

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

Lawn Care Services for the City Of South Bend

Project No. 116-002

Prepared for

CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS

By

CITY OF SOUTH BEND, INDIANA
DEPARTMENT OF PUBLIC WORKS

FOR BIDS DUE: April 21, 2016

**City of South Bend, Indiana
Department of Public Works**

**Lawn Care Services for the City Of South Bend
Project No. 116-002**

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City of South Bend Contractor's Bid for Public Work Form	24 Pages

NOTICE TO BIDDERS

Notice is hereby given that the City of South Bend, Indiana, Board of Public Works will receive sealed bids at the Office of the Board of Public Works, County-City Building Room 1316, 227 West Jefferson Blvd, South Bend, Indiana, 46601 until the hour of 10:30 a.m., Local Time, on April 21, 2016 for the following:

Lawn Care Services for the City Of South Bend **Project No. 116-002**

Work includes lawn care services for various parcels throughout the City of South Bend, all more particularly described in plans and specifications.

The Contract Documents are on file and available for public inspection commencing on the first advertise date during regular working hours at the Department of Public Works (1316 County-City Building, South Bend, Indiana), and at MACIAF 3215-A Sugar Maple Court, South Bend, IN 46628. In addition, specifications are available for download by visiting the City of South Bend's web page at www.southbendin.gov:

- X Click on "Business"
- X Select "City Bids" and scroll to "RFB, Vehicle, Equipment & Miscellaneous Bids"
- X Click on "Specification Sets & Bid Award Info"
- X Select specification to download
- X Input company information (address/phone/fax/e-mail) where indicated
- X Click on "Submit"
- X Print the specification or save it to your computer

There is no charge for the specifications. The specifications are also available for review only during regular working hours in the Department of Public Works, 1308 County-City Building, South Bend, Indiana 46601.

Bids must be on the City of South Bend Contractor's Bid for Public Work Form in a sealed envelope noting the project name, number and your company's information on the front. There is no bid bond required for bids under \$200,000.00.

Each bidder or contractor (hereinafter the contractor) must comply with "City of South Bend EEO Contracting Provision Diversity Utilization" included in the specifications as to each construction trade it intends to use on this construction contract and all other construction work (both federal and non-federal) in the St. Joseph County area during the performance of this contract or subcontract. The contractor commits itself to the goals for minority manpower and all other requirements, terms and conditions of these bid conditions by submitting a properly sealed bid. Woman and Minority-Owned Business Enterprises (W/MBE) are encouraged to respond to this notification.

A Pre-Bid Conference will be held on April 11, 2016 at 9:00 a.m. Local Time at the County-City Building Room 1316, 227 West Jefferson Blvd, South Bend, Indiana, 46601. Any questions about bidding conditions must be addressed to Hana Parkhill in writing or email at hparkhil@southbendin.gov no later than April 15, 2016.

The Board reserves the right to reject any or all bids or to accept a full or partial award of the bid or bids which, in its judgment, will be to the best interests of the City of South Bend.

BOARD OF PUBLIC WORKS

Linda M. Martin, Clerk

Publish two (2) times:

April 1, 2016

April 8, 2016

CITY OF SOUTH BEND
STATEMENT OF POLICY

The Board of Public Works of the City of South Bend has adopted the following policy regarding the receipt of sealed bids:

All sealed bids submitted to the Board of Public Works must be received in the Board of Public Works Office, 1316 County-City Building, South Bend, Indiana, no later than the advertised time on the advertised date of the bid opening.

It shall be the responsibility of the bidder to see that his/her bid is received prior to the deadline stipulated in the bid advertisement.

Bids submitted by mail and received after the advertised time deadline will not be considered by the Board.

CITY OF SOUTH BEND
BOARD OF PUBLIC WORKS

Linda M. Martin, Clerk

NOTE: Incoming mail does not reach the Board of Public Works until after 9:30 a.m. Local Time. If you are sending your bid via Federal Express or another overnight source, please confirm that your package will arrive before the bid opening date and time.

CITY OF SOUTH BEND

EQUAL EMPLOYMENT OPPORTUNITY CONTRACTING PROVISIONS DIVERSITY UTILIZATION

It is the policy of the City of South Bend to provide equal employment and business opportunity for all persons, partnerships, companies, and corporations in accordance with the rules, regulations and guidelines of the applicable federal, state and local laws. This policy of equal employment and business opportunity shall apply to every contractor or subcontractor bidding or holding a public contract with the City of South Bend.

In furtherance of this policy, the following Equal Opportunity Clauses are hereby made a part of every construction contract entered into by the City of South Bend and all subcontractors entered into pursuant to any such contract and the bidder hereby certifies that it/he/she will abide by these provisions.

The contractor will not discriminate against any applicant or employee because of race, color, religion, sex, national origin, or handicap. The contractor will take affirmative action to ensure that all applicants or employees are treated fairly and equitably. Such action shall include but not be limited to the following: hiring, upgrading, demotion or transfer, recruitment, advertising, lay-offs or termination, rates of pay or other forms of compensation and selection for training including apprenticeship programs.

The contractor shall agree to post in conspicuous places available to employees and applicants, notices to be provided setting forth the provisions of the Non-Discrimination Clause.

The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

The contractor will send to each labor union or representative of workers with which he has a bargaining agreement or other contract or understanding, a notice to be provided, advising the labor union or worker's representatives of the contractor's commitment under this section, and shall post copies of the notices in conspicuous places available to applicants and employees.

The contractor will comply with all provisions of Executive Order 11246 (as amended by 11375) and of the rules, regulations and relevant orders of the Department of Labor.

Subpart B -- Contractors' Agreements

Sec. 202. Except in contracts exempted in accordance with Section 204 of this Order, all Government contracting agencies shall include in every Government contract hereinafter entered into the following provisions:

"During the performance of this contract, the contractor agrees as follows:"

"(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, color, religion, sex or national origin. Such action will include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or

recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause."

"(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin."

"(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract of understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment."

"(4) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules and regulations, and relevant orders of the Secretary of Labor."

"(5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders."

"(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, in this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked* as provided in Executive Order No 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law."

"(7) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States."

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

** Corrected to read "invoked". In the original text the word "involved" was printed in error.*

MINORITY AND WOMEN BUSINESS ENTERPRISE DIVERSITY DEVELOPMENT PROGRAM

The City of South Bend, Indiana has shown its commitment to addressing Minority Business (“MBE”) and Women’s Business Enterprise (“WBE”) participation in public contracting through the adoption of the City of South Bend Ordinance No. 10081-11. Persons, partnerships, corporations, associations, or joint ventures awarded a contract by the City of South Bend through its agencies, boards, or commissions shall not discriminate against any employee or applicant for employment in the performance of a City contract with respect to hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of race, sex, religion, color, national origin, ancestry, age or disability that does not affect that person’s ability to perform work.

The goal for MBE/WBE participation for the purchase of work, labor, services, supplies, equipment, materials, or any combination in this project is **7.1%** of the total bid amount, whether it be base bid or base bid plus alternate(s). Minority and Women’s Businesses are described on the Indiana Department of Administration website: <http://www.in.gov/idoa/>. It is the bidder’s sole responsibility to verify whether any listed minority or woman business meets the qualifications of a Minority or Women’s owned business. Documentation shall be provided with the bid that states the MBE/WBE that will be contracted, the dollar amount of the work that will be performed on the project and the percentage of the dollar amount as it relates to the total bid amount by using Form MWBE-1.0, Proof of MBE/WBE Participation Goal Form.

In the event the bidder cannot meet the MBE/WBE participation goal set for this project, the award of the contract under public bidding laws or other contracts in which public bids are not required by law, the City, its agencies, boards, or commissions requires the Contractor’s good faith efforts to obtain participation by those Contractors classified as a Minority Business (“MBE”) or as a Women’s Business Enterprise (“WBE”).

Failure to either meet the MBE/WBE participation goal set forth in this project or provide ALL the required evidence of good faith efforts with the bid will be grounds for rejecting a bid as non-responsive.

