2:

Total Value for Change Order 002 = \$ 33,936.51

Contract Completion Date Time Adjustment

Original Completion dt: 10/31/2024 Adj compl dt 05/23/2025 Adj No. of Days 204

Explanation:

Milestone Time Adjustment

MileStone Nbr: 02

Milestone Description: INTERMEDIATE COMPLETION DATE

Original Completion dt: 08/09/2024 Adj compl dt 05/23/2025 Adj No. of Days 287

Explanation:

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.

General or Standard Change Order Explanation

While developing the final plans for letting, the City of South Bend omitted sidewalk replacements at 310/726/730/808 Calvert Street. After letting, the City of South Bend requested that sidewalk replacements be added back to the Contract using a non-participating change order. INDOT and Michiana Area Council of Governments (Local MPO) approved adding the work to the Contract. Additionally, the NEPA document included the sidewalk replacements at these locations. The existing pay item unit prices were used to establish new non-participating pay items. The field measured quantities were used for the item quantity. New curb ramps were installed on the northwest and southeast corners of Catalpa Street and Donald Street (Plan Sheet 17). The plans did not include new curb ramps on the northeast and southwest corners of the intersection. At the prefinal inspection, a safety concern was noted as the new curb ramps lead to curb reveals and deteriorated sidewalk. This conditions presented a tripping hazard and does not allow for ADA compliant access through the intersection. The Contractor was directed to add new curb ramps at the northeast and southwest corners of Catalpa Street and Donald Street. INDOT and the City of South Bend agreed to add this work using a non-participating change order. The existing pay item unit prices were used to establish new non-participating pay items. The field measured quantities were used for the item quantity. The INDOT PM has been notified accordingly. The completion dates must be revised for the additional curb ramps added at the prefinal inspection. The prefinal inspected was held on December 3, 2024. Due to temperatures, the curb ramps could not be replaced until March 24, 2025. The HMA patching at the ramps was completed once the HMA plants reopened on May 23, 2025. The intermediate completion date is revised to May 23, 2025. The Contract completion date is revised to May 23, 2025.

General or Standard Change Order Explanation

A contract time adjustment is required for this change and has been addressed herein.

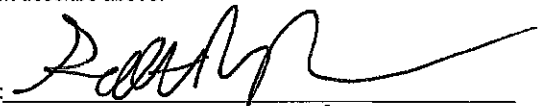
Change Order Explanation for Specific Line Item

It is the intent of the parties that this change order is full and complete compensation for the work describe above.

Notification and consent to this change order is hereby acknowledged.

Contractor: Rieth-Riley Construction

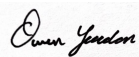
Date: 9/14/25

Signed By: 
Garrett VanParys - Project Manager

NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.

APPROVED FOR LOCAL PUBLIC AGENCY_____
(SIGNATURE)_____
(TITLE)_____
(DATE)_____
(SIGNATURE)_____
(TITLE)_____
(DATE)*****
SUBMITTED FOR CONSIDERATION

PE/S

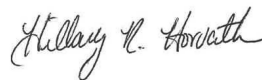
*****
APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level

Name of Approver

Date

Status

**CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS**_____
Elizabeth A. Maradik, President_____
Joseph R. Molnar, Vice President_____
Gary A. Gilot, Member_____
Breana Micou, Member_____
Murray L. Miller, Member_____
Attest: Hillary R. Horvath, ClerkDate: October 14, 2025

Braun Rodgers

From: Gemma Stanton <gstanton@southbendin.gov>
Sent: Friday, September 6, 2024 1:43 PM
To: Braun Rodgers
Subject: RE: FW: DES#2100025 SRTS Our Lady Non-Participating CO
Attachments: Des 2100025_Approved PCE_10.13.2023.pdf; Des 2100025_PCE Commitments.xls

Hi Braun,

The attached PCE document has the plans with a limited number of properties affected, but the project description on page 2 states: "Project termini will extend east and west along Calvert St from Main St to Kemble Ave. Project termini will also extend north and south between Calvert St and Ewing Blvd along the following road segments: Taylor St, Kendall St, Chapin St, and Catalpa St. Total construction lengths along the project roadways will be 0.61 mile along Calvert St and 0.26 mile each along Catalpa St, Chapin St, Kendall St, and Taylor St. Land use in the vicinity of the project area is residential with nearby commercial properties."

