

2013

DEPARTMENT OF PUBLIC WORKS



CITIZEN  
INFORMATION

HAVE A QUESTION?

# CUSTOMER SERVICE CENTER

DON'T KNOW WHO TO CALL?



# DEPARTMENT OF PUBLIC WORKS (DPW)

**Address:** 401 North Morton Street, Suite 130  
**Hours:** 8:00 AM – 5:00 PM Monday – Friday  
**Phone:** 349-3400  
**Email:** [public.works@bloomington.in.gov](mailto:public.works@bloomington.in.gov)

*The Department of Public Works is responsible for the development and maintenance of most of the infrastructure and public buildings owned by the City of Bloomington. There are eight (8) divisions administered by the department which will be discussed individually. DPW manages the following programs in addition to administering its division.*

## Capital Projects Program

- Roads
- Sidepaths
- Metropolitan Planning Organization

## New Customer Service Center

- Located in "Old" Parking Enforcement Office
- Provide Customer Service Relating To:
  - Economic and Sustainable Development
  - Engineering
  - Parking Enforcement
  - Public Works Divisions
  - GIS Maps & Itinerant Merchant Permits

## Interdepartmental Services

- Daily Municipal Building Operations
- Mail Service

## Board Program

- Board of Public Works
- Bicycle & Pedestrian Safety Commission
- Traffic Commission

## Community Bike/Pedestrian Enhancement Program

- Greenway Implementation
- Bike Boulevard Design & Construction
- Bike Lane Analysis & Installation

## Administrative Analysis & Implementation Program

- Development of Departmental Budgetary, Financial Analysis & Forecasting Plans
- Research & Implementation of Departmental Cost Reduction Plans
- Development & Review of Infrastructure Asset Management Plans

# ANIMAL CARE AND CONTROL

**Address:** 3410 South Walnut Street  
**Hours:** Noon – 5:00 PM Monday, Wednesday, Thursday, and Saturday  
Noon – 7:00 PM Tuesday and Friday  
1:00 PM – 4:00 PM Sunday (Adoptions ONLY)  
**Phone:** 349-3492  
**Email:** animal@bloomington.in.gov



*The Animal Care and Control Division is the primary provider of animal related services for Bloomington and Monroe County. Principal activities include sheltering stray and unwanted animals, maintaining a pet adoption program and enforcing animal control ordinances. Other ancillary services include investigation of cruelty and neglect cases, 24 hour emergency rescue for injured animals, and education programs.*

## Animal Shelter Operations

- Base for City and County Operations
- Handles and Cares for Approximately 4,000 Animals Annually

## Animal Control/Field Operations

- Enforcement of Title 7 Ordinance
- 24-Hour Animal Rescue Service
- Respond to 2,000 Calls Annually
- 3 Full Time Animal Control Officers

## Volunteer Coordination

- Program director recruits, trains, and schedules over 200 volunteers who assist shelter staff with direct animal care and clerical support

## Humane Education/Public Relations

- "Pets Without Partners" Television Show
- Off-site Adoption & Foster Programs
- Facility tours
- Animal Behavior Counseling

# ENGINEERING DEPARTMENT

**Address:** 401 North Morton Street, Suite 130  
**Hours:** 8:00 AM – 5:00 PM Monday - Friday  
**Phone:** 349-3400  
**Email:** [engineering@bloomington.in.gov](mailto:engineering@bloomington.in.gov)

*The Engineering Department is a division of DPW and is primarily responsible for designing and implementing capital projects, especially infrastructure projects for DPW. The following are the major programs of this division.*

## Capital Projects

- Design and Technical Analysis Services
- Project Inspection Services

## Traffic Engineering

- Technical Services for Traffic Calming Projects
- Counts for Current & Future Transportation Needs

## Sidewalks

- Sidewalk Technical Design and Analysis Services

## Addressing

- Assignment and Maintains Street Addresses
- Ensure Compliance with E-911 Address Committee

## Permit Administration

- Review & Compliance for Grading, and Street Cut Permits

## Erosion Control & Public Improvement Inspections

- Enforcement of City's Erosion Control Ordinance.
- Private Development Inspections



## SOUTH WALNUT STREETSCAPE PROJECT

# FACILITIES

**Address:** 401 North Morton Street, Suite 130  
**Hours:** 7:00 AM – 4:00 PM Monday – Friday  
**Phone:** 349-3400

*Facilities is a division of DPW and is primarily responsible for the maintenance, repair, and monitoring of City Hall, all DPW facilities, Police and Fire Stations. The following are the major programs of this division.*



