

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
March 29, 2011

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:00 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of March 22, 2011, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid Openings:

The sole bid for Retrofit of High Cube Van owned by the City with Cues Multi-Conductor Closed Circuit Video Pipeline Inspection Equipment was received and is summarized below:

<b>VENDOR</b>	<b>BASE</b>
Brown Equipment Co., Inc., Indianapolis	\$193,000.00
DELIVERY: 75-100 days	
DISCOUNT: N/A	

Mr. West said the bid will be taken under advisement for review and consideration by the Sewer Maintenance Department.

Bids were received for the Milburn Area Sewer Improvement Project (MWW 11-001), Cured-in-Place-Pipe, and are summarized below:

BIDDER	BASE BID	ALTERNATE #1	ALTERNATE #2
Inland Waters Pollution Control, Inc.	\$1,421,205.50	\$743,314.50	\$663,594.00
Insituform Technologies	\$1,192,089.10	\$760,872.50	\$735,255.30
Utility Services Authority, LLC	\$1,601,416.00	\$964,470.00	\$996,000.00

Mr. West indicated the bids would be taken under advisement for review, evaluation, and recommendation by the City's consultant.

Bids were received for Douglas Medical Park, Phase II (ENT 10-023) and are summarized below:

BIDDER	BASE BID	ALTERNATE #1	TOTAL BID
Niblock Excavating	\$2,030,552.80	\$11,335.00	\$2,041,887.80
C & E Excavating	\$2,029,956.80	\$14,085.00	\$2,044,041.80
HRP Construction	\$2,070,000.00	-\$5,589.80	\$2,064,410.20
Selge Construction	\$1,925,202.47	\$7,454.50	\$1,932,656.97
Walsh & Kelly	\$2,023,155.81	\$765.00	\$2,023,920.81
Rieth-Riley Construction	\$1,924,409.00	\$10,645.00	\$1,935,054.00
John Boettcher Sewer & Excavating	\$1,872,130.71	\$7,244.90	\$1,879,375.61

Mr. West indicated the bids would be taken under advisement for review, evaluation, and recommendation by the City's consultant. The Engineer's estimate for this project was \$1,909,580.00 (base bid).

Mayor's Comments:

Mayor Wood presented Dave Cochran with his Apprentice Completion Certification and said Mr. Cochran is now a journeyman line maintainer. Mayor Wood said Mr. Cochran completed over 8,000 hours of on-the-job training as well as hundreds of hours of classroom hours.

Mayor Wood said a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Police Chief Ken Witkowski requested the Board promote Corporal Jennifer Wilson to the rank of Sergeant retroactive to March 1, 2011. Chief Witkowski said this promotion fills the Sergeant vacancy in the Investigative Division. Mr. Watson moved to approve the promotion of Corporal Jennifer Wilson to the rank of Sergeant retroactive to March 1, 2011. Mr. Prince seconded; motion carried.

Chief Witkowski requested the Board promote Corporal Michael Dube to the rank of Sergeant retroactive to March 15, 2011. Chief Witkowski said this promotion fills the Sergeant vacancy in the Investigative Division. Mr. Prince moved to approve the promotion of Corporal Michael Dube to the rank of Sergeant retroactive to March 15, 2011. Mr. Watson seconded; motion carried.

Community Development Director Lory Timmer requested the Board's approval to solicit qualifications for Low Income Housing Builder Partner for Neighborhood Stabilization Program to be received and opened on April 26, 2011. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mrs. Timmer requested the Board's approval to solicit qualifications for Demolition Contractor for the Neighborhood Stabilization Program to be received and opened on April 26, 2011. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mrs. Timmer requested the Board's approval to solicit qualifications for First Time Homebuyer Program Building Partner to be received and opened on April 26, 2011. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mrs. Timmer presented Change Order No. 1 from McColleston Group for rehab work at 717 W. 7<sup>th</sup> Street for an increase of \$8,716.50 for a new contract amount of \$91,268.10. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mrs. Timmer requested the Board's approval for TecServ Environmental to perform a Phase II Environmental Site Assessment at 327 Lincolnway West for the not-to-exceed amount of \$18,225.00. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

City Planner Ken Prince presented a Professional Service Agreement with DLZ for Early Coordination Activities for the east extension of the south Riverwalk (PLT 11-002) for the not-to-exceed amount of \$3,300.00 and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented an agreement with MACOG for enhanced ortho imagery (aerial photos) in 2011 for the lump sum amount of \$5,000.00 and moved for its approval. Mr. Watson seconded; motion carried.

Street Commissioner Mike Watson requested the Board award the bid for the purchase of the Over-the-Road Paint Striping Machine to M-B Companies, Inc., New Holstein, WI, the lowest most responsive and responsible bidder, for the base bid of \$134,401.00 less \$2,000.00 for trade in of 1991 M-B Striping Machine for a final award amount of \$132,401.00 and moved for its approval. Mr. Prince seconded; motion carried.

Engineering Director Gary West presented a Professional Service Agreement with First Group Engineering for Third Street Improvements (Cedar to Merrifield) for the not-to-exceed amount of \$67,000.00 and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approval plans and authorize the receipt of bids for Church-Main Connector to be opened April 19, 2011, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a Professional Service Agreement with Lawson-Fisher Associates for engineering design services for Milburn Area Sewer Improvements, CIPP Phase II, for the lump sum amount of \$44,215.00 and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board authorize plans for Safe Routes to School – Emmons Area project number 1006374 and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board award the contract for Edgewater Drive Improvements to Niblock Excavating, Inc., Bristol, IN, the lowest most responsive and responsible bidder, for a contract amount of \$284,878.36 and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Approval of SRF Payments:

There were no applications to approve.

New Business:

A request from Pone Express to close the 1600 block of Milburn Boulevard Saturday July 23, 2011 for a fund raiser was taken under advisement.

Mr. West said requests for disabled parking have been received from residents at 309 W. 14<sup>th</sup> St., 112 E. 10<sup>th</sup> St., and 2009 W. 6<sup>th</sup> St. These requests have been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Police Department recommends that these applications be approved. Mr. West moved to approve the disabled parking requests as presented. Mr. Watson seconded; motion carried.

A request from "Bike the Bend 2011" to use various streets on May 15, 2011 from 6:30 a.m. to 11:30 a.m. was taken under advisement.

Old Business:

A request for a motorcycle ride on June 11, 2011 to benefit South Bend Relay for Life and the American Cancer Society remained under advisement.

Open Items:

Grievance Hearings #10-01 and #10-02 originally scheduled for February 22, 2011 have been continued indefinitely until such a date that the City's witness is available.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:45 a.m.

Gary West – President of the Board of  
Public Works and Safety/Utility Board

Kari Myers, Clerk of the Board of  
Public Works and Safety/Utility Board