That's a much larger area we could walk and add sections to.

Let me know what you think.

Thanks!



Gemma Stanton (she/her)
Project Engineer, Division of Engineering
Department of Public Works
(574) 235-9083
gstanton@southbendin.gov
City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

Plan appropriately to meet upcoming winter deadlines. Review times for private developments range from 1-2 weeks. Foundation and building permits cannot be released until all Engineering requirements are met.

From: Krueckeberg, John <JKrueckeberg@indot.IN.gov>
Sent: Monday, August 26, 2024 5:28 PM
To: Caitlin Stevens <cstevens@macog.com>; Gemma Stanton <gstanton@southbendin.gov>
Cc: Braun Rodgers <Braun.Rodgers@ucindy.com>
Subject: RE: FW: DES#2100025 SRTS Our Lady Non-Participating CO

I believe this area was in the original project application and is covered by the NEPA document.

Gemma,

Please confirm that this is the case. If so, I don't believe INDOT would have any reason to object.

Respectfully,

John Krueckeberg, PMP
Senior Project Manager

315 East Boyd Boulevard
LaPorte, IN 46350
Office: (219) 325-7520
Cell: (260) 348-1303
Email: jkrueckeberg@indot.in.gov
[Call Me on TEAMS](#)
[Chat/Message Me in TEAMS](#)
[Find us on social media!](#)



From: Caitlin Stevens <cstevens@macog.com>
Sent: Monday, August 26, 2024 8:24 AM
To: Gemma Stanton <gstanton@southbendin.gov>
Cc: Braun Rodgers <Braun.Rodgers@ucindy.com>; Krueckeberg, John <JKrueckeberg@indot.IN.gov>
Subject: Re: FW: DES#2100025 SRTS Our Lady Non-Participating CO

**** This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. ****

Hi Gemma,

Apologies for the delay - MACOG would approve of the scope being added back in, assuming there is concurrence with INDOT.

Thanks,

Caitlin Stevens
Director of Transportation

Michiana Area Council of Governments
227 W. Jefferson Boulevard
11th Floor County-City Building
South Bend, IN 46601

www.macog.com
P: 574.287.1829 ext. 501
F: 574.239.4072
cstevens@macog.com
Follow [MACOG](#) on Facebook

On Fri, Aug 16, 2024 at 4:43 PM Gemma Stanton <gstanton@southbendin.gov> wrote:

Hi Caitlin,

See below my original inquiry to Braun regarding a non-participating CO for this project. There are a few areas which I believe are covered under the original PCE but were removed from the project to stay on budget. The City has funds to cover these without a match from MACOG.

Let me know if you think we can change order in these locations, or if you have more questions.

Thanks!



Gemma Stanton (she/her)

Project Engineer, Division of Engineering
Department of Public Works

(574) 235-9083

gstanton@southbendin.gov

City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

From: Braun Rodgers <Braun.Rodgers@ucindy.com>
Sent: Friday, August 2, 2024 2:58 PM
To: Gemma Stanton <gstanton@southbendin.gov>
Subject: RE: DES#2100025 SRTS Our Lady Non-Participating CO

Gemma,

I have been coordinating with INDOT on the added work. John Krueckeberg (INDOT PM) stated that we must get approval, in writing, from MACOG. The name Caitlin Stevens was given but no contact information provided. Have you worked with this contact before or have an email address for them? Thanks for your time!

Thanks,

Braun Rodgers, PE

Field Operations Manager

O: 317-895-2585 **C:** 812-677-0674

E: braun.rodgers@ucindy.com

8440 Allison Pointe Blvd., Ste.
200

Indianapolis, IN 46250

www.ucindy.com



From: Gemma Stanton <gstanton@southbendin.gov>
Sent: Tuesday, July 23, 2024 10:56 AM
To: Braun Rodgers <Braun.Rodgers@ucindy.com>
Subject: DES#2100025 SRTS Our Lady Non-Participating CO

Hi Braun,

As I mentioned in the pre-con, we came in under budget by around \$200,000 in the letting for this project and I have been trying to find locations that were previously cut from the project that could be added back in with a non-participating change order. The final Note to File only contained the sidewalks and curb ramps in the final design, but the PCE was approved with a few locations that ended up getting cut from the project.

