

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
February 21, 2019 – 10:30 a.m.**



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

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**AGENDA REVIEW SESSION**

**1. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**

- A. Agreement – South Bend Heritage Foundation
  - 1. Description: Building Inclusion Financial Wellness Coaching
  - 2. Amount: \$15,000 Grant/NTE \$15,000 City Match
  - 3. Funding: DCI Professional Services (211.1001.460.31.06)

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**REGULAR MEETING**

**1. REVIEW OF MINUTES**

- A. Agenda Review, Regular Meeting, and Claims Review Meeting of February 7, February 12, and February 19, 2019

**2. PUBLIC HEARING**

- A. New Massage Establishment License
  - 1. Company: New You Oasis LLC
  - 2. Location: 910 E. Ireland Road, Suite A
  - 3. Favorable Recommendations

**3. AWARD BIDS AND APPROVE CONTRACTS**

- A. Mishawaka Ave. Traffic Signals at Fire Station No. 9 – Project No. 117-120A
  - 1. Company: Pemberton Davis Electric, Inc.
  - 2. Amount: NTE \$171,285.37; Divisions A and B
  - 3. Funding: LRSA Traffic Signal Maintenance/EMS Capital (251.0608.431.36.67/287.0902.422.02)
- B. 2019 Trucking of Belt Pressed Biosolids for Land Application
  - 1. Company: Trucks R Us, Inc.
  - 2. Amount: \$114.00 Per Truck/Per Hour
  - 3. Funding: Organic Resources, Contractual Services Other (641.0631.793.63.35)
- C. North Station Well No. 1 Replacement – Project No. 117-031R
  - 1. Company: Peerless Midwest, Inc.
  - 2. Amount: \$532,763
  - 3. Funding: Water Works (622.0640.661.31.02)

**4. AWARD QUOTATIONS AND APPROVE CONTRACTS**

- A. Code Enforcement Office Improvements – Project No. 018-019
  - 1. Company: Brown and Brown General Contractors, Inc.
  - 2. Amount: \$4,776
  - 3. Funding: Code Enforcement Capital (600.1201.415.39.89)
- B. Century Center Site Signs – Project No. 118-035B

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1. Company: Burkhart Sign Systems
2. Amount: \$149,430
3. Funding: Hotel/Motel Tax (7304.42010.000.0099)

**5. CHANGE ORDERS**

- A. Light Up South Bend – Riverside Lighting – Project No. 118-011A
  1. Company: Martell Electric, LLC
  2. Change Order No.: 2 (Final)
  3. Increase Amount: \$7,961.20
  4. Percent of Increase: 8.36%
  5. Total Percent of Change: 16.31%
  6. Revised Contract Amount: \$103,189.20
  7. Funding: COIT (404.0602.431.31.06)
- B. Fire Station No. 9 – Project No. 116-012
  1. Company: Ziolkowski Construction, Inc.
  2. Change Order No.: 4
  3. Decrease Amount: (\$22,757)
  4. Percent of Decrease: (0.62%)
  5. Total Percent of Change: 1.04%
  6. Revised Contract Amount: \$3,645,102
  7. Funding: Fire Station No. 9 Capital (451.0901.422.42.02)

**6. PROJECT COMPLETION AFFIDAVITS**

- A. Century Center Kitchen Door Installation – Project No. 118-036B
  1. Company: Larson Danielson Construction Co., Inc.
  2. Final Contract Amount: \$17,975.11
  3. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- B. Bowman Creek Improvements – Project No. 118-017
  1. Company: Selge Construction Co., Inc.
  2. Final Contract Amount: \$98,240
  3. Funding: Sewer Contractual (641.0621.792.63.35)
- C. Morris Theater Mezzanine Handrails – Project No. 118-081
  1. Company: Larson-Danielson Construction Co., Inc.
  2. Final Contract Amount: \$23,525
  3. Funding: MPAC Capital (101.0404.453.36.01)

**7. REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS**

- A. 2019 Street and Sewer Department Materials – Project No. 119-008
  1. Funding: Streets, Curb & Sidewalks, Sewer Concrete, Sewer Insurance, Water Works, VPA

