

**CITY OF SOUTH BEND  
BOARD OF PUBLIC WORKS  
AGENDA REVIEW SESSION  
March 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. Revised Amendment No. 1 – Indiana Housing and Community Development Authority
    - 1. Description: Extension of Original Agreement to December 31, 2019 to Identify and Control Lead Hazards in Eligible Housing Units
    - 2. Amount: \$143,906; Paid to City
    - 3. Funding: CDBG Disaster Recovery Federal Funding through IHEDA
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**REGULAR MEETING**

**1. REVIEW OF MINUTES**

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

**2. PUBLIC HEARING**

- A. New Massage Establishment Licenses
  - 1. Chinese Massage Spa
    - a) Location: 2614 S. Michigan Street
    - b) Favorable Recommendations
  - 2. Southside Massage Retreat
    - a) Location: 401 E. Colfax Avenue, Suite 181
    - b) Favorable Recommendations

**3. OPENING OF BIDS**

- A. Century Center Upgrades and Renovation – Project No. 118-104A
  - 1. Funding: Hotel/Motel Tax (7304.42010.000.0099)
- B. 2019 Street and Sewer Department Materials – Project No. 119-008
  - 1. Funding: Streets, Curb & Sidewalk, Sewer Concrete, Sewer Ins., Water Works, Parks (202.0607.431.22.24/.30/.40; 23.02/.03/.20/.40;39.89; 641.0621.792.22.24/23.02/.03/.04; 202.0619.431.23.03/.24; 641.0625.792.22.24/23.04; 640.0620.811.22.24/23.24; 620.0640.606.23.30; 201.1101.452.39.89)
- C. Technology Resource Center – Project No. 118-090
  - 1. Funding: RWDA TIF (324.1050.460.42.02)
- D. Main and Jefferson Earthwork – Project No. 119-022
  - 1. Funding: RWDA TIF (324.1050.460.42.01); Stuebaker/Oliver Grants (209.327.1001.469.31.06)
- E. Sale of City Owned Property
  - 1. Location: 1143 E Corby Blvd.

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**4. OPENING OF PROPOSALS**

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

**5. OPENING OF QUOTATIONS**

- A. Howard Park Ice Skates and Sharpener
  - 1. Funding: Insurance Fund, Cumulative Capital (226.0419.672.22.23/407.1101.452.42.01)

**6. AWARD BIDS AND APPROVE CONTRACTS**

- A. Three Twenty at the Cascade - Exterior Insulation and Finish System – Project No. 118-074B - R
  - 1. Company: Skyline Plastering, Inc.
  - 2. Amount: \$561,500; Base Bid plus Alternate No. 3
  - 3. Funding: REDA TIF (429.1050.460.42.02)
- B. Extend Award of One (1) or More, 2018 or Newer Emergency Medical Vehicles
  - 1. Company: Horton Emergency Vehicles
  - 2. Amount: \$259,760
  - 3. Description: Extend Bid Award of September 25, 2018 for Additional Vehicle for Fire Department
  - 4. Funding: Fire Department Capital (287.0902.421.43.02)

**7. REJECT BIDS**

- A. Three Twenty at the Cascade - Composite Wall Panels – Project No. 118-074C
  - 1. Reason: Sole Bid Non-Responsive
  - 2. Funding: REDA TIF (429.1050.460.42.02)

**8. AWARD QUOTATIONS AND APPROVE CONTRACTS**

- A. 2019 Venues, Parks and Arts Cemetery Mowing
  - 1. Company: Michiana's Four Seasons Landscaping
  - 2. Amount: \$43,180; Base Quote plus Alternate No. 1
  - 3. Funding: VPA Maintenance (201.1101.452.39.89)
- B. Lot 12 US 31 Industrial Park - Landscape Work – Project No. 119-029
  - 1. Company: Fuerbringer Landscaping and Design, Inc.
  - 2. Amount: \$52,110
  - 3. Funding: RWDA TIF (324.1050.460.42.01)
- C. Century Center Site Improvements – Project No. 118-101
  - 1. Company: Acorn Landscaping LLC
  - 2. Amount: \$131,069.02; Base Quote Only
  - 3. Funding: Hotel/Motel Tax (7304.42010.000.0099)

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**9. CHANGE ORDERS**

- A. Miami Street Basin Drainage Improvements – Project No. 116-082C
  - 1. Company: HRP Construction, Inc.
  - 2. Change Order No.: 1
  - 3. Increase Amount: \$8,780; Additional One-Hundred, Thirty-Nine (139) Days
  - 4. Percent of Increase: 1.78%
  - 5. Revised Contract Amount: \$501,780
  - 6. Revised Contract Completion Date: May 12, 2019
  - 7. Funding: SSDA TIF (430.1050.460.42.01)
- B. Erskine Clubhouse Renovation – Project No. 116-108
  - 1. Company: Ziolkowski Construction, Inc.
  - 2. Change Order No.: 10
  - 3. Increase Amount: \$14,689
  - 4. Percent of Increase: 1.36%
  - 5. Total Percent of Change: 20.35%
  - 6. Revised Contract Amount: \$1,091,531
  - 7. Funding: VPA Capital (201.1101.452.42.01)