Here are those locations:

- 808 W Calvert St -- west side along Chapin
- 301 W Calvert
- 730 W Calvert, 726 W Calvert

Could you find out if we can change order these spots in? Also, if there are any other ways you can think of to increase the impact of this project while staying within INDOT rules please let me know 😊

Looking forward to your thoughts.

Thanks,



Gemma Stanton (she/her) *Upcoming out of office dates 8/5–8/12*

Project Engineer, Division of Engineering
Department of Public Works

(574) 235-9083

gstanton@southbendin.gov

City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CAUTION: This email originated from outside of the City of South Bend's network. Do not click links or open attachments unless you validate the sender and know the content is safe. Please report any suspicious emails to the CyberSecurity team by clicking the Phish Alert Button in Outlook.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Braun Rodgers

From: Braun Rodgers
Sent: Tuesday, September 24, 2024 2:49 PM
To: Gemma Stanton
Cc: Owen Yeadon
Subject: RE: FW: DES#2100025 SRTS Our Lady Non-Participating CO

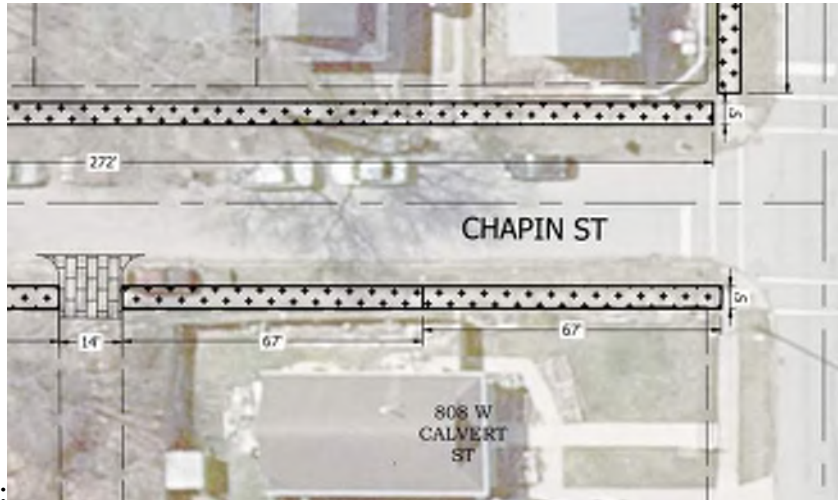
Gemma,

Field measured 322.2ft x 5ft total for 179 SYS of removal and replacement
Removal = 179SYS x \$29.55 = \$5,289.45
Replacement = 179 SYS x \$65.69 = \$11,758.51

I had a meeting our environmental team to review the NEPA document. Since the project map and write ups are very detailed on the locations (Example NEPA PDF Page 16-19, 77-79, 85-88), they stated that we would not be able to add work outside of the shown locations. I compared the NEPA plans to the Contract plans for the addresses you provided. See below. We can still add 180 SYS of sidewalk for an estimated cost of \$18,000.

If you would like, I can reach out to the designer to get their thoughts on adding work outside the shown NEPA locations.

