

The Agenda Review Session of the Board of Public Works was convened at 10:30 a.m. on January 18, 2024, by Board President Elizabeth A. Maradik, Vice President Joseph Molnar, and Board Members Gary Gilot, Murray Miller, Briana Micou, and Board Attorney Michael Schmidt present. The Board of Public Works Clerk, Theresa Heffner, presented the Board with a proposed agenda of items presented by the public and by City Staff.

**AGENDA REVIEW SESSION ACTION ITEM**

APPROVAL OF LICENSE AND PERMIT APPLICATIONS

The following license and permit applications were presented for approval:

<b>Applicant</b>	<b>Description</b>	<b>Date/Time</b>	<b>Location</b>	<b>Motion Carried</b>
March for Life-South Bend	Street Closure for Special Event	January 19, 2024; 11:30 a.m. to 1:15 p.m.	Sidewalk from Knights of Columbus to Federal Courthouse	VP Molnar/ Mr. Miller

Board members discussed the following item(s) from the agenda.

AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

Assistant City Engineer Leslie Biek was present to discuss item 8.D: Wayfinding Sign Agreement with Indiana Department of Transportation (INDOT). She explained that it is nothing controversial, but it is not something that the City has done before. She noted that the City usually just goes to INDOT for right-of-way permits and they review them independently, but now we have an agreement with them to install new downtown wayfinding or directional signage so, we will just need to amend the agreement whenever we want to install new wayfinding or directional signage.

Attorney Schmidt advised that the City already has a contractor who is doing this work so we are going to make sure that the requirements in this contract are also met by the contractor who is doing the work for us.

TRAFFIC CONTROL DEVICES

Mr. Miller asked about item 10. B. New Installation of two (2) no parking right-arrow signs here to corner. He noted that there are a lot of locations all over the City that could probably use this type of signage; specifically, on Western Avenue where bump outs were installed. He added that cars park up to the intersection and it makes it hard to see around them.

Assistant City Engineer Biek advised that the City has an ordinance for no parking up to intersections, but it is a problem we continue to run into. She advised that she would look at Western Avenue. She explained that Engineering reviews the requests they get through 311 to try to address the issues, but they tend to linger because it is widespread throughout the City.

Mr. Gilot advised that traffic safety comes down to education and enforcement stating the City tries to do so much with signage, which is the most expensive of the three (3), and we do not do much with the enforcement side of things since the SBPD is a little light in the traffic division, but the education piece is crucial. Mr. Gilot stated it strikes him as a problem when you think about how many intersections where people have the opportunity to park too close and you think about the cost of installing “no parking here to corner” signs on every one (1) of those using the engineering solution instead of the education of residents solution.

Mr. Gilot argued a well-worded announcement going out to all the neighborhood associations to educate residents, and in the most egregious cases, we would go with the engineering approach and put signs up. He continued to note that signs are tax dollars and that adds up to a lot of money if we have to put a sign everywhere instead of teaching people through driver education to be smarter, be courteous, and be thoughtful.

Assistant City Engineer Biek advised that the traffic division at SBPD has been expanded, so they are starting to add more police officers to the field.

PROJECT COMPLETION AFFIDAVIT

Attorney Schmidt noted for the Board that item 3. A: Small Drainage Improvements at Beale St. & Chapin St. that the WBE goals were met, but they are a little under on the MBE goals due to trucking, but City Legal is waiting on some paperwork to confirm.

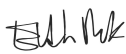
Contract Compliance Administrator, Darius Lipsey, advised that he spoke to Engineering on this and confirmed that there was not any more work and that their change in utilization was there.

PRIVILEGE OF THE FLOOR

ADJOURNMENT

There being no further business to come before the Board, President Maradik adjourned the meeting at 10:41 a.m.

CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS



Elizabeth A. Maradik, President



Joseph R. Molnar, Vice President



Gary A. Gilot, Member



Briana Micou, Member



Murray L. Miller, Member



Attest: Theresa M. Heffner, Clerk

Date: February 13, 2024

REGULAR MEETING

JANUARY 23, 2024

The Regular Meeting of the Board of Public Works was convened at 9:30 a.m. on Tuesday, January 23, 2024, by Board President Elizabeth A. Maradik in the 13<sup>th</sup> Floor Conference Room of the County-City Building, 227 W. Jefferson Blvd., South Bend, Indiana. The meeting was also streamed live to the public via Microsoft Teams. Board Clerk Theresa Heffner confirmed the presence of Board President Elizabeth A. Maradik, Vice President Joseph Molnar, and Board Members Gary Gilot (virtual), Murray Miller, Briana Micou, and Board Attorney Michael Schmidt, with a roll call. President Maradik reminded virtual attendees to mute their microphones and turn off their cameras when not speaking, and to save their questions and comments for the Privilege of the Floor.

APPROVE MINUTES OF PREVIOUS MEETING

Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the minutes for the Agenda Review Session and Regular Meetings of the Board held on January 4, and January 9, 2024, were approved.

AWARD BID AND APPROVE CONTRACT – LIBERTY TOWER TIF PROJECT - PARKING GARAGE – PROJECT NO. 123-054R (PR-00027141)

Mr. Zach Hurst, Engineering, advised the Board that on December 12, 2023, bids were received and opened for the above referenced project. After reviewing those bids, Mr. Hurst recommended that the Board award the contract to the lowest responsive and responsible bidder, RAM Construction Services of Michigan, Inc., in the amount of \$1,170,220; Base Bid Plus Alternates 1 & 3. Therefore, VP Molnar made a motion that the recommendation be accepted, and the bid be awarded, and the contract approved as outlined above. Mr. Miller seconded the motion, which carried by roll call.

AWARD QUOTATION AND APPROVE CONTRACT – NORTHWEST ELEVATED TANK VALVE VAULT COATING – PROJECT NO. 122-018B (PR-00029298)

Ms. Rebecca Plantz, Engineering, advised the Board that on December 12, 2023, quotations were received and opened for the above referenced project. After reviewing those quotations, Ms. Plantz recommended that the Board award the contract to the lowest responsive and responsible quoter, Jetco, Ltd., in the amount of \$46,486. Therefore, VP Molnar made a motion that the recommendation be accepted, and the quotation be awarded, and the contract approved as outlined above. Mr. Miller seconded the motion, which carried by roll call.

APPROVE CHANGE ORDER NO. 5 – COAL LINE TRAIL, PHASE IIB – PROJECT NO. 122-035 (PO-0025244)

President Maradik advised that Ms. Gemma Stanton, Engineering, has submitted change order number 5 on behalf of Indiana Department of Transportation, Milestone Contractors North, Inc., indicating the contract amount be extended by ninety-eight (98) days with a new completion date of May 1, 2024. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the change order was approved.

APPROVE CHANGE ORDER NO. 2 – LASALLE STREETScape – PROJECT NO. 122-013R (PO-0023705)

President Maradik advised that Ms. Leslie Biek, Engineering, has submitted change order number 2 on behalf of Milestone Contractors North, Inc., indicating the contract amount be increased by \$97,575.86 for a new contract sum, including this change order, in the amount of \$5,955,090.16. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the change order was approved.

APPROVE CHANGE ORDER NO. 1 (FINAL) – THE HILL TIF PROJECT - SITE WORK – PROJECT NO. 123-030 (PO-0024347)

President Maradik advised that Mr. Zach Hurst, Engineering, has submitted change order number 1 (Final) on behalf of Majority Builders, Inc., indicating the contract amount be increased by \$23,214 for a new contract sum, including this change order, in the amount of \$500,000. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the change order was approved.

APPROVE PROJECT COMPLETION AFFIDAVIT – SMALL DRAINAGE IMPROVEMENTS – BEALE ST. & CHAPIN ST. – PROJECT NO. 121-006B (PO-0023950)

President Maradik advised that Mr. Kyle Ludlow, Engineering, has submitted the project completion affidavit on behalf of HRP Construction, Inc., for the above referenced project, indicating a final cost of \$177,765.50. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the project completion affidavit was approved.

APPROVAL OF REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS – 2024 WATER WORKS UTILITY SERVICE LINE REPAIR PROGRAM

In a memorandum to the Board, Mr. Matt Bussell, Water Works, requested permission to advertise for the receipt of bids for the above referenced project. Therefore, upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the above request was approved.