**10. PROJECT COMPLETION AFFIDAVITS**

- A. Edison Production Well #2A Rehabilitation – Project No. 118-103
  - 1. Company: Peerless-Midwest, Inc.
  - 2. Final Contract Amount: \$63,140
  - 3. Funding: Water Works O&M (620.0640.602.31.06)
- B. Olive Production Well #6 Rehabilitation – Project No. 118-102
  - 1. Company: Peerless-Midwest, Inc.
  - 2. Final Contract Amount: \$63,237
  - 3. Funding: Water Works O&M (620.0640.602.31.06)

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

- A. Water Treatment Chemicals 2019-2020
  - 1. Funding: Various Operational Budgets
- B. One (1) or More, 2018 or Newer, Truck Mounted Automatic Pothole Patcher – Spec D
  - 1. Funding: Street Department Capital Lease (202.0607.431.38.01/.02)
- C. One (1) or More, 2019 or Newer, One-Ton Crew Cab Four Wheel Drive Pick-Up Truck – Spec E
  - 1. Funding: Sewer Department Capital (642.0621.415.43.02)
- D. Seventeen (17), More or Less, 2019 or Newer, Mid-Size Four Door Hybrid Sedan Automobiles – Spec H

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- 1. Funding: Police Department Capital Lease; Water Works and Fire Department Capital (101.0801.421.38.01/.02; 622.0640.415.43.02; 287.0902.422.43.02)
- E. One (1) or More, 2019 or Newer, 18,000lb. Four Wheel Drive Chassis with Custom Flat Bed – Spec I
  - 1. Funding: Street Department Capital Lease (202.0607.431.38.01/.02)
- F. Commerce Center-Architectural Precast Panels – Project No. 119-030
  - 1. Title Sheet
  - 2. Funding: REDA TIF (429.1050.460.42.02)

**12. RESOLUTIONS**

- A. No. 09-2019 – A Resolution of the South Bend Indiana Board of Public Works on Disposal of Unfit and/or Obsolete Property
  - 1. Description: Street Department 2001 New Holland LS 180 Skid Loader
- B. No. 10-2019 – A Resolution of the City of South Bend, Indiana Board of Public Works for the Disposal of Surplus Property
  - 1. Description: Retirement Gift of Firearm to Police Officer Ron Glon
- C. No. 11-2019 – A Resolution of the City of South Bend, Indiana Board of Public Works for the Disposal of Surplus Property
  - 1. Description: Posthumous Gift of Firearm to Father of Officer Donald Knabenshue

**13. AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA**

- A. Professional Services Agreement – La Casa de Amistad, Inc.
  - 1. Description: Event Marketing and Promotional Services to Support West Side Main Streets Initiative
  - 2. Amount: \$26,000
  - 3. Funding: COIT (404.1001.460.39.79)
- B. Contract – Rebuilding Together, St. Joseph County, Inc
  - 1. Description: Provide Home Repairs for Low-Moderate Income Owners in the Far West Side Neighborhood
  - 2. Amount: \$130,000
  - 3. Funding: CDBG (212.1001.460.39.30 )
- C. First Amendment to Actuarial Services Agreement – Cavanaugh Macdonald Consulting, LLC
  - 1. Description: Required Change in Actuarial Valuation of Old Police and Fire Pension Plan due to Inclusion of Asset Return Projections
  - 2. Amount: \$1,600; New Total \$8,000
  - 3. Funding: Police/Firefighters Pension Fund (701.0903.645.31.06/702.0803.645.31.06)
- D. Letter of Engagement – H.J. Umbaugh & Associates

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1. Description: Bond Continuing Disclosure Services for Outstanding Debt Issuances
  2. Amount: NTE \$15,000
  3. Funding: General Fund (101.0401.415.31.06)
- E. Proposal – Keramida, Inc.
1. Description: Organic Resources Facility Well Redevelopment, Groundwater Statistical Analysis and Technical Evaluation
  2. Amount: \$6,600
  3. Funding: Organic Resources Other Contractual (641.0631.793.63.35)
- F. Proposal – EnviroSolutions, Inc.
1. Description: Water Works 2019 Semiannual Groundwater Sampling and Reporting
  2. Amount: \$13,185
  3. Funding: Water Works Operating Fund (620.0640.602.31.06)
- G. Software Quote – MicroIntegration Holdings, LLC
1. Description: OneView Call Reporting and Analytics
  2. Amount: \$6,311.25
  3. Funding: IT Operating (279.0672.415.36.04)
- H. Service Agreement – Responder Biomedical Services, LLC
1. Description: Inspect and Service South Bend Police Department AED Units
  2. Amount: \$4,860
  3. Funding: Other Operational Supplies (101.0801.421.22.24)
- I. Amendment No. 1 to Professional Services Agreement – EPOCH Architecture + Planning
1. Description: Additional Architectural Design Services for Tech Resource Center Project
  2. Amount: \$13,000
  3. Funding: RWDA TIF (324.1050.460.42.02)
- J. Addendum to Contract – 1<sup>st</sup> Source Bank
1. Description: 2019 Banking Services Renewal from April 1, 2019 to March 31, 2021
- K. Special Purchase (Compatibility) – Word Systems, Inc.
1. Description: Compatible iRecord System Upgrade for the Police Department
  2. Amount: \$100,241.45; Total for Five (5) Years
  3. Funding: IT Leasing/Professional Services (279.0672.415.38.01/.02; 279.0672.415.31.06)
- L. Trade Agreement – Smith & Wesson
1. Description: Replace Existing South Bend Police Officer Duty Issued Guns with New Guns
- M. Special Purchase (Impairment of Functioning of Agency) – JG Uniforms