The requirements that bidders shall supply as good faith efforts to have active participation from MBEs and/or WBEs on this Project is written documentation evidencing the efforts by using Form MWBE-2.0, Evidence of Good Faith Efforts and Form MWBE-2.1, MBE/WBE Contacted. Such documentation shall include but is not limited to the following items:

- a. A listing of all MBE/WBEs contacted including: (1) the name and address of the MBE/WBE; (2) the date of contact; (3) the type of contact (i.e. phone call, written solicitation, etc.); (4) the nature or type services or goods requested; and (5) the result of the contact.
- b. Written evidence of outreach and copies of email exchanges inviting and receiving quotes or other responses from MBE/WBE businesses or other documentations of efforts to encourage and secure competitive quotes from MBE/WBE and local businesses to be included in the benefits of building this Project.
- c. Written documentation of letters of introduction, invitations to forging majority/minority strategic alliances for capacity building including but not limited to mentoring, extensions of assistance on payroll, insurance, bonding, line of credit, technical skills or business skills.

All bidders are actively encouraged to reach out to the MBE/WBE businesses in St. Joseph County, Indiana and other local Indiana counties to utilize a good faith effort to forge constructive and lasting business partnerships.

Notwithstanding the foregoing, the award and performance of all City contracts shall comply with applicable federal, state, and local laws.

DEPARTMENT OF PUBLIC WORKS
CITY OF SOUTH BEND, INDIANA

SPECIAL PROVISIONS

**Lawn Care Services for the City Of South Bend
Project No. 116-002**

I. PROJECT DESCRIPTION

Work to be performed shall include furnishing all labor, services, materials, insurance, and equipment to deliver Lawn Care Services for various properties throughout the City of South Bend, all more particularly described in these specifications.

II. PREVAILING SPECIFICATIONS AND DESIGN & CONSTRUCTION STANDARDS

The City of South Bend's **PREVAILING SPECIFICATIONS**, most recent version, and **DESIGN & CONSTRUCTION STANDARDS**, most recent version, are to be used on this project.

Each Bid provider is specifically instructed to become completely familiar with the most recent version of the **PREVAILING SPECIFICATIONS** and the **DESIGN & CONSTRUCTION STANDARDS** prior to submitting a Bid.

Wherever the **PREVAILING SPECIFICATIONS** refer to "State Specifications," it shall mean the 2016 INDOT Standard Specifications for the letting effective after September 1, 2015.

These **SPECIAL PROVISIONS** will list only "Additions" or "Deletions" to the **PREVAILING SPECIFICATIONS** and are to be used only in conjunction with the **PREVAILING SPECIFICATIONS**.

In the event of conflict between the **SPECIAL PROVISIONS** and the **PREVAILING SPECIFICATIONS**, the **SPECIAL PROVISIONS** will govern.

III. BIDDING REQUIREMENTS

A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 102

B. Additions:

1. Each Bid provider shall completely execute and submit the following documents with the Bid:
 - a. City of South Bend Contractor's Bid for Public Work Form
 - b. Bid Bond stating 5% of the total Bid or Certified Check 5% of the bid. Consistent with Indiana Statue 36-1-12-4.5, if the bid price is less than \$200,000, a bid bond is not required.
 - c. Contractor's Non-Collusion and Non-Debarment Affidavit, Certification Regarding Investment with Iran, Employment Eligibility Verification, Non-Discrimination Commitment and Certification of use of United States Steel Products or Foundry Products.

IV. TERM "OR EQUAL"

A. Prevailing Specifications: None

B. Additions:

1. Where the term "or equal" is used in these specifications, the Bid provider deviating from specified item shall file with his/her Bid a letter fully explaining and justifying his/her proposed article or equal. The City of South Bend shall be the sole judge in determining if the "or equal" offered meets the specification.

V. TAX EXEMPT

A. Prevailing Specifications: None

B. Additions:

1. Materials and properties purchased under contract with the Owner that becomes a permanent part of the structure or facilities constructed are not subject to the Indiana Gross Retail Tax (Sales Tax). The exemption number will be furnished to the Contractor upon award.

VI. INDEMNIFICATION

A. Prevailing Specifications: None

B. Additions:

1. Contractor agrees to indemnify, defend and hold harmless the City of South Bend, its agents, officers and employees, from all costs, losses, claims and suits, including court costs, attorney fees, and other expenses, arising from or out of the negligent performance of this Contract by Contractor, or because of arising out of any defect in the goods, materials or equipment supplied by the Bid provider.
2. Should fire, theft, vandalism or other casualty, damage or destroy the equipment or property belonging to the Contractor while on City property, the City shall be under no obligation to replace or in any way compensate the contractor for said property.
3. The successful bidder agrees to indemnify or hold harmless City from and against any liability, loss, cost, damage suit, claim, or expense arising occurrence on the part of the successful bidder to include its officers, servants, agents or employees arising from its activities, operations, and performance of services while on City property and further agrees to release and discharge City and its Agents from all claims or liabilities arising from or caused by the successful bidder in fulfilling its obligations under this Agreement.
4. It is understood and agreed by the parties that City will assume no liability for damages, injury, or other loss to the successful bidder, its employees or property, tool or equipment, or to other persons or properties located on City facilities resulting from the successful bidder's activities and operations while performing those service enumerated herein. The successful bidder shall assume full and complete liability for any and all damages to tombstones, markers, building improvements fences, or other City or private properties caused by or resulting from its activities, operations, and that of its employees, agents and officers.

VII. INSURANCE

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 103
- B. Additions:
 - 1. All Contractors and subcontractors doing business with the City of South Bend shall present a Certificate of Insurance showing coverage in the following minimum amount:
 - a. General Liability: Premises-Completed Operations or Products, Bodily Injury and Property Damage Combined Single Limit - \$5,000,000.
 - b. There shall be no exclusion for explosion, collapse or underground hazard.
 - c. Workmen's Compensation: Statutory State of Indiana Employer's Liability - \$100,000.
 - d. Auto Liability: Bodily Injury and Property Damage Combined Single limit - \$1,000,000
 - e. City of South Bend shall be named as additional insured on the Certificate of Insurance.

VIII. AWARD OF CONTRACT

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 103
- B. Additions:
 - 1. All Bids will remain subject to acceptance for sixty (60) calendar days after the day of the Bid opening, but the City of South Bend may, in its sole discretion, release any Bid and return the Bid security prior to that date.
 - 2. Successful bidder from award notice will have fourteen (14) calendar days to submit a fully executed contract, Certificated of Insurance, and other require documents from either the awarded contractor and/or the subcontractors. Failure to comply within the award period may be cause for the Board of Public Works to rescind the award.

IX. BONDING REQUIREMENTS

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 103
 - 1. Additions:
 - a. The successful Bid provider shall supply the following bonds:
 - (i) Payment Bond within seven (7) days of Notification of Award for an amount equal to one hundred percent (100%) of the contract amount. Consistent with Indiana Statue 36-1-12-13.1, if the bid price is less than \$200,000, a payment bond is not required.
 - (ii) Performance Bond within seven (7) days of Notification of Award for an amount equal to one hundred percent (100%) of the contract amount.

X. CONTROL OF WORK

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 105
- B. Additions:

1. The complete responsibility for this project lies with the Director of Public Works of the City of South Bend, Indiana acting through his authorized representatives.
2. Work hours for the Project shall be from 7:00 a.m. through 7:00 p.m., Monday through Sunday.

XI. LEGAL RELATIONS

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 107w
- B. Additions:
 1. The Owner, where mentioned in these documents, is the City of South Bend.
 2. The Contractor shall apply for and obtain any and all required permits for the work from local, state, and federal agencies and shall comply with permit requirements, including the St. Joseph County / City of South Bend Building Department.
 3. If the Contractor awarded this contract is not a resident of Indiana, within thirty days, the Contractor shall provide the Owner with proof that the Contractor is duly licensed, qualified and registered with the Secretary of State of Indiana to engage in business within the State of Indiana.

XII. PROSECUTION AND PROGRESS

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Sec. 108
- B. Additions:
 1. The project has a start date of May 15, 2016 and completion date of October 15, 2016.
 2. Notice to Proceed will be delivered and signed within seven (7) days of the Owner receiving all required bonds and contract documents.
 3. Within seven (7) days of notice to proceed, the contractor must be prepared to begin work on the awarded sites.
 4. The Owner and Contractor will hold a pre-construction meeting following award of the contract.

XIII. CHANGE OF CONTRACT TIME

- A. Prevailing Specifications: 2014, INDOT Standard Specifications Section 108
- B. Additions:
 1. The Owner reserves the right to extend the contract annually for up to a total of two (2) additional years if the Owner and Contractor agree.