APPROVAL OF REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS – 2024 SEWER INSURANCE LATERAL REPAIR PROGRAM

In a memorandum to the Board, Mr. Sean Ward, Water Works, requested permission to advertise for the receipt of bids for the above referenced project. Therefore, upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the above request was approved.

APPROVAL OF REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS AND TITLE SHEET – WASTEWATER TREATMENT PLANT CNG COMPRESSOR UPGRADE – PROJECT NO. 119-109R (PR-00027076)

In a memorandum to the Board, Mr. Jacob Klosinski, Engineering, requested permission to advertise for the receipt of bids for the above referenced project. Also presented at this time for approval and execution was the title sheet. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the above request to advertise was approved, and the title sheet was approved and signed.

APPROVAL OF REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS – DEMOLITION OF 1000 W. SAMPLE ST. (FORMER FUN FX BLDG.) – PROJECT NO. 123-014 (PR-00030442)

In a memorandum to the Board, Mr. Zach Hurst, Engineering, requested permission to advertise for the receipt of bids for the above referenced project. Therefore, upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the above request was approved.

APPROVAL OF REQUEST TO ADVERTISE FOR THE RECEIPT OF BIDS AND TITLE SHEET – WASTEWATER TREATMENT PLANT DEGRIT BUILDING YARD PIPING REPLACEMENT – PROJECT NO. 123-031A (PR-00030459)

In a memorandum to the Board, Mr. Jacob Klosinski, Engineering, requested permission to advertise for the receipt of bids for the above referenced project. Also presented at this time for approval and execution was the title sheet. Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the above request to advertise was approved, and the title sheet was approved and signed.

APPROVAL OF AGREEMENTS/CONTRACTS/PROPOSALS/ADDENDA

The following agreements/contracts/proposals/addenda were submitted to the Board for approval:

Type	Business	Description	Amount/ Funding	Motion/ Second
Release of Utility Easement	Five Corner, LLC	Associated with Alley Vacation at 1200 Block of Howard St.	N/A	VP Molnar / Mr. Miller
Amendment No. 1 to Professional Services Agreement	DLZ Indiana	Design Services for Bendix Drive Improvements (Lathrop to Voorde) Project No. 121-047	NTE \$270,954 (PO-0015848)	VP Molnar / Mr. Miller
Real Property Transfer Agreement	South Bend Mutual Housing Cooperative	Request to Transfer City Property at 324 Cottage Grove for Development of Affordable Housing	N/A	VP Molnar / Mr. Miller
Wayfinding Signs Agreement	Indiana Department of Transportation	Policy for Guide Signs to be Installed and Maintained at Various Locations in South Bend & St. Joseph County, Phase III, Project No. 123-013	N/A	VP Molnar / Mr. Miller
Right of Entry for Demolition Agreement	Jerid Enterprises, LLC	Allows Contractor onto Parcels Adjacent 1000 W. Sample St.-Former Fun FX Building for Purposes of Demolition through Indiana's Unsafe Building Law Project No. 123-014	N/A	VP Molnar / Mr. Miller
Right of Entry for Demolition Agreement	Shark Investments LLC	Allows Contractor onto Parcels Adjacent 1000 W. Sample St.-Former Fun FX Building for Purposes of Demolition through Indiana's Unsafe Building Law Project No. 123-014	N/A	VP Molnar / Mr. Miller

APPROVAL OF LICENSE AND PERMIT APPLICATIONS

The following license and permit applications were presented for approval:

Applicant	Description	Date/Time	Location	Motion Carried
Girls on the Run Michiana 5K	Street Closure for Special Event	May 18, 2024; 5:00 a.m. to 12:00	Wall St. to S. Greenlawn Ave., Belmont Ave., S.	VP Molnar / Mr. Miller

		p.m.	Twyckenham Dr., Sunnymede Ave., E. Wayne St., S. Sunnymede Ave., E. South St., Longfellow Ave., and back to Wall St.	
St. Patrick's Day Parade	Street Closure for Special Event - Rain Date March 23, 2024	March 16, 2024; 9:30 a.m. to 1:00 p.m., No Parking 7:00 a.m. to Noon (Along Route)	S. Frances St. at E. Jefferson Blvd., Jefferson Blvd. to N. Niles Ave.	VP Molnar / Mr. Miller