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- 1. Description: South Bend Police Department Ballistic Vest Outer Carriers due to Contract expiring in 2014
- 2. Amount: \$29,126.60
- 3. Funding: Operating Supplies/Uniforms (101.0801.421.22.05)
- N. Professional Services Agreement – Black and Veatch Corporation
  - 1. Description: Data Collection, Existing Model Updates, and Model Calibration for Water Treatment Improvements Sequencing Plan
  - 2. Amount: \$89,478
  - 3. Funding: Water Works Operations/Engineering (620.0640.658.31.02)
- O. Professional Services Agreement – Shive-Hattery
  - 1. Description: Pre-Design Study and Report for Fire Stations Nos. 3 and 6
  - 2. Amount: NTE \$6,750
  - 3. Funding: Capital Building Improvements (287.0902.422.42.02)
- P. Professional Services Agreement – DLZ Indiana, LLC
  - 1. Description: Engineering and Right-of-Way Services for Replacement of Douglas Road Lift Station
  - 2. Amount: \$108,800
  - 3. Funding: Douglas Road (DRDA) TIF (435.1050.460.31.02)
- Q. Dedicated Improvements Agreement – Matthews LLC
  - 1. Description: Ensure Proper Reconstruction of City Right-of-Way for Commerce Center
- R. Temporary Storm Sewer Access Agreement – Matthews LLC
  - 1. Description: Temporary Use of City Storm Sewer for Parking Lot Located at Madison Street near Niles Avenue for Commerce Center
- S. Special Purchase (Compatibility) – Stryker Medical
  - 1. Description: Replace Stair Chairs and Current Power-PRO Cots with Power-LOAD Cots Compatible with Ambulance Mechanical Loading
  - 2. Amount: \$262,978.56
  - 3. Funding: Equipment Purchases/Materials and Equipment (287.0902.422.43.10)
- T. Services Agreement – County Line Landfill Partnership (Republic)
  - 1. Description: Disposal of Special Waste
  - 2. Amount: 2019: \$30.28/Ton; 2020: \$31.19/Ton; 2021: \$32.13/Ton
  - 3. Funding: Waste Water Operations (641.0630.793.63.36)
- U. Professional Services Agreement – American Structurepoint, Inc.
  - 1. Description: Pinhook Water Treatment Plant Improvements
  - 2. Amount: NTE \$179,400
  - 3. Funding: Water Works Capital (622.0640.415.43.62)

**14. LICENSES AND PERMITS**

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- A. Licenses
    - 1. Type: Massage Establishment Renewal
      - a) Applicant: Top Oriental Massage
        - (1) Location: 421 N. Hickory Road
        - (2) Favorable Recommendations
      - b) Applicant: Rachael T. Massage and Essential Oils
        - (1) Location: 616 E. Colfax Avenue
        - (2) Favorable Recommendations
      - c) Applicant: South Bend Massage and Healing
        - (1) Location: 115 N. William Street
        - (2) Favorable Recommendations
  - B. Sidewalk Café
    - 1. Applicant: J and B Hideaway LLC d/b/a The Hideaway at The LaSalle
    - 2. Location: 237 N. Michigan St.
    - 3. Dates/Times: Sunday to Thursday; 4:00 p.m. to 12:00 a.m., Friday and Saturday; 1:00 p.m. to 12:00 a.m.
    - 4. Favorable Recommendations
  - C. Long Term Occupancy Permit
    - 1. Applicant: FA Wilhelm Construction Co.
    - 2. Project Location: Commerce Center, 401 East Colfax Ave.
    - 3. Dates: January 1, 2019 – April 1, 2020
- 15. TRAFFIC CONTROL DEVICES**
- A. New Installation – No Parking Any Time
    - 1. Location: Niles Avenue between LaSalle and Colfax
    - 2. All criteria has been met
- 16. INDUSTRIAL WASTEWATER DISCHARGE PERMITS**
- A. Company: Messer, LLC
    - 1. Description: Transfer of Ownership from Linde LLC to Messer LLC
    - 2. Location: 3809 W. Calvert Street
- 17. RATIFY BONDS**
- A. Excavation Bonds
    - 1. McConnell Excavating, LTD, Approved effective February 15, 2019
  - B. Occupancy Bonds
    - 1. McConnell Excavating, LTD, Approved effective February 15, 2019
    - 2. The Davey Tree Expert Company, Approved effective March 8, 2019
- 18. CLAIMS**

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**19. PRIVILEGE OF THE FLOOR**

**20. 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.**