XIV. DEFAULT AND TERMINATION

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 108
- B. Additions:

1. Events of Default shall include Contractor's failure to perform any of its obligations under this contract including failure to commence work at the time specified, failure to perform the work in accordance with these specifications, unauthorized discontinuation of the work, failure to carry out the work in a manner acceptable to the City, failure to observe Federal, State, or local laws or regulations, and failure to comply with any other term of this contract.
2. If an Event of Default occurs, the City shall provide Contractor written notice and may permit Contractor ten (10) calendar days after the date of the notice to cure the default. If the default is not cured within the ten (10) day cure period, the City may at any time thereafter terminate this contract in which case the termination shall be final and effective.
3. Upon an Event of Default, the City may invoke the following remedies in addition to those remedies provided under separate provisions of this contract, the right of set-off against any payments due or to become due to the Contractor against the retainage, the right to take over and complete the Work. If the City notifies Contractor that City is invoking its right to complete the Work, all rights that the Contractor has in order under Contractor's subcontracts are assigned to the City, subject to the City's right to take assignment of all or only selected subcontracts at the City's discretion. The sole obligation accepted by the City under such subcontracts is to pay for Work satisfactorily performed after the date of the assignment. In the event a conditional assignment has not been executed, the Contractor shall execute or cause to be executed any assignment, agreement, or other document that may be necessary in the sole opinion of legal counsel to the City's Board of Public Works to evidence compliance with this provision. The Contractor shall promptly deliver such documents upon the City's request. In the case of such assignment, unless otherwise agreed in writing, The Contractor remains liability to subcontractors for any payment already involved, and for any claim, suit or cause of action based upon or resulting from any error, omission, negligence or other breach of contract by the Contractor, its officers, employees, or agents arising prior to the date of assignment to the City.

XV. LIQUIDATED DAMAGES

A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 108

B. Additions:

1. The contractor shall proceed at such rate of progress to insure Lawn Care Services meet the requirements of these specifications. It is expressly understood and agreed, by and between the Contractor and the Owner, that the services described herein are reasonable, taking into consideration the average climatic and economic conditions and other factors prevailing in the locality of the work, and excludes the time for unavoidable delays which were beyond the control and without the fault of the Contractor.
2. If the Contractor shall fail to meet the requirements of these specifications, then the Contractor will pay to the Owner the amount for liquidated damages a sum of five (5) percent of the bid for each parcel's services for each calendar day that the Contractor shall remain in default.
3. The Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due to the following and the Contractor has promptly given written notice of such delay to the Owner.
 - a. To any preference, priority, or allocation order duly issued by the Owner.
 - b. To unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including but not restricted to acts of God, acts of public enemy, acts of the

Owner, acts of another Contractor in the performance of a Contract with the Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and abnormal and unforeseeable weather.

XVI. RETAINAGE AND FINAL PAYMENT

A. Prevailing Specifications: 2016, INDOT Standard Specifications Section 109

B. Additions:

1. Payments will be made every thirty (30) calendar days. Payment will be made only after invoice is received. Invoice must contain documentation of the work completed during the 30 day period. City has 15 days to verify and certify work and will process the invoice for payment.
2. Consistent with provisions of IC 36-1-12-14, the Board of Public Works shall retain a percentage of payments throughout the duration of the project.
3. Before final payment and retainage are released the Contractor must satisfy the following:
 - a. All services meet requirements stated in the specifications.
 - b. One (1) copy of the City of South Bend Completion Affidavit and one (1) copy of a Final Waiver of Lien.

XVII. OTHER UTILITIES

A. Prevailing Specifications: None

B. Additions:

1. The Contractor shall verify the locations of all utilities by contacting Holey Moley at 1-800-382-5544 at least two (2) working days, not counting Saturdays, Sundays or federal and state holidays before proceeding with construction. It shall also be the Contractors responsibility to contact any other utility that is not contacted by Holey Moley and verify the utility locations.
2. The Contractor shall be responsible for working with the other utilities, i.e., gas electric, telephone, etc. in order to assure that all utilities that need to be replaced or relocated can be done with a minimum disturbance to service. The Contractor shall also be responsible for coordinating schedules with the various utilities such that they can proceed with their relocation work as efficiently as possible.
3. If the odor of natural gas is detected in a work area at any time during the course of work, the Contractor shall immediately notify NIPSCO at 1-800-634-3524. The Contractor shall also immediately notify the residents of adjacent properties. The Contractor shall advise the residents to evacuate their homes immediately if the odor is present within the dwelling.
4. Unless an allowance is specified in the bid tab, the restoration of sprinkler systems damaged by the Contractor's operations shall be repaired at no cost to the City and Owner of the system. If an allowance is provided in the bid tab, the City will reimburse the Contractor up to the allowance amount for sprinkler repairs. Restoration of sprinkler systems damaged by the Contractor's operations exceeding the allowance will be considered incidental to the contract.

XVIII. MAINTENANCE OF TRAFFIC

- A. Prevailing Specifications: 2016, INDOT Standard Specifications Sections 105 & 801
- B. Additions:
 - 1. Maintenance of traffic during construction shall conform to the “Indiana Manual on Uniform Traffic Control Devices” and the City of South Bend Design and Construction Standards.
 - 2. The attached “Traffic Closure Request” form is to be used for any lane restrictions or closures and required to be filled out and sent to the Department of Public Works.
 - 3. The Contractor shall arrange and prosecute the work specified for this contract in such a manner that traffic on existing streets is unrestricted throughout the Project. The Owner shall approve the method of traffic control. No construction equipment, vehicles, materials, supplies or temporary facilities shall be left unattended in the right-of-way of any street or left parked overnight without proper marking and lighting.
 - 4. There will be no direct payment for this work.

XIX. DESCRIPTION OF WORK

- A. Prevailing Specifications: None
- B. Additions:
 - 1. Work to be performed shall include furnishing all labor, services, materials, insurance, and equipment to deliver Lawn Care Services for various properties throughout the City of South Bend.
 - 2. Project is divisible.
 - a. Contractor may submit a bid on any or all divisions.
 - b. Properties are grouped geographically, but there are no defined boundaries for each division.
 - c. The City reserves the right to add or delete properties specified in the proposal as requirements change during the period of the contract. Prices for properties to be added from the contract will be mutually agreed upon by the Owner and Contractor. A contract amendment will be issued for each addition or deletion.
 - 3. Additional information on contract properties may be found at the following website address: <http://arcg.is/1V9LF29>

XX. LAWN CARE SERVICES (LCS)

- A. Prevailing Specifications: None
- B. Additions:
 - 1. Contractor shall mow turf areas:
 - a. Monthly AND

- b. As needed according to seasonal growth or recent treatments applied so that turf areas do not grow in excess of six (inches).
2. All areas will be finish mowed at two (2) inches in height. Areas where large riding mowers are not feasible must be mowed with push mowers. Area to be mowed include turf areas on parcel as well as turf areas between edge of road and property line.
 3. Mowing shall be with a rotary mower. Mower blades will be sharp at all times to provide a quality cut.
 4. Grass trimming must be performed around all poles, trees, signs, and along fence areas.
 5. Edging must be performed along sidewalks and curbs. Edging can be performed with weed trimmer or edger.
 6. Contractor shall mulch clippings into the lawn whenever conditions allow as long as no readily visible clumps remain on the grass surface 24 hours after mowing. Otherwise, Contractor shall distribute clumps of grass by mechanical blowing or by collecting and removing them. Mulched clippings shall not left on sidewalks or streets.
 7. Herbicide spraying shall be done control weed and grass growth. This task shall be done to industry standards and in accordance to labeled guidelines.
 8. The contractor is expected to remove scattered debris, litter and limbs prior to mowing, excluding material that has been illegally dumped. Contractor must notify Owner with location of illegally dumped material.
 9. The contractor is responsible for removing from each site and properly disposing of all tree limbs of six (6) inch diameter and below.
 10. The Owner shall be responsible for hauling limbs larger than six (6) inches in diameter from all areas. Contractor must notify Owner with location of limbs larger than six (6) inches diameter.
 11. All mulched areas, including tree rings, must not be damaged from mowing operations. Damage to mulched areas must be repaired immediately.
 12. The contractor shall avoid mowing under extremely wet conditions where heavy equipment could rut the soil.
 13. Payment shall be made at the unit price as specified in the proposal per property as follows:

Lawn Care Services ... Lump Sum (LS).