808 W Calvert St -- west side along Chapin – 134ft x 5ft sidewalk added

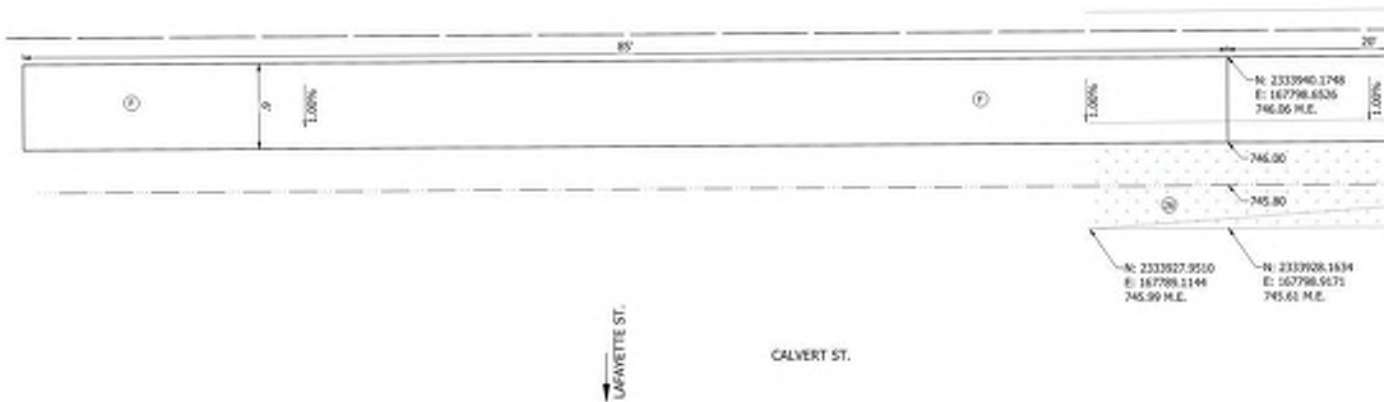




PLANS:

301 W Calvert – The NEPA plans match the our plans.

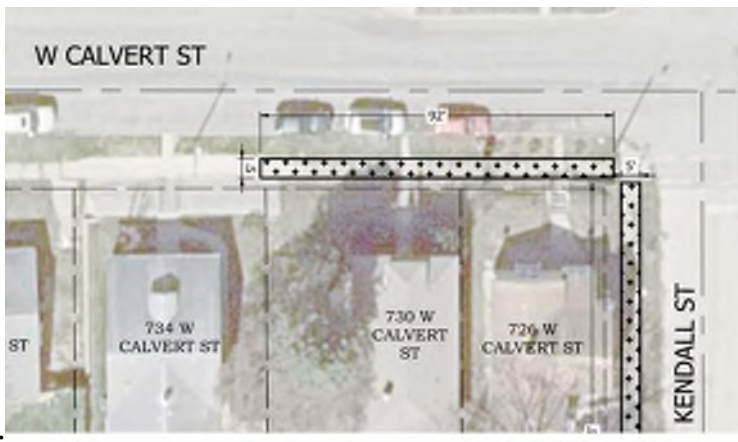
NEPA:



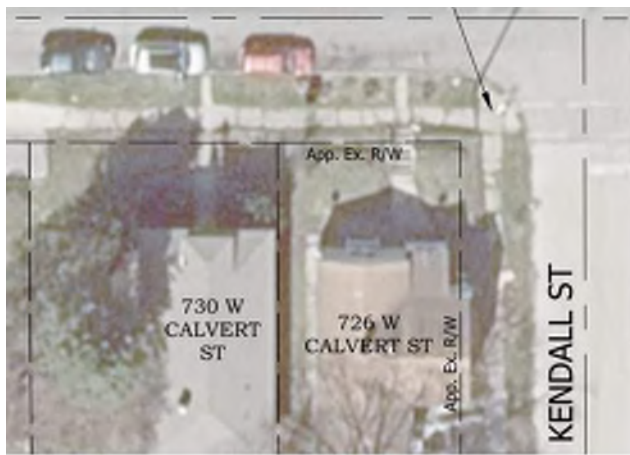
PLANS:



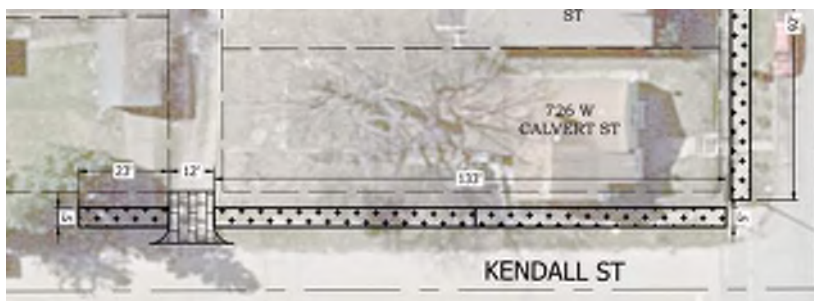
730 W Calvert, 726 W Calvert – 92ft x 5ft added on Calvert AND 98ft x 5ft added on Kendall