## Maintenance

- City Hall
- DPW Facilities
- Police & Fire Stations

## Systems

- Heating & Cooling
- Security
- Communications
- Electrical

## Downtown

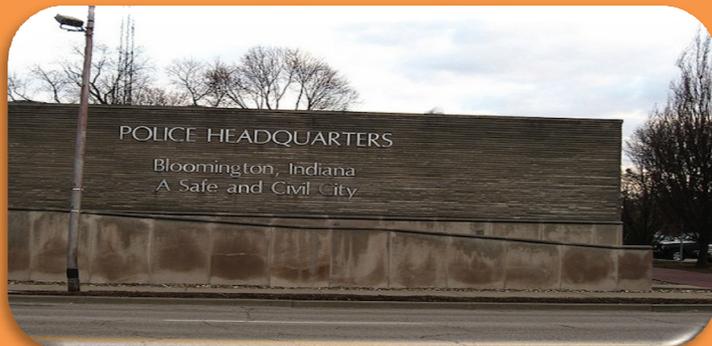
- Downtown Specialist
- 5 Day Work Schedule (Includes Weekends)
- Trash Removal
- Troubleshoot & Report Necessary Repairs to Appropriate Department

## Graffiti

- Removal Services
- Downtown Core Area, B-Line & Visible Areas

## LEED

- Green Building Ordinance Compliance
- LEED Certification Program
- Goal: Obtain LEED Certification Silver Rating for all Existing Buildings



# FLEET MAINTENANCE

**Address:** 800 East Miller Drive  
**Hours:** 6:30 AM – 3:30 PM Monday - Friday  
**Phone:** 349-3494



*The Fleet Maintenance Division is responsible for the maintenance and repair of city-owned vehicles and pieces of equipment. This division is not often in the public eye, but the services they provide enable all the other departments to perform many of their services.*

## Departmental Operations

- Maintains 500 Vehicles
- 24-Hour Mechanical Service During Adverse Weather Conditions
- 2 Fueling Sites-1969 S Henderson St & 345 S Adams St

## Inventory

- Fully Stocked Inventory Department for All Vehicles and Equipment

## Maintenance & Repair

- Customized Preventative Maintenance Schedule for All City Vehicles and Equipment to Ensure Maximum Life Expectancy & Fuel Economy
- 24-Hour Mechanical Staff Rotation for Emergency Repair Situations

# PARKING ENFORCEMENT

**Address:** 401 North Morton Street, Suite 120  
**Hours:** 8:00 AM – 4:45 PM Monday - Friday  
**Phone:** 349-3400  
**Email:** [parking@bloomington.in.gov](mailto:parking@bloomington.in.gov)

*The Parking Enforcement Division is another highly visible division of DPW. This division is responsible for administration of all public parking lots and for enforcement of all parking regulations in the City. Specific programs are listed below.*

## Park Downtown



### On-Street Parking Meters

- Coins-\$.25 per 15 Minutes
- Credit Cards
- Debit Cards
- 1-Hour Minimum Purchase is Required on MasterCard, Visa and Discover Transactions

### Parking Garages

- 4th Street Garage
- Morton Street Garage
- Walnut Street Garage

### Neighborhood Permits

- 10 Neighborhood Permit Zones
- \$25.00 Permit Fee
- Permits Expire August 15th

### Parking Lots

- 4th and Dunn
- 4th and Washington
- 6th and Lincoln
- 3rd and Washington

# SANITATION DEPARTMENT

**Address:** 3406 South Walnut Street  
**Hours:** 5:30 AM – 2:30 PM Monday - Thursday  
**Phone:** 349-3443  
**Email:** sanitation@bloomington.in.gov

*The Sanitation Department is responsible for the collection and disposal of refuse, recycling and yard waste for all single-family residential properties within the corporate limits. The department services approximately 9,000 household with the following programs.*



Reduce Reuse Recycle



## Trash

- Pay-As-You-Throw
- Weekly Curbside Collection
- \$2 Yellow Trash Tag

## Recycling

- Free Curbside Collection
- Bi-weekly Collection
- 2 Sort Requirement

## Yard Waste

- Collected on Recycling Day
- March through Mid January
- \$1 Green Yard Waste Tag

## Large Item

- Weekly Curbside Collection
- Monthly Appliance Collection
- 2-\$2 Yellow Trash Tags

## Downtown Clean Up

- Trash Can Removal
- Big Belly Compactors
- Street Debris Removal

# STREET DEPARTMENT

**Address:** 1981 South Henderson Street  
**Hours:** 7:30 AM – 3:30 PM Monday – Friday (Hours vary by season)  
**Phone:** 349-3448



One Department

Multiple Services

Alleys

Maintain  
Repair

Support

Signage  
Striping

Lights

Maintain  
Repair

Signals

80 Signals  
LED Bulbs

Mowing

Edge Lines

Leafing

Vacuum  
Collection

Schools

9 Flashers  
2 Feed Back

Markings

Crosswalks  
Bike Lanes

Signs

3,000  
Signs

Snow

Streets  
Sidepaths

Concrete

Repair  
Construct

Paving

241 Miles

Trees

Maintain  
in ROW

Sweeping

2X Year