**CITY OF SOUTH BEND, INDIANA
CONTRACTOR'S BID FOR PUBLIC WORK
CHECKLIST FOR BIDDERS**

Project Name Lawn Mowing, Maintenance and Lot Care for the City Of South Bend
Project No. 116-002
For Bids Due April 21

From time to time the South Bend Board of Public Works finds it necessary to reject a bid because it does not comply with statutory requirements. In preparing your bid, please use the following checklist in order to make sure that your bid is done in the proper manner.

___ Proper bid security included. The bidder has the option of providing either a Certified Check or Bid Bond. Not required for bids under \$200,000.00.

___ Bid prepared on the City of South Bend Contractor's Bid for Public Work Form, completely executed.

___ Contractor's Non-Collusion and Non-Debarment Affidavit, Certification Regarding Investments with Iran, Employment Eligibility Verification, Non-Discrimination Commitment, and Certification of use of United States Steel Products or Foundry Products.

___ Proof of MBE/WBE Participation Goal Form [MWBE-1.0]. If minimum participation goal is not met, also provide Evidence of Good Faith Efforts Form [MWBE-2.0] and MBE/WBE Contacted Form [MWBE-2.1].

___ Acknowledge Receipt of ___ Addendum(s) included with the bid.

___ All required additional information is included with the bid.

___ Proposal statements and other affidavits all signed by the proper party with name either printed or typed underneath signature.

___ This checklist submitted with the Bid.

This checklist is provided for bidder's use in assuring compliance with required documentation; however, it does not include all specifications requirements and does not relieve the bidder of the need to read and comply with the specifications.

Bidder: _____ Date: _____

By Authorized Representative:

Signature: _____

Print Name & Title: _____



CITY OF SOUTH BEND, INDIANA CONTRACTOR'S BID FOR PUBLIC WORK

Project Name Lawn Mowing, Maintenance and Lot Care for the City Of South Bend

Project No. 116-002

For Bids Due April 21

PART I

(Must be completed for all bids. Please type or print)

Date: _____ Bidder (Firm): _____

Address: _____

City/State/Zip: _____ Telephone Number: () _____

Agent of Bidder (if Applicable): _____

Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of:

_____ the City of South Bend, Indiana, in accordance with plans and specifications prepared by:

_____ and dated _____ for the sum of (enter the Total Bid as shown on the Proposal)

_____ (\$ _____)
(Enter sum of Total Bid for Division A shown on Proposal) (Numerical)

_____ (\$ _____)
(Enter sum of Total Bid for Division B shown on Proposal) (Numerical)

_____ (\$ _____)
(Enter sum of Total Bid for Division C shown on Proposal) (Numerical)

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice. Any addendums attached will be specifically referenced at the applicable page.

If additional units of material included in the contract are needed, the cost of units must be the same as that shown in the original contract if accepted by the City of South Bend. If the bid is to be awarded on a unit basis, the itemization of the units shall be shown on a separate attachment.

By _____
(Signature)

(Printed Name of Person Signing)

ACCEPTANCE

The above bid is accepted this _____ day of _____ 20 _____

Subject to the following conditions: _____

BOARD OF PUBLIC WORKS

Gary A. Gilot, President

David P. Relos, Member

Elizabeth A. Maradik, Member

Brian J. Pawlowski, Member

James A. Mueller, Member

Attest: Linda M. Martin, Clerk

PART II

(For projects of \$100,000 or more – IC 36-1-12-4)

These statements to be submitted under oath by each bidder with and as part of his bid.

Attach additional pages for each section as needed.

SECTION I EXPERIENCE QUESTIONNAIRE

1. Attach information regarding projects your organization has completed for the period of one (1) year prior to the date of the current bid.
2. Attach a listing of public works projects currently in process of construction by your organization.
3. Attach information regarding any failure to complete any work awarded to you and the location thereof.
4. Attach references from private firms for which you have performed work.

SECTION II PLAN AND EQUIPMENT QUESTIONNAIRE

1. Attach an explanation of your plan or layout for performing proposed work. (Examples could include a narrative of when you could begin work, complete the project, number of workers, etc. and any other information which you believe would enable the City of South Bend to consider your bid.)
2. Attach a listing of the names and addresses of all subcontractors (i.e. persons or firms outside your own firm who have performed part of the work) that you have used on public works projects during the past five (5) years along with a brief description of the work done by each subcontractor.
3. If you intend to sublet any portion of the work, attach the name and address of each subcontractor, equipment to be used by the subcontractor, and whether you will require a bond. However, if you are unable to currently provide a listing, please understand a listing must be provided prior to contract approval. Until the completion of the proposed project, you are under a continuing obligation to immediately notify the City of South Bend in the event that you subsequently determine that you will use a subcontractor on the proposed project.
4. Attach a listing of equipment you have available to use for the proposed project.
5. Have you entered into contracts or received offers for all materials which substantiate the prices used in preparing your proposal? If not, attach an explanation for the rationale used which would corroborate the prices listed.

SECTION III CONTRACTOR'S FINANCIAL STATEMENT

Attachment of bidder's financial statement is mandatory. Any bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to the City of South Bend awarding the contract must be specific enough in detail so that said City of South Bend can make a proper determination of the bidder's capability for completing the project if awarded.

eligibility status of all of Contractor's newly hired employees through the E-Verify Program as defined by I.C. 22-5-1.7-3. Contractor's documentation of enrollment and participation in the E-Verify Program is included and attached as part of this bid/quote; and

5. Contractor shall require his/her/its subcontractors performing work under this public contract to certify that the subcontractors do not knowingly employ or contract with an unauthorized alien, nor retain any employee or contract with a person that the subcontractor subsequently learns is an unauthorized alien, and that the subcontractor has enrolled in and is participating in the E-Verify Program. The Contractor agrees to maintain this certification throughout the term of the contract with the City of South Bend, and understands that the City may terminate the contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the City.
6. Persons, partnerships, corporations, associations, or joint venturers awarded a contract by the City of South Bend through its agencies, boards, or commissions shall not discriminate against any employee or applicant for employment in the performance of a City contract with respect to hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of race, sex, religion, color, national origin, ancestry, age, gender expression, gender identity, sexual orientation or disability that does not affect that person's ability to perform the work.

In awarding contracts for the purchase of work, labor, services, supplies, equipment, materials, or any combination of the foregoing including, but not limited to, public works contracts awarded under public bidding laws or other contracts in which public bids are not required by law, the City, its agencies, boards, or commissions may consider the Contractor's good faith efforts to obtain participation by those Contractors certified by the State of Indiana as a Minority Business ("MBE") or as a Women's Business Enterprise ("WBE") as a factor in determining the lowest, responsible, responsive bidder.

In no event shall persons or entities seeking the award of a City contract be required to award a subcontract to an MBE/WBE; however, it may not unlawfully discriminate against said WBE/MBE. A finding of a discriminatory practice by the City's MBE/WBE Utilization Board shall prohibit that person or entity from being awarded a City contract for a period of one (1) year from the date of such determination, and such determination may also be grounds for terminating the contract for which the discriminatory practice or noncompliance pertains.

7. The undersigned contractor agrees that the following nondiscrimination commitment shall be made a part of any contract which it may henceforth enter into with the City of South Bend, Indiana or any of its agencies, boards or commissions.

Contractor agrees not to discriminate against or intimidate any employee or applicant for employment in the performance of this contract with privileges of employment, or any matter directly or indirectly related to employment, because of race, religion, color, sex, gender expression, gender identity, sexual orientation, handicap, national origin or ancestry. Breach of this provision may be regarded as material breach of contract.

I, the undersigned bidder or agent as contractor on a public works project, understand my statutory obligations to the use of steel products or foundry products made in the United States (I.C. 5-16-8-1). I hereby certify that I and all subcontractors employed by me for this project will use steel products or foundry products on this project if awarded. I understand that violations hereunder may result in forfeiture of contractual payments.