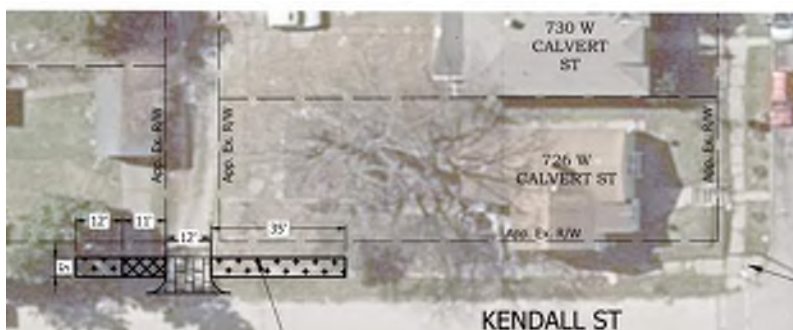
NEPA:



PLANS:



NEPA:



PLANS:

Thanks,

Braun Rodgers, PE

Field Operations Manager

O: 317-895-2585 **C:** 812-677-0674

E: braun.rodgers@ucindy.com

8440 Allison Pointe Blvd., Ste. 200
Indianapolis, IN 46250

www.ucindy.com



From: Gemma Stanton <gstanton@southbendin.gov>
Sent: Friday, September 6, 2024 1:43 PM
To: Braun Rodgers <Braun.Rodgers@ucindy.com>
Subject: RE: FW: DES#2100025 SRTS Our Lady Non-Participating CO

Hi Braun,

The attached PCE document has the plans with a limited number of properties affected, but the project description on page 2 states: "Project termini will extend east and west along Calvert St from Main St to Kemble Ave. Project termini will also extend north and south between Calvert St and Ewing Blvd along the following road segments: Taylor St, Kendall St, Chapin St, and Catalpa St. Total construction lengths along the project roadways will be 0.61 mile along Calvert St and 0.26 mile each along Catalpa St, Chapin St, Kendall St, and Taylor St. Land use in the vicinity of the project area is residential with nearby commercial properties."

That's a much larger area we could walk and add sections to.

Let me know what you think.

Thanks!



Gemma Stanton (she/her)
Project Engineer, Division of Engineering
Department of Public Works
(574) 235-9083
gstanton@southbendin.gov
City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

Plan appropriately to meet upcoming winter deadlines. Review times for private developments range from 1-2 weeks. Foundation and building permits cannot be released until all Engineering requirements are met.

From: Krueckeberg, John <JKrueckeberg@indot.IN.gov>
Sent: Monday, August 26, 2024 5:28 PM
To: Caitlin Stevens <cstevens@macog.com>; Gemma Stanton <gstanton@southbendin.gov>

Cc: Braun Rodgers <Braun.Rodgers@ucindy.com>

Subject: RE: FW: DES#2100025 SRTS Our Lady Non-Participating CO

I believe this area was in the original project application and is covered by the NEPA document.

Gemma,

Please confirm that this is the case. If so, I don't believe INDOT would have any reason to object.

Respectfully,

John Krueckeberg, PMP

Senior Project Manager

315 East Boyd Boulevard

LaPorte, IN 46350

Office: (219) 325-7520

Cell: (260) 348-1303

Email: jkrueckeberg@indot.in.gov

[Call Me on TEAMS](#)

[Chat/Message Me in TEAMS](#)

[Find us on social media!](#)



From: Caitlin Stevens <cstevens@macog.com>

Sent: Monday, August 26, 2024 8:24 AM

To: Gemma Stanton <gstanton@southbend.in.gov>

Cc: Braun Rodgers <Braun.Rodgers@ucindy.com>; Krueckeberg, John <JKrueckeberg@indot.IN.gov>

Subject: Re: FW: DES#2100025 SRTS Our Lady Non-Participating CO

**** This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. ****

Hi Gemma,

Apologies for the delay - MACOG would approve of the scope being added back in, assuming there is concurrence with INDOT.

Thanks,

Caitlin Stevens

Director of Transportation

Michiana Area Council of Governments

227 W. Jefferson Boulevard

11th Floor County-City Building

South Bend, IN 46601

www.macog.com

P: 574.287.1829 ext. 501

F: 574.239.4072

cstevens@macog.com

Follow [MACOG](#) on Facebook

On Fri, Aug 16, 2024 at 4:43 PM Gemma Stanton <gstanton@southbendin.gov> wrote:

Hi Caitlin,

See below my original inquiry to Braun regarding a non-participating CO for this project. There are a few areas which I believe are covered under the original PCE but were removed from the project to stay on budget. The City has funds to cover these without a match from MACOG.

Let me know if you think we can change order in these locations, or if you have more questions.

Thanks!