APPROVE/DENY TRAFFIC CONTROL DEVICES

Upon a motion made by VP Molnar, seconded by Mr. Miller and carried by roll call, the following traffic control device request was approved:

NEW INSTALLATION: Reserved Handicapped Accessible Parking  
 LOCATION: East Side of Lafayette, North of Jefferson Blvd. #5  
 REMARKS: All Criteria Met

NEW INSTALLATION: (2) No Parking Right Arrow Signs & Here to Corner  
 LOCATIONS: Indiana at Catalpa  
 REMARKS: All Criteria Met

NEW INSTALLATION: (2) No Parking This Side of Street Signs  
 LOCATIONS: Fuerbringer St.  
 REMARKS: All Criteria Met

NEW INSTALLATION: (8) No Parking Right Arrow Signs & Here to Corner  
 LOCATIONS: Intersection of Woodward & Yukon  
 REMARKS: All Criteria Met

NEW INSTALLATION: (2) Stop Signs  
 LOCATIONS: Intersection of Kaley St. & Linden Ave.  
 REMARKS: All Criteria Met

NEW INSTALLATION: (2) Stop Signs  
 LOCATIONS: Intersection of Colfax Ave. & Sunnyside Ave.  
 REMARKS: All Criteria Met

APPROVE CONSENTS TO ANNEXATION AND WAIVER OF RIGHTS TO REMONSTRATE

President Maradik stated that the Board is in receipt of the following consents to annexation and waivers of rights to remonstrate. The consents indicate that in consideration for permission to tap into public water/sanitary sewer system of the City, to provide water/sanitary sewer service to the below referenced properties, the applicants waive and release all rights to remonstrate against or oppose any pending or future annexations of the properties by the City of South Bend:

- A. Mr. Patrick & Mrs. Carol Miller, 17881 Waxwing Ln., South Bend, IN 46635
  - 1. 51611 Villager Parkway – Water/Sewer (Key No. 71-04-17-326.004000-003 27028 002-2013-026286)

RATIFY PREAPPROVED CLAIMS PAYMENTS

VP Molnar stated the Board received notices of the following preapproved claim payments from the City's Department of Administration and Finance:

Name	Date	Amount of Claim
City of South Bend Claims GBLN-70708, GBLN-70896	01/02/2024	\$83,549.51

Name	Date	Amount of Claim
City of South Bend Claims GBLN-70673	01/02/2024	\$1,558,311.23

Each claim is fully supported by an invoice; the person receiving the goods or services has approved the claims; and the claims have been filed with the City Fiscal Officer and certified for accuracy. Therefore, upon a motion by VP Molnar, seconded by Mr. Miller, and carried by roll call, the Board ratified the preapproved claims payments.

#### PRIVILEGE OF THE FLOOR

**Mr. Rick Hamilton** from Hamilton Towing was present to ask if there was any advancement on the city contract as far as towing for the South Bend Police Department. They said they would start it in January. President Maradik noted that nothing had been brought to the Board yet. Mr. Hamilton asked if Officer Aaron Knepper was still in charge of that process. President Maradik noted she believes so.

**Mr. Jerry Shearer** attended virtually and posted a question in the chat, asking if President Maradik received his email about the replacement of the utility pole at 833 Dubail. President Maradik stated that she did receive the email and she forwarded it on. She added that the utility pole is an AEP pole, so any discussion about access and access agreements would be to go through AEP as it is not a city-owned pole.

**Board Member Murray Miller** thanked Attorney Schmidt and the other City departments who put on the presentation for the public meeting for current opportunities for small contractors stating he thought it was a great presentation. He added they did an excellent job and he appreciated that because he had questions, but they were all answered. Attorney Michael Schmidt noted that Assistant City Engineer Leslie Biek and Director of Growth and Opportunity, Erik Glavich, were instrumental in the presentation.

#### ADJOURNMENT

There being no further business to come before the Board, President Maradik adjourned the meeting at 9:45 a.m.

CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS



Elizabeth A. Maradik, President



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Murray L. Miller, Member



Attest: Theresa M. Heffner, Clerk

Date: February 13, 2024