I hereby affirm under the penalties of perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated this _____ day of _____, 20__

Contractor/Bidder (Firm)

Signature of Contractor/Bidder or Its Agent

Printed Name and Title

Subscribed and sworn to before me this _____ day of _____, 20__

My Commission Expires _____

Notary Public

County of Residence _____



**BID/PROPOSAL
CITY OF SOUTH BEND**

Project Name Lawn Care Services for the City Of South Bend

Project No. 116-002

For Bids Due April 26, 2016

Division A: North of Western Avenue and West of the River

Item No.	Description	Property	Area (Acre)	Unit	Total Amount
1	LCS	1047 W LaSalle Ct., 46616	0.13	LS	
2	LCS	1245 W Colfax St., 46601	0.06	LS	
3	LCS	1237 W Colfax Ave., 46601	0.12	LS	
4	LCS	1229 W Colfax Ave., 46616	0.12	LS	
5	LCS	230 Pagin St., 46601	0.08	LS	
6	LCS	146 W Birdsell St., 46601	0.10	LS	
7	LCS	142 W Birdsell St., 46601	0.06	LS	
8	LCS	663 W LaPorte St., 46601	0.08	LS	
9	LCS	1334 W Fasnacht St., 46601	0.10	LS	
10	LCS	522 W Walnut St., 46601	0.11	LS	
11	LCS	531 W Scott St., 46601	0.12	LS	
12	LCS	617 S Marion St., 46601	0.10	LS	
13	LCS	616 W Scott St., 46601	0.10	LS	
14	LCS	722 W Scott St., 46601	0.18	LS	
15	LCS	801 N Portage Ave., 46601	0.05	LS	
16	LCS	732 N Lawndal St., 46628	0.10	LS	
17	LCS	139 S Mead St., 46619	0.05	LS	
18	LCS	632 N Portage St., 46616	0.07	LS	
19	LCS	5949 Brick Rd., 46619	5.01	LS	
20	LCS	2211 W Washington St., 46619	0.11	LS	
21	LCS	332 W Jefferson St., 46601	0.08	LS	
22	LCS	118 S William St., 46601	0.15	LS	
23	LCS	319 W O'Brien St., 46628	0.09	LS	
24	LCS	2301 N Smith St., 46628	0.05	LS	
25	LCS	2218 S Kenwood St., 46628	0.10	LS	
26	LCS	749 N Huey St., 46628	0.11	LS	
27	LCS	2428 W Lawton St., 46601	0.11	LS	

28	LCS	2432 W Lawton St., 46601	0.11	LS	
29	LCS	2502 W Lawton St., 46601	0.33	LS	
30	LCS	2505 N Lawton St., 46628	0.11	LS	
31	LCS	124 S William St., 46601	0.13	LS	
32	LCS	521 S Scott St., 46616	0.14	LS	
33	LCS	627 W Lincoln Way Hwy., 46628	0.02	LS	
34	LCS	525 W Scott St., 46616	0.08	LS	
35	LCS	515 W Leland Ave., 46613	0.12	LS	
36	LCS	615 S Marion St., 46616	0.08	LS	
37	LCS	425 W Leland Ave., 46613	0.05	LS	
38	LCS	425 W Leland Ave., 46613	0.02	LS	
39	LCS	520 W Wayne St., 46601	0.03	LS	
40	LCS	750 W Lawndale Ave., 46628	0.08	LS	
41	LCS	414 W Walnut St., 46601	0.14	LS	
42	LCS	1247 W Colfax St., 46601	0.07	LS	
43	LCS	539 W Euclid Ave., 46628	0.10	LS	
44	LCS	101 N Vassar St., 46628	0.11	LS	
45	LCS	319 W William St., 46601	0.14	LS	
46	LCS	323 S William St., 46601	0.14	LS	
47	LCS	501 W Western Ave., 46601	0.08	LS	
48	LCS	1636 W Circle Ave., 46601	0.90	LS	
49	LCS	1520 W Washington St., 46601	0.51	LS	
50	LCS	925 N Cleveland Ave., 46628	0.10	LS	
51	LCS	734 N Cleveland St., 46628	0.11	LS	
52	LCS	141 W Birdsell St., 46601	0.11	LS	
53	LCS	139 W Birdsell St., 46628	0.07	LS	
54	LCS	418 N Walnut St., 46628	0.14	LS	
55	LCS	318 W Walnut St., 46616	0.13	LS	
56	LCS	531 W La Porte Ave., 46613	0.03	LS	
57	LCS	506 W Walnut St., 46601	0.12	LS	
58	LCS	529 W Scott St., 46616	0.15	LS	
59	LCS	601 W Leland Ave., 46616	0.19	LS	
60	LCS	1624 N Maplewood St., 46628	0.01	LS	
61	LCS	307 W Hamden St., 46601	0.03	LS	
62	LCS	N Fremont St., 46628	0.10	LS	

63	LCS	730 W LaSalle St., 46601	0.09	LS	
64	LCS	730 E LaSalle Ave., 46601	0.14	LS	
65	LCS	1316 W Hine St., 46628	0.05	LS	
66	LCS	1602 N Kenmore St., 46628	0.55	LS	
67	LCS	1019 N Bendix St., 46628	0.16	LS	
68	LCS	217 S Main Blvd., 46601	0.49	LS	
69	LCS	1630 S Maplewood St., 46628	0.01	LS	
70	LCS	1629 N Knoblock St., 46628	0.01	LS	
71	LCS	1633 N Knoblock St., 46628	0.01	LS	
72	LCS	1743 N Commerce Dr., 46628	0.18	LS	
73	LCS	1743 N Commerce Dr., 46628	0.59	LS	
74	LCS	2505 W Orange St., 46601	0.11	LS	
75	LCS	2509 W Orange St., 46601	0.11	LS	
76	LCS	2502 W Lawton St., 46601	0.13	LS	
77	LCS	2502 W Lawton St., 46601	0.13	LS	
78	LCS	2525 W Orange St., 46601	0.10	LS	
79	LCS	2502 W Lawton St., 46601	0.34	LS	
80	LCS	2529 W Lawton St., 46601	0.10	LS	
81	LCS	137 S Olive St., 46628	0.11	LS	
83	LCS	310 S Taylor St., 46601	0.05	LS	
84	LCS	512 W Wayne St., 46601	0.08	LS	
85	LCS	512 W Wayne St., 46601	0.08	LS	
86	LCS	310 W Taylor St., 46601	0.12	LS	
87	LCS	318 W Taylor St., 46601	0.29	LS	
88	LCS	500 W Wayne St., 46601	0.53	LS	
89	LCS	23885 Brick Rd., 46619	0.57	LS	
90	LCS	53059 Olive Rd., 46628	0.76	LS	
91	LCS	53019 Olive Rd., 46628	0.35	LS	
92	LCS	115 W Sadie St., 46628	0.04	LS	
93	LCS	4236 N Cleveland, 46628	0.11	LS	
94	LCS	115 N Sadie St., 46628	0.08	LS	
95	LCS	106 N Sadie St., 46628	0.11	LS	
96	LCS	23977 Brick Rd., 46628	0.39	LS	
97	LCS	208 N Johnson St., 46628	0.08	LS	
98	LCS	1907 N Orange St., 46628	0.05	LS	

99	LCS	1907 W Orange St., 46601	0.04	LS	
100	LCS	321 N Brookfield St., 46628	0.03	LS	
101	LCS	1627 N Florence St., 46628	0.10	LS	
102	LCS	1625 S Florence St., 46628	0.10	LS	
103	LCS	1623 S Florence St., 46628	0.10	LS	
104	LCS	1802 W Longley St., 46619	0.09	LS	
105	LCS	1630 W Longley St., 46628	0.09	LS	
106	LCS	201 N Obrien St., 46628	0.09	LS	
107	LCS	114 S Olive St., 46619	0.08	LS	
108	LCS	2416 N Orange St., 46628	0.11	LS	
109	LCS	507 S William St., 46601	0.20	LS	
110	LCS	2530 N Bertrand St., 46628	0.12	LS	
111	LCS	1243 S Eclipse PL, 46628	0.14	LS	
112	LCS	421 W Leland Ave., 46613	0.05	LS	
113	LCS	419 W Leland Ave., 46613	0.17	LS	
114	LCS	618 W Scott St., 46628	0.11	LS	
115	LCS	606 W Scott St., 46628	0.17	LS	
116	LCS	701 N Portage St., 46616	0.26	LS	
117	LCS	821 N Portage St., 46628	0.19	LS	
118	LCS	808 S Cushing St., 46628	0.08	LS	
119	LCS	838 S Portage St., 46616	0.09	LS	
120	LCS	836 S Portage St., 46613	0.17	LS	
121	LCS	828 S Portage St., 46616	0.15	LS	
122	LCS	824 S Portage St., 46613	0.15	LS	
123	LCS	812 S Portage St., 46614	0.14	LS	
124	LCS	808 S Portage St., 46614	0.07	LS	
125	LCS	738 S Leland Ave., 46616	0.08	LS	
126	LCS	232 S Michigan St., 46601	0.10	LS	
127	LCS	230 S Michigan St., 46601	0.05	LS	
129	LCS	228 S Michigan St., 46601	0.03	LS	
130	LCS	226 S Michigan St., 46601	0.04	LS	
131	LCS	53019 N Olive Rd., 46628	0.03	LS	
132	LCS	N Lincoln Way St., 46601	0.06	LS	
133	LCS	109 N Taylor St., 46601	0.13	LS	
134	LCS	601 W Washington St., 46601	0.15	LS	