Gemma Stanton (she/her)

Project Engineer, Division of Engineering
Department of Public Works

(574) 235-9083

gstanton@southbendin.gov

City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

From: Braun Rodgers <Braun.Rodgers@ucindy.com>

Sent: Friday, August 2, 2024 2:58 PM

To: Gemma Stanton <gstanton@southbendin.gov>

Subject: RE: DES#2100025 SRTS Our Lady Non-Participating CO

Gemma,

I have been coordinating with INDOT on the added work. John Krueckeberg (INDOT PM) stated that we must get approval, in writing, from MACOG. The name Caitlin Stevens was given but no contact information provided. Have you worked with this contact before or have an email address for them? Thanks for your time!

Thanks,

Braun Rodgers, PE

Field Operations Manager

O: 317-895-2585 **C:** 812-677-0674

E: braun.rodgers@ucindy.com

8440 Allison Pointe Blvd., Ste.
200

Indianapolis, IN 46250

www.ucindy.com



From: Gemma Stanton <gstanton@southbendin.gov>
Sent: Tuesday, July 23, 2024 10:56 AM
To: Braun Rodgers <Braun.Rodgers@ucindy.com>
Subject: DES#2100025 SRTS Our Lady Non-Participating CO

Hi Braun,

As I mentioned in the pre-con, we came in under budget by around \$200,000 in the letting for this project and I have been trying to find locations that were previously cut from the project that could be added back in with a non-participating change order. The final Note to File only contained the sidewalks and curb ramps in the final design, but the PCE was approved with a few locations that ended up getting cut from the project.

Here are those locations:

- 808 W Calvert St -- west side along Chapin
- 301 W Calvert
- 730 W Calvert, 726 W Calvert

Could you find out if we can change order these spots in? Also, if there are any other ways you can think of to increase the impact of this project while staying within INDOT rules please let me know 😊

Looking forward to your thoughts.

Thanks,



Gemma Stanton (she/her) *Upcoming out of office dates 8/5–8/12*

Project Engineer, Division of Engineering
Department of Public Works

(574) 235-9083

gstanton@southbendin.gov

City of South Bend
227 W. Jefferson Blvd., Ste. 1316
South Bend, IN 46601

Excellence | Accountability | Innovation | Inclusion | Empowerment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CAUTION: This email originated from outside of the City of South Bend's network. Do not click links or open attachments unless you validate the sender and know the content is safe. Please report any suspicious emails to the CyberSecurity team by clicking the Phish Alert Button in Outlook.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Meeting Minutes

8440 Allison Pointe Blvd., Suite 200, Indianapolis, IN 46250 (317) 895-2585

December 3, 2024

Gemma Stanton
Project Engineer
City of South Bend
227 W. Jefferson Blvd.,
South Bend, IN 46601

RE: R-44114 South Bend Safe Routes
Pre-Final Inspection Meeting Minutes

Dear Mrs. Stanton,

A pre-final inspection was held on December 3, 2024. The following people were in attendance:

- | | |
|-----------------------|--------------------|
| • Gemma Stanton | City of South Bend |
| • Steven Hauersperger | INDOT |
| • Owen Yeadon | United |
| • Braun Rodgers | United |
| • Blake Gribben | United |
| • Garret VanParys | Reith-Riley |

The minutes follow the agenda handed out during the meeting.

Construction Cost

Bid Amount: \$724,920.03

Estimated Final Construction Cost: \$764,000 (Pending final quantity agreement)

Overrun: Approx \$20k overrun of bid items for additional removal and replacement of curb and sidewalk, Approx \$20k of non-participating sidewalk replacement at 808, 730, 726, and 301 W Calvert

Open Discussion

Pay Estimates – Will require PO request. Pending final quantity agreement.

Change Orders – Non-Participating Added Sidewalk, Overrun justification for final participating PO request

- Mrs. Stanton requested one change order for both the participating and non-participating items.

Material Records Needed: HMA Patching Cert, Tack Cert, DWS Buy America

Timeline

Current Intermediate Completion: August 9, 2024

Actual Intermediate Completion: August 9, 2024

Final Completion Date: October 31, 2024

Non-participating sidewalk change order work completed on November 7, 2024.