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- B. Tech Resource Center – Project No. 118-090
  - 1. Funding: RWDA TIF (324.1050.460.42.02)
- C. Sale of City Owned Property
  - 1. Location: 1143 E. Corby Blvd.
- D. 2019 Venues, Parks and Arts Cemetery Mowing
  - 1. Funding: VPA Maintenance (201.1101.452.39.89)
- E. Century Center Upgrades and Renovations – Project No. 118-104A
  - 1. Title Sheet
  - 2. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- F. Main and Jefferson Earthwork – Project No. 119-022
  - 1. Title Sheet
  - 2. Funding: RWDA TIF (324.1050.460.42.01)

**8. REQUEST TO ADVERTISE FOR PROPOSALS**

- A. 2019 Lawn Maintenance and Mentorship Program
  - 1. Funding: VPA Maintenance (201.1101.452.39.89)

**9. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**

- A. Agreement – Habitat for Humanity of St. Joseph County, Inc.
  - 1. Description: Development Subsidy to Rehab Foreclosed Property at 1217 Miner St. to be sold to Low-Moderate Income Buyer
  - 2. Amount: \$51,347
  - 3. Funding: NSP3 (212.1001.460.39.30)
- B. Eighth Addendum to Agreement – Urban Enterprise Association of South Bend, Inc.
  - 1. Description: Additional Funding for West Side Main Streets Matching Grant Program
  - 2. Amount: \$200,000; New Total \$1,121,000
  - 3. Funding: COIT (404.1001.460.39.30)
- C. Agreement – Neighborhood Resources & Technical Services Corp. d/b/a Neighborhood Resources Connection
  - 1. Description: Neighborhood Programs and Services Support
  - 2. Amount: NTE \$100,000
  - 3. Funding: Neighborhood Organization Support (408.1001.460.39.30)
- D. Agreement for Goods and Services – The Dugout Sporting Goods
  - 1. Description: Partner for Purchase of Branded Clothing and Accessories
  - 2. Amount: Price per Item
  - 3. Funding: Various Departmental Funding
- E. Agreement – Roberts Environmental Services, LLC

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- 1. Description: Authorize Entry upon Public Property for Drilling Purposes and Revocable Permit for Environmental Remediation Purposes
- 2. Location: 3502 W. Sample St.
- F. Professional Services Agreement – Jacob Burnett
  - 1. Description: IT Project Portfolio Management
  - 2. Amount: \$20,000
  - 3. Funding: IT Professional Services (404.0672.415.31.06)
- G. Memorandum of Understanding – United Way of St. Joseph County
  - 1. Description: Neighborhood Programs and Services
  - 2. Amount: NTE \$25,000
  - 3. Funding: EDIT (408.1101.460.31.06)
- H. Open Market Contract – Ritschard Bros., Inc.
  - 1. Description: Unity Gardens Learning Center Site Improvements – Project No. 117-050R
  - 2. Amount: \$69,160
  - 3. Funding: RWDA TIF (324.1050.460.42.01)
- I. Professional Services Agreement – Lawson-Fisher Associates, P.C.
  - 1. Description: 2019 FERC Safety Surveillance and Monitoring Report for South Bend Dam
  - 2. Amount: \$3,300
  - 3. Funding: LRSA (251.0608.431.42.96)

**10. LICENSES AND PERMITS**

- A. Licenses
  - 1. Type: Massage Establishment
    - a) Applicant: Sai Shakti Massage and Healing
      - (1) Location: 115 N. William Street
      - (2) Favorable Recommendations
    - b) Applicant: New You Oasis, LLC
      - (1) Location: 910 E. Ireland Road, Suite A
      - (2) Favorable Recommendations
- B. Triple Trailer Permit
  - 1. Applicant: XPO Logistics
  - 2. Location: 1530 S. Olive Street
  - 3. Favorable Recommendations

**11. TRAFFIC CONTROL DEVICES**

- A. New Installation and Removal – BMV Guide Signs

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1. Description: Remove Existing BMV Guide Sign at 702 N. Michigan and Install Two (2) New BMV Guide Signs at Intersection of S. Michigan St. and E. Ireland Rd.
2. All criteria has been met

**12. RATIFY BONDS**

A. Occupancy Bonds

1. Christman Construction, LLC, Approved effective February 8, 2019

**13. CLAIMS**

**14. PRIVILEGE OF THE FLOOR**

**15. 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.**