135	LCS	317 W Washington St., 46601	1.5	LS	
136	LCS	725 W LaSalle Ave., 46601	0.11	LS	
137	LCS	428 W LaSalle Ave., 46601	0.07	LS	
138	LCS	422 W La Salle Ave., 46601	0.22	LS	
139	LCS	416 W La Salle Ave., 46601	0.33	LS	
140	LCS	209 S Meade St., 46619	0.11	LS	
141	LCS	315 S Camden St., 46619	0.07	LS	
142	LCS	246 S Kenmore St., 46619	0.12	LS	
143	LCS	105 S Olive St., 46619	0.05	LS	
144	LCS	118 N Chestnut St., 46625	0.09	LS	
145	LCS	1320 W Jefferson St., 46617	0.07	LS	
146	LCS	1017 W Napier St., 46601	0.11	LS	
147	LCS	1205 W Jefferson St., 46625	0.09	LS	
148	LCS	328 S Walnut St., 46625	0.08	LS	
149	LCS	328 W Walnut Ave., 46601	0.10	LS	
150	LCS	328 W Walnut Ave., 46628	0.03	LS	
151	LCS	1241 W Western Ave., 46601	0.17	LS	
152	LCS	1601 N Ryer St., 46628	0.56	LS	
153	LCS	123 W Wayne St., 46601	0.20	LS	
154	LCS	135 W Chapin St., 46601	0.02	LS	
155	LCS	209 S Chapin St., 46601	0.08	LS	
156	LCS	809 W Thomas St., 46601	0.02	LS	
157	LCS	807 W Thomas St., 46601	0.01	LS	
158	LCS	213 S Illinois St., 46619	0.12	LS	
159	LCS	213 N Illinois St., 46619	0.12	LS	
160	LCS	3821 W Washington St., 46619	0.24	LS	
161	LCS	205 S Illinois St., 46619	0.06	LS	
162	LCS	1510 W Washington, St., 46613	1.23	LS	
163	LCS	416 W Lasalle Ct., 46616	0.22	LS	
164	LCS	1047 W LaSalle Ct., 46616	0.00	LS	
165	LCS	240 SE Pajin St., 46628	0.06	LS	
166	LCS	639 S Scott St., 46601	0.10	LS	
167	LCS	1905 W Orange St., 46628	0.08	LS	
168	LCS	0 N Ameritech Dr., 46628	1.90	LS	
169	LCS	607 S Marion St., 46616	0.11	LS	

TOTAL _____

Division B: South of Western Avenue and West of the River

Item No.	Description	Property	Area (Acre)	Unit	Total Amount
170	LCS	710 W Indiana St., 46613	0.11	LS	
171	LCS	924 W Indiana St., 46613	3.16	LS	
172	LCS	400 W Sample St., 46616	5.7	LS	
173	LCS	2647 S William St., 46616	0.83	LS	
174	LCS	1517 S Taylor St., 46616	0.12	LS	
175	LCS	1518 S Taylor St., 46616	0.12	LS	
176	LCS	1520 S Taylor St., 46616	0.09	LS	
177	LCS	531 W Indiana Ave., 46613	0.09	LS	
178	LCS	527 W Indiana St., 46613	0.09	LS	
179	LCS	917 S Lafayette St., 46613	0.12	LS	
180	LCS	724 S Michigan St., 46601	0.13	LS	
181	LCS	1901 S Michigan St., 46614	0.03	LS	
182	LCS	1325 S Michigan St., 46613	0.08	LS	
183	LCS	2020 S Main St., 46613	0.36	LS	
184	LCS	2020 S Main St., 46613	0.55	LS	
185	LCS	S Main St., 46614	0.14	LS	
186	LCS	1325 S Franklin St., 46613	29.66	LS	
187	LCS	917 S Lafayette Blvd., 46613	0.12	LS	
188	LCS	1002 S Lafayette Blvd., 46613	0.13	LS	
189	LCS	1004 SE Franklin Blvd., 46613	0.92	LS	
190	LCS	1004 S Franklin St., 46613	0.13	LS	
191	LCS	1006 S Franklin St., 46613	0.12	LS	
192	LCS	1012 S Franklin St., 46613	0.12	LS	
193	LCS	1014 S Franklin St., 46613	0.12	LS	
194	LCS	1005 S Lafayette Blvd., 46613	0.15	LS	
195	LCS	1005 S Lafayette Blvd., 46613	0.17	LS	
196	LCS	1005 S Lafayette Blvd., 46613	0.19	LS	
197	LCS	915 S Lafayette St., 46613	0.13	LS	
198	LCS	1130 SW Franklin St., 46616	3.22	LS	
199	LCS	1015 S Lafayette Blvd., 46613	0.51	LS	

200	LCS	917 S Lafayette St., 46613	0.12	LS	
201	LCS	1202 S Lafayette Blvd., 46613	0.50	LS	
202	LCS	1202 S Lafayette Blvd., 46613	0.50	LS	
203	LCS	1303 S Michigan St., 46613	0.13	LS	
204	LCS	1315 S Michigan St., 46613	0.13	LS	
205	LCS	4043 S Michigan St., 46614	0.01	LS	
206	LCS	4404 S Fellows St., 46614	0.28	LS	
207	LCS	605 W Indiana Ave., 46613	0.13	LS	
208	LCS	1506 S Taylor St., 46616	0.23	LS	
209	LCS	601 W Indiana Ave., 46613	0.13	LS	
210	LCS	1508 S Taylor St., 46616	0.11	LS	
211	LCS	1510 S Taylor St., 46613	0.11	LS	
212	LCS	400 E Sample St., 46616	8.39	LS	
213	LCS	1010 S Prairie Ave., 46616	9.52	LS	
214	LCS	2018 S Main St., 46613	0.18	LS	
215	LCS	200 S Barbie St., 46614	0.05	LS	
216	LCS	1503 S Kendall St., 46613	0.13	LS	
217	LCS	511 S Main St., 46601	0.15	LS	
218	LCS	520 S Lafayette St., 46617	0.02	LS	
219	LCS	517 S Main St., 46601	0.02	LS	
220	LCS	316 S Main St., 46617	0.27	LS	
221	LCS	525 W Indiana Ave., 46613	0.13	LS	
222	LCS	501 W Indiana Ave., 46613	0.14	LS	
223	LCS	513 W Indiana Ave., 46613	0.13	LS	
224	LCS	2547 S William Ave., 46613	0.23	LS	
225	LCS	505 W Indiana Ave., 46613	0.13	LS	
226	LCS	1503 S Kemble ALY, 46613	0.08	LS	
227	LCS	1511 S Kemble St., 46613	0.01	LS	
228	LCS	1515 S Kemble St., 46613	0.09	LS	
229	LCS	1519 S Kemble St., 46619	0.13	LS	
230	LCS	1522 S Prairie Ave., 46616	0.14	LS	
231	LCS	1526 S Prairie Ave., 46613	0.13	LS	
232	LCS	1334 S Prairie Ave., 46613	0.25	LS	
233	LCS	1521 S Kemble St., 46613	0.07	LS	
234	LCS	1523 S Kemble St., 46613	0.09	LS	