Liquidated Damages: None

Punch List

1. 78 LFT of curb to be added at the back of sidewalk on Calvert Street from the intersection of Kendall Street to 730 Calvert Street
2. Rework and regrade the green strip at the added sidewalk areas
3. Add two curb ramps (NE and SW) at the intersection of Catalpa Street and Donald Street. Only two ramps were replaced at the intersection causing a safety concern.
4. Add soil to back of walk at 678 Calvert Street
5. Remove RCAs and "No Parking Signs"

Time Allowed to Complete Punch List

Contractor's Punch List Start Date: Due to added concrete work and current winter temperatures, the punch list will be completed in spring 2025.

General Discussion

Mrs. Stanton asked that areas where the sidewalk concrete may have interfered with existing tree roots be inspected in the spring to ensure the trees were not damaged.

Mr. Hauersperger stated that the job board must remain in place until all work is complete.

Mr. Hauersperger stated that the completion date must be revised by change order. The change order shall be worded that additional work was added during the pre-final inspection.

The estimated cost of the added curb on Calvert Street and two curb ramps at Catalpa Street and Donald Street follows:

R-44114 South Bend Safe Routes Pre-Final Added Work			
Item	Quantity	Cost	Total
Curb, Concrete, Remove	58	\$25.33/LFT	\$1,469.14
Curb, Concrete	136	\$56.51/LFT	\$7,685.36
Sidewalk, Concrete, Remove	36.11	\$29.55/SYS	\$1,067.05
Sidewalk, Concrete	13.89	\$65.69/SYS	\$912.43
Curb Ramp, Concrete	22.22	\$206.17/SYS	\$4,581.09
Topsoil (Estimate)	3.1	\$438.6/CYS	\$1,359.76
Detectable Warning Surfaces	4.4	\$166.99/SYS	\$734.66
HMA Patching, Partial Depth, Type C (Estimate)	2.6	\$731.25/Ton	\$1,910.38
Milling, Asphalt (Estimate)	31.3	\$21.99/SYS	\$688.29
Comments: Sodding excluded, seed curb areas.			\$20,408.16

Mr. Rodgers noted that a spring and fall tree inspection will be performed. Final inspection and final acceptance will occur in the spring. Mr. Hauersperger agreed. The FCR will be submitted prior to the fall trees inspection.

The above minutes reflect our understanding of the discussions and decisions made at this meeting. If you have any questions, additions, or comments, please contact our office at your convenience.

Sincerely,
UNITED CONSULTING



Owen Yeadon

Construction Manager

c: All Attendees



Northeast



Southwest

BOARD OF PUBLIC WORKS AGENDA ITEM REVIEW REQUEST FORM

Date	<u>10/6/2025</u>		
Name	<u>Gemma Stanton</u>	Department	<u>PW</u>
BPW Date	<u>10/14/2025</u>	Phone Extension	9083

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"/> Quote Opening	<input type="checkbox"/> Quote Award	<input type="checkbox"/> Reject Bids/Quotes
<input type="checkbox"/> Proposal Opening	<input type="checkbox"/> C/O & PCA No. _____	<input type="checkbox"/> PCA
<input checked="" type="checkbox"/> Chg. Order, No. <u>1-2</u>	<input type="checkbox"/> Traffic Control	<input type="checkbox"/> Resolution
<input type="checkbox"/> Other:		<input type="checkbox"/> Ease./Encroach
		<input type="checkbox"/> Title Sheet

Required Information

Company or Vendor Name	INDOT (Contractor is Rieth Riley)		
New Vendor	<input type="checkbox"/> Yes <input type="checkbox"/> If Yes, Approved by Purchasing		
	<input checked="" type="checkbox"/> No		
MBE/WBE Contractor	<input type="checkbox"/> MBE <input type="checkbox"/> WBE	Completed E-Verify Form Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No
Project Name	SRTS Our Lady of Hungary		
Project Number	122-007 DES 2100025		
Funding Source	MVH		
Account No.	PO-29045		
Amount	\$787,638.08		
Terms of Contract			
Purpose/Description	See attached memo.		

For Change Orders Only

Amount of	<input type="checkbox"/>	Increase	See attached memo
	<input type="checkbox"/>	Decrease	(\$)
Previous Amount		\$	
		Increase	%
Current Percent of Change:		Decrease	(%)
New Amount		\$	
		Increase	13.5%
Total Percent of Change:		Decrease	(%)
Time Extension Amount:			
New Completion Date:			