235	LCS	1525 S Kemble St., 46613	0.09	LS	
236	LCS	1818 W Sample St., 46619	0.27	LS	
237	LCS	1505 S Prairie Ave., 46613	0.38	LS	
238	LCS	1018 S Franklin St., 46619	0.13	LS	
239	LCS	124 S south St., 46601	0.07	LS	
240	LCS	722 S Michigan St., 46601	0.24	LS	
241	LCS	908 S Lafayette St., 46601	0.09	LS	
242	LCS	1022 S Franklin St., 46613	0.07	LS	
243	LCS	1024 S Franklin St., 46613	0.08	LS	
244	LCS	319 S Garst St., 46613	0.05	LS	
245	LCS	315 E Garst St., 46613	0.05	LS	
246	LCS	601 E Broadway St., 46618	0.08	LS	
247	LCS	1412 S Rush St., 46613	0.06	LS	
248	LCS	1829 S Ironwood St., 46614	0.04	LS	
249	LCS	1214 E Indiana St., 46613	0.14	LS	
250	LCS	1915 S Carroll St., 46613	0.04	LS	
251	LCS	207 E Fox St., 46613	0.05	LS	
252	LCS	239 E Fox St., 46613	0.10	LS	
253	LCS	1813 S Carroll St., 46613	0.05	LS	
254	LCS	1718 S Randolph St., 46613	0.13	LS	
255	LCS	1006 S Bowman St., 46614	0.10	LS	
256	LCS	1413 SW Lebanon St., 46613	0.11	LS	
257	LCS	1418 S Fellows St., 46613	0.07	LS	
258	LCS	1315 S Fellows St., 46616	0.13	LS	
259	LCS	505 E Haney St., 46613	0.07	LS	
260	LCS	615 E Broadway St., 46618	0.14	LS	
261	LCS	1309 E High St., 46601	0.09	LS	
262	LCS	706 S Broadway St., 46618	0.08	LS	
263	LCS	731 E Broadway St., 46601	0.11	LS	
264	LCS	706 E Broadway St., 46618	0.07	LS	
265	LCS	712 E Broadway St., 46614	0.08	LS	
266	LCS	1036 E Lincoln Way St., 46601	0.28	LS	
267	LCS	1713 S St. Joseph St., 46613	0.06	LS	
268	LCS	209 E Dayton St., 46613	0.11	LS	
269	LCS	207 E Dayton St., 46613	0.15	LS	

270	LCS	301 S Dayton St., 46613	0.07	LS	
271	LCS	220 S Dayton St., 46613	0.12	LS	
272	LCS	236 S Dayton St., 46613	0.13	LS	
273	LCS	1820 S St. Joe St., 46613	0.07	LS	
274	LCS	213 S Milton St., 46613	0.07	LS	
275	LCS	213 S Milton St., 46613	0.07	LS	
276	LCS	610 S Dubail St., 46613	0.14	LS	
277	LCS	625 S Dayton St., 46613	0.13	LS	
278	LCS	1611 S High St., 46613	0.06	LS	
279	LCS	1504 S Kemble St., 46613	0.15	LS	
280	LCS	1001 S Calvert St., 46601	0.07	LS	
281	LCS	1506 S Kemble St., 46613	0.14	LS	
282	LCS	1510 S Kemble St., 46613	0.14	LS	
283	LCS	1512 S Kemble St., 46613	0.15	LS	
284	LCS	1514 S Kemble St., 46613	0.14	LS	
285	LCS	1518 S Kemble St., 46613	0.14	LS	
286	LCS	1524 S Kemble St., 46613	0.20	LS	
287	LCS	1530 S Kemble St., 46613	0.19	LS	
288	LCS	1501 S Catalpa St., 46613	0.20	LS	
289	LCS	1502 S Kemble St., 46613	0.18	LS	
290	LCS	1509 S Catalpa St., 46613	0.16	LS	
291	LCS	1505 S Catalpa St., 46613	0.16	LS	
292	LCS	1517 S Catalpa St., 46613	0.15	LS	
293	LCS	1513 S Catalpa St., 46613	0.15	LS	
294	LCS	1521 S Catalpa St., 46613	0.16	LS	
295	LCS	1525 S Catalpa St., 46613	0.18	LS	
296	LCS	913 W Indiana St., 46613	0.13	LS	
297	LCS	909 W Indiana St., 46613	0.11	LS	
298	LCS	905 W Indiana St., 46613	0.10	LS	
299	LCS	901 W Indiana St., 46613	0.16	LS	
300	LCS	1502 S Catalpa St., 46613	0.14	LS	
301	LCS	1506 S Catalpa St., 46613	0.12	LS	
302	LCS	1514 S Catalpa St., 46613	0.12	LS	
303	LCS	1518 S Catalpa St., 46619	0.12	LS	
304	LCS	1526 S Catalpa St., 46613	0.14	LS	

305	LCS	1522 S Catalpa St., 46613	0.12	LS	
306	LCS	1501 S Chapin St., 46613	0.13	LS	
307	LCS	1505 S Chapin St., 46613	0.14	LS	
308	LCS	1509 S Chapin St., 46613	0.14	LS	
309	LCS	1517 S Chapin St., 46613	0.14	LS	
310	LCS	712 E Indiana St., 46613	0.12	LS	
311	LCS	1513 S Chapin St., 46613	0.14	LS	
312	LCS	1521 S Chapin St., 46613	0.15	LS	
313	LCS	1525 S Chapin St., 46613	0.16	LS	
314	LCS	1502 S Chapin St., 46613	0.14	LS	
315	LCS	1506 S Chapin St., 46613	0.14	LS	
316	LCS	1510 S Chapin St., 46613	0.13	LS	
317	LCS	1514 S Chapin St., 46613	0.14	LS	
318	LCS	1518 S Chapin St., 46613	0.13	LS	
319	LCS	1520 S Chapin St., 46613	0.13	LS	
320	LCS	1526 S Chapin St., 46613	0.17	LS	
321	LCS	1509 S Kendall St., 46613	0.06	LS	
322	LCS	1505 S Kendall St., 46613	0.14	LS	
323	LCS	1517 S Kendall St., 46613	0.12	LS	
324	LCS	1513 S Kendall St., 46613	0.13	LS	
325	LCS	1521 S Kendall St., 46613	0.13	LS	
326	LCS	1527 S Kendall St., 46613	0.16	LS	
327	LCS	817 W Indiana St., 46613	0.11	LS	
328	LCS	823 W Indiana St., 46613	0.14	LS	
329	LCS	434 S Warren St., 46619	0.13	LS	
330	LCS	813 W Indiana St., 46613	0.13	LS	
331	LCS	809 W Indiana St., 46613	0.14	LS	
332	LCS	807 W Indiana St., 46613	0.09	LS	
333	LCS	801 W Indiana St., 46613	0.19	LS	
334	LCS	725 W Indiana St., 46613	0.24	LS	
335	LCS	733 W Indiana St., 46613	0.12	LS	
336	LCS	729 W Indiana St., 46613	0.11	LS	
337	LCS	725 W Indiana St., 46613	0.15	LS	
338	LCS	1502 S Kendall St., 46613	0.11	LS	
339	LCS	1501 S Scott St., 46613	0.13	LS	

340	LCS	1506 S Kendall St., 46613	0.14	LS	
341	LCS	1501 S Taylor St., 46601	0.13	LS	
342	LCS	1510 S Kendall St., 46613	0.14	LS	
343	LCS	1505 S Scott St., 46613	0.11	LS	
344	LCS	1509 S Scott St., 46613	0.10	LS	
345	LCS	1514 S Scott St., 46613	0.14	LS	
346	LCS	1513 S Scott St., 46613	0.11	LS	
347	LCS	1518 S Kendall St., 46613	0.13	LS	
348	LCS	1521 S Scott St., 46613	0.11	LS	
349	LCS	1522 S Kendall St., 46613	0.14	LS	
350	LCS	1521 S Scott St., 46613	0.11	LS	
351	LCS	1521 S Scott St., 46613	0.13	LS	
352	LCS	1528 S Kendall St., 46613	0.16	LS	
353	LCS	721 W Indiana Ave., 46613	0.05	LS	
354	LCS	713 W Indiana Ave., 46613	0.09	LS	
355	LCS	709 W Indiana Ave., 46613	0.14	LS	
356	LCS	705 W Indiana Ave., 46613	0.12	LS	
357	LCS	701 W Indiana Ave., 46613	0.12	LS	
358	LCS	1502 S Scott St., 46613	0.13	LS	
359	LCS	1504 S Scott St., 46613	0.13	LS	
360	LCS	1508 S Scott St., 46613	0.12	LS	
361	LCS	1503 S Taylor St., 46613	0.13	LS	
362	LCS	1512 S Scott St., 46616	0.12	LS	
363	LCS	1505 S Taylor St., 46616	0.12	LS	
364	LCS	1507 S Taylor St., 46616	0.12	LS	
365	LCS	1514 S Scott St., 46616	0.12	LS	
366	LCS	1518 S Scott St., 46616	0.12	LS	
367	LCS	1519 S Taylor St., 46616	0.24	LS	
368	LCS	627 S Scott St., 46613	0.06	LS	
369	LCS	1520 S Scott St., 46616	0.04	LS	
370	LCS	627 W Indiana Ave., 46613	0.11	LS	
371	LCS	1524 S Scott St., 46616	0.06	LS	
372	LCS	621 W Indiana Ave., 46613	0.13	LS	
373	LCS	609 W Indiana Ave., 46613	0.13	LS	
374	LCS	201 E Calvert St., 46613	0.15	LS	

375	LCS	129 E Ohio St., 46616	0.08	LS	
376	LCS	1414 E High St., 46613	0.11	LS	
377	LCS	1514 S Dale St., 46613	0.08	LS	
378	LCS	210 E Broadway St., 46613	0.14	LS	
379	LCS	126 E Broadway St., 46618	0.10	LS	
380	LCS	522 S Haney St., 46613	0.15	LS	
381	LCS	1507 S High St., 46613	0.08	LS	
382	LCS	1511 SW High St., 46613	0.07	LS	
383	LCS	733 W Indiana St., 46613	0.08	LS	
384	LCS	1511 E Marietta St., 46601	0.07	LS	
385	LCS	1512 S Rush St., 46613	0.07	LS	
386	LCS	623 E Indiana Ave., 46613	0.12	LS	
387	LCS	126 W Indiana Ave., 46613	0.24	LS	
388	LCS	1615 S St. Joseph St., 46613	0.08	LS	
389	LCS	233 S Dubail St., 46613	0.10	LS	
390	LCS	222 S Dubail St., 46613	0.12	LS	
391	LCS	414 W Indiana St., 46613	0.11	LS	
392	LCS	220 S Dubail St., 46613	0.13	LS	
393	LCS	405 E Dubail St., 46616	0.13	LS	
394	LCS	403 E Dubail St., 46616	0.12	LS	
395	LCS	402 S Dubail St., 46613	0.13	LS	
396	LCS	306 S Dubail St., 46613	0.12	LS	
397	LCS	234 E Milton St., 46613	0.06	LS	
398	LCS	136 S Milton St., 46613	0.07	LS	
399	LCS	136 E Milton St., 46613	0.07	LS	
400	LCS	417 E Calvert St., 46613	0.10	LS	
401	LCS	411 E Calvert St., 46616	0.07	LS	
402	LCS	11911 S Fellows St., 46616	0.06	LS	
403	LCS	412 E Calvert St., 16616	0.10	LS	
404	LCS	408 E Calvert St., 46616	0.10	LS	
405	LCS	406 E Calvert St., 46616	0.10	LS	
406	LCS	406 SE Calvert St., 46616	0.15	LS	
407	LCS	302 E Calvert St., 46613	0.04	LS	
408	LCS	302 E Calvert St., 46613	0.11	LS	
409	LCS	1224 W Western Ave., 46619	0.06	LS	

410	LCS	533 S Chapin St., 46601	4.52	LS	
411	LCS	533 S Chapin St., 46601	0.11	LS	
412	LCS	726 S Fellows St., 46601	0.09	LS	
413	LCS	727 S Rush St., 46615	0.10	LS	
414	LCS	728 S Fellows St., 46613	0.05	LS	
415	LCS	728 S Fellows St., 46613	0.11	LS	
416	LCS	729 S Rush St., 46601	0.02	LS	
417	LCS	729 S Rush St., 46601	0.03	LS	
418	LCS	844 Rush St., 46616	0.02	LS	
419	LCS	865 S Clinton St., 46616	0.06	LS	
420	LCS	812 S Lafayette St., 46601	0.15	LS	
421	LCS	442 S Brookfield St., 46601	0.12	LS	
422	LCS	806 S Lafayette St., 46601	0.10	LS	
423	LCS	808 S Lafayette St., 46601	0.10	LS	
424	LCS	802 S Lafayette St., 46601	0.15	LS	
425	LCS	1224 W Western Ave., 46601	0.04	LS	
426	LCS	1302 W Western Ave., 46619	0.29	LS	
427	LCS	1302 W Western ALY, 46616	0.24	LS	
428	LCS	1302 W Western Ave., 46616	0.13	LS	
429	LCS	1242 W Western Ave., 46616	0.15	LS	
430	LCS	441 S Pulaski St., 46613	0.11	LS	
431	LCS	748 E Hawbaker St., 46613	0.46	LS	
432	LCS	S See Legal ALY, 46613	2.06	LS	
433	LCS	1528 S Kemble St., 46613	0.20	LS	
434	LCS	1510 S Catalpa St., 46613	0.11	LS	
435	LCS	206 S Dayton St., 46613	0.12	LS	
436	LCS	2647 S Williams St., 46613	0.23	LS	
437	LCS	1524 S Prairie Ave., 46613	0.13	LS	
438	LCS	910 S Lafayette St., 46613	0.12	LS	
439	LCS	901 S Lafayette St., 46613	0.43	LS	
440	LCS	1321 S Michigan St., 46613	0.15	LS	
441	LCS	910 S Lafayette St., 46613	0.12	LS	
442	LCS	912 S Lafayette Blvd., 46613	0.13	LS	
443	LCS	914 S Lafayette Blvd., 46613	0.13	LS	
444	LCS	916 S Lafayette Blvd., 46613	0.13	LS	

445	LCS	920 S Lafayette Blvd., 46613	0.10	LS	
446	LCS	924 S Lafayette Blvd., 46613	0.12	LS	
447	LCS	1718 S William St., 46613	0.12	LS	
448	LCS	1614 W Scott St., 46601	0.13	LS	
449	LCS	714 S Indiana St., 46613	0.11	LS	

TOTAL _____

Division C: East of the River

Item No.	Description	Property	Area (Acre)	Unit	Total Amount
450	LCS	1420 E Rockne St., 46617	0.10	LS	
451	LCS	1118 E Hill St., 46601	0.06	LS	
452	LCS	1455 N Rockne St., 46617	0.08	LS	
453	LCS	1151 E Miner St., 46617	0.11	LS	
454	LCS	1239 E Campeau St., 46617	0.16	LS	
455	LCS	1129 N Lawrence St., 46617	0.12	LS	
456	LCS	2402 N Rockne Dr., 46615	2.28	LS	
457	LCS	1128 E Wayne St., 46617	0.25	LS	
458	LCS	717 N Eddy St., 46617	0.13	LS	
459	LCS	803 N Notre Dame Ave., 46617	0.10	LS	
460	LCS	839 N South Bend Ave., 46617	0.10	LS	

TOTAL _____

Bidder (Firm): _____

Address: _____

City/State/Zip: _____ Telephone Number: () _____

By _____

(Signature)

(Printed Name of Person Signing)

CITY OF SOUTH BEND
MINORITY AND WOMEN BUSINESS ENTERPRISE DIVERSITY
DEVELOPMENT PROGRAM



FORM MWBE-2.1
MBE/WBE CONTACTED

This completed form should be supplied with Bids that pertain to City of South Bend Public Works Projects requiring contacted MBE/WBE to obtain Good Faith Efforts. It is the bidder's sole responsibility to verify whether any listed minority or woman business meets the qualifications of a Minority or Women's owned business.

PAGE _____ OF _____

Project Number: **(Number here)** _____ MBE/WBE Participation Goal _____

Project Name: **(Name here)** _____

Bidder: _____

By: _____
(Signature) (Title) (Date)

MBE/WBE Firm _____

Owner or Contact at MBE/WBE Firm _____

Telephone: _____ Fax: _____ Email: _____

TYPE OF WORK SOLICITED FOR THIS PROJECT:

RESULTS OF CONTACT WITH THE MBE/WBE FIRM:

MBE/WBE Firm _____

Owner or Contact at MBE/WBE Firm _____

Telephone: _____ Fax: _____ Email: _____

TYPE OF WORK SOLICITED FOR THIS PROJECT:

RESULTS OF CONTACT WITH THE MBE/WBE FIRM:

