

AGENDA
REDEVELOPMENT COMMISSION
McCloskey Conference Room
January 21, 2020
5:00 p.m.

- I. ROLL CALL**
- II. READING OF THE MINUTES** –January 6, 2020
- III. EXAMINATION OF CLAIMS** –January 10, 2020 for \$28,729.91
- IV. EXAMINATION OF PAYROLL REGISTERS**–January 3, 2020 for \$31,920.22
- V. REPORT OF OFFICERS AND COMMITTEES**
 - A. Director’s Report
 - B. Legal Report
 - C. Treasurer’s Report
 - D. Business Development Updates
- VI. NEW BUSINESS**
 - A. Resolution 20-04: Project Review Form for Rogers/Henderson/Winslow Multiuse Path Project.
 - B. Resolution 20-05: Approval of Amendment to CORE Planning Contract
- VII. BUSINESS/GENERAL DISCUSSION**
- IX. ADJOURNMENT**

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call [812-349-3429](tel:812-349-3429) or e-mail human.rights@bloomington.in.gov.

THE REDEVELOPMENT COMMISSION OF THE CITY OF BLOOMINGTON, INDIANA MET on Monday, January 6, 2020, at 5:00 p.m. in the Showers City Hall, McCloskey Conference Room, 401 North Morton Street, with Don Griffin, presiding.

I. ROLL CALL

Commissioners Present: Don Griffin, Sue Sgambelluri, David Walter, and Cindy Kinnarney

Commissioners Absent: Eric Sandweiss and Sue Wanzer

Staff Present: Doris Sims, Director; Housing and Neighborhood Development (HAND); Christina Finley, Financial Specialist, HAND

Others Present: Jeff Underwood, Controller; Larry Allen, Attorney; Roy Aten, Senior Project Manager, Planning & Transportation

- II. READING OF THE MINUTES** – Sue Sgambelluri moved to approve the December 16, 2019 minutes. David Walter seconded the motion. The board unanimously approved.
- III. EXAMINATION OF CLAIMS** – David Walter moved to approve the claim register for December 27, 2019, for \$3,825,435.42. Sue Sgambelluri seconded the motion. The board unanimously approved.
- IV. EXAMINATION OF PAYROLL REGISTERS** – Sue Sgambelluri moved to approve the payroll register for December 20, 2019, for \$31,170.15. David Walter seconded the motion. The board unanimously approved.
- V. REPORT OF OFFICERS AND COMMITTEES**
- A.** Director’s Report. Doris Sims was available to answer questions.
- B.** Legal Report. Larry Allen was available to answer questions.
- C.** Treasurer’s Report. Jeff Underwood reported the Kiln purchase agreement was finalized and signed on December 31, 2019. The final purchase price was \$50,000. Larry Allen stated the agreement includes a 10-year use restriction and a provision that requires written permission from the RDC to sign the agreement to another entity.
- D.** Business Development Updates. Jeff Underwood reported continued work on the Showers Administration Building. He hopes to have an agreement in the first quarter of this year.
- VI. NEW BUSINESS**
- A.** Election of Officers: Sue Sgambelluri nominated Don Griffin for President. David Walter seconded the nomination. The board unanimously approved.
- Don Griffin nominated David Walter for Vice President. Sue Sgambelluri seconded the nomination. The board unanimously approved.
- David Walter nominated Cindy Kinnarney for Secretary. Sue Sgambelluri seconded the nomination. The board unanimously approved.
- B.** Resolution 20-01: Approval of 2020 RDC Meeting Schedule. An amended meeting schedule was sent to the commissioner’s before the commission meeting.
- Don Griffin asked for public comment. There were no comments from the public.

Sue Sgambelluri moved to approve Resolution 20-01 as amended. David Walter seconded the motion. The board unanimously approved.

- C. Resolution 20-02: Approval of Maintenance Funds for RDC Properties. Jeff Underwood stated that maintenance for RDC owned properties shall be funded from the 444 account, which is where rent has been deposited from RDC owned properties. He said maintenance costs more than \$5,000 must be pre-approved by the RDC. In the event that a utility bill exceeds \$2,500, HAND staff will inform the RDC at its next scheduled meeting. Also, the controller may not directly pay or reimburse for expenditures totaling more than \$100,000 without RDC approval.

Don Griffin asked for public comment. There were no comments from the public.

Sue Sgambelluri moved to approve Resolution 20-02. Cindy Kinnarney seconded the motion. The board unanimously approved.

- D. Resolution 20-03: Approval of First Amendment to Inspection Contract for 2nd Street/Bloomfield Road Multimodal Improvements. Larry Allen stated prior to the meeting he was notified by Planning & Transportation that the funding deadline needed to be extended. The resolution was amended prior to the meeting, to extend the funding deadline through December 31, 2020, to allow time for invoicing.

Roy Aten stated during the course of construction for the 2nd Street/Bloomfield Road Multimodal Improvements, there were a couple of delays that were inherited in the project. The delays caused the inspection contract to run longer than anticipated. The requested amendment is for an additional \$18,434.29 to pay the inspection company for their services through closeout of the project.

David Walter moved to approve Resolution 20-03. Sue Sgambelluri seconded the motion. The board unanimously approved.

E. BUSINESS/GENERAL DISCUSSION

Jeff Underwood stated Don Griffin will be the RDC representative on the Bloomington Hospital Technical Review Committee. He said a Request for Information from master planners was sent out, and 23 responses were received. Underwood said the responses have been narrowed down to eight firms, which will be brought in for interviews.

Doris Sims stated nine proposals were received for housing development projects on the property located at 1730 South Walnut. Staff has reviewed the proposals and will seek more information about the proposal from four of the companies.

F. ADJOURNMENT

President

Secretary

Date

**20-04
RESOLUTION
OF THE
REDEVELOPMENT COMMISSION
OF THE
CITY OF BLOOMINGTON, INDIANA**

**APPROVAL OF PROJECT REVIEW AND APPROVAL FORM FOR
ROGERS/HENDERSON/WINSLOW MULTIUSE PATH PROJECT**

WHEREAS, the City of Bloomington (“City”) has brought the Redevelopment Commission a Project Review & Approval Form (“Form”), which seeks the support of the RDC fund a project to construct and improve multiuse paths along Rogers, Henderson, and Winslow Streets (“Project”); and

WHEREAS, a copy of the Form is attached to this Resolution as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF BLOOMINGTON, INDIANA, THAT:

1. The Redevelopment Commission finds that the Project has a valid public purpose, will serve the Consolidated TIF, and approves the Project.
2. The expenditure of funds is not approved by this Resolution. Funding will be approved at a later date when the Project Manager brings a Contract or Contracts that have been prepared after complying with the appropriate City procurement process for the Project.

BLOOMINGTON REDEVELOPMENT COMMISSION

Donald Griffin, President

ATTEST:

Cindy Kinnarney, Secretary

Date

City of Bloomington
Redevelopment Commission
Project Review & Approval Form

Please Note:

- Approval of the project by the Redevelopment Commission through this Project Review & Approval Form does not represent an authorization to begin work or expend funds.
- Authorization of work and the commitment of funds shall be done when the Redevelopment Commission reviews and approves: (1) a Purchase Order or Contract prepared after complying with the appropriate procurement process for the type of item, service or construction being sought and (2) the estimated costs associated with the Purchase Order or Contract.
- No payment of funds shall be made without a duly authorized and approved Purchase Order or Contract. All claims for payment against a duly authorized Purchase Order or Contract shall be submitted to the Redevelopment Commission for their review and approval along with any required departmental inspections, reviews and approvals prior to the payment of any funds.

To Be Completed by Requesting Party:

Project Name: Rogers/Henderson/Winslow Multiuse Path Project

Project Manager: Neil Kopper

Project Description:

This project will construct new multiuse path along the north side of Rogers Road from High Street to The Stands Drive, the east side of Henderson Street from Winslow Road to Hillside Drive, and the north side of Winslow Road from Henderson Street to Highland Avenue. The project also includes multiple improved crosswalks to facilitate crossings of these streets in order to access the paths.

This project implements elements of numerous adopted City plans and has been prioritized for federal funding by the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO). The facilities constructed by this project will provide numerous connections between residents, businesses, transit routes, schools, and other existing transportation infrastructure.

Under Indiana Code § 36-7-14-39(J), this Project will serve the Consolidated TIF's allocation area (Walnut-Winslow Area) by improving connectivity along the West 2nd Street / West Bloomfield Road Corridor, improving access to the Bloomfield Road, Adams Crossing, Thomson, and Downtown portions of the Consolidated TIF, which increases the potential for additional development in those areas.

Project Timeline:

Start Date: March 1, 2017
End Date: December 31, 2021

Financial Information:

Estimated full cost of project:	\$4,530,872.19
Sources of funds:	
Federal Funding	\$2,392,934 ¹
2016 G.O. Bond D	\$966,500
Planning & Transportation 2019 Budget	\$340,594
City of Bloomington Utilities	\$141,310.09 (approximate)
Consolidated TIF	\$689,534.10 (approximate)

Project Phases: This breakdown should mirror the contract(s) expected to be issued for this project. Each phase should include a description of the work to be performed, the cost, and the timeline for the contract.

Step	Description	Estimated Cost	Estimated Timeline
1	Preliminary Engineering	\$704,805	3/2017 – 12/2020
2	Right-of-Way Acquisition	\$319,290	2019
3	Tree Clearing	\$21,304	2019
4	Lighting	\$21,737.67	2020
5	Construction	\$3,131,235.52	4/2020 – 11/2020
6	Construction Engineering	\$332,500	4/2020 – 6/2021

TIF District: Consolidated TIF (Walnut-Winslow Area)

Resolution History: 20-04 Approval of Project Review and Approval Form

To Be Completed by Redevelopment Commission Staff:

Approved on _____

By Resolution _____ by a vote of _____

¹ INDOT administers the distribution of federal funding to local transportation projects.

20-05
RESOLUTION OF THE
REDEVELOPMENT COMMISSION
OF THE CITY OF BLOOMINGTON, INDIANA

APPROVAL OF ADDENDUM TO CONTRACT WITH CORE PLANNING STRATEGIES
GARAGE CONSULTANT SERVICES

- WHEREAS, the City of Bloomington Redevelopment Commission (“RDC”) approved a Project Review & Approval Form (“Form”), to hire consultant to consult for the City on the Fourth Street and Trades District Parking Garages (“Project”) in Resolution 18-45; and
- WHEREAS, in Resolution 18-46, the RDC approved an Agreement with CORE Planning Strategies, LLC (CORE), to provide the consultant services for an amount not to exceed Two Hundred Thousand Dollars (\$200,000.00) (“Agreement”); and
- WHEREAS, City Staff and CORE believe it is in the best interest of the Project to add additional time and services including continued coordination and consulting on the Project, environmental and engineering, and ParkSmart management to the scope of the contract (“Additional Services”); and
- WHEREAS, the cost for these Additional Services shall not exceed Two Hundred Ninety-Nine Thousand Seventy Dollars (\$299,070.00), for a total contract amount not to exceed Four Hundred Ninety-Nine Thousand Seventy Dollars (\$499,070.00); and
- WHEREAS, the RDC approved an Amended Form to include the additional time and expense in Resolution 19-105; and
- WHEREAS, attached to this Resolution as Exhibit A is the signed addendum to the Agreement for the Additional Services; and
- WHEREAS, there are sufficient funds in the Consolidated TIF and the 2019 TIF Revenue Bonds to pay for the Additional Services; and
- WHEREAS, City staff have brought an Amended Project Review & Approval Form for the RDC’s consideration, which is attached to this Resolution as Exhibit B;

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE CITY OF BLOOMINGTON, INDIANA, THAT:

1. The Redevelopment Commission reiterates that the Project has a valid public purpose, and approves the Project.
2. The Redevelopment Commission hereby approves the Addendum to the Agreement attached to this Resolution as Exhibit A, and authorizes funding for the Additional Services in amount not to exceed an additional Two Hundred Ninety-Nine Thousand Seventy Dollars (\$299,070.00), for a total contract amount not to exceed Four Hundred Ninety-Nine Thousand Seventy Dollars (\$499,070.00). Funding for this Agreement and Addendum shall

be taken from the Consolidated TIF and/or the 2019 TIF Revenue Bonds, pursuant to the Commission and City of Bloomington's normal acquisition procedures.

3. Pursuant to the terms of the Addendum, the RDC also approves the extension of the agreement through March 31, 2021.

BLOOMINGTON REDEVELOPMENT COMMISSION

Donald Griffin, President

ATTEST:

Cindy Kinnarney, Secretary

Date

Resolution 20-05

EXHIBIT A

**FIRST ADDENDUM TO AGREEMENT BETWEEN CITY OF BLOOMINGTON
REDEVELOPMENT COMMISSION AND
CORE PLANNING STRATEGIES, INC.**

This First Addendum supplements the Agreement for Design Services between the City of Bloomington Redevelopment Commission (“RDC”) and CORE Planning Strategies, Inc., (“CORE”) (“Agreement”) executed on September 17, 2018, as follows:

1. Pursuant to Section 1.15.1, additional services and fees may be agreed to by the parties in writing. The RDC and CORE believe it is in the best interest of the project to add certain services to the Agreement (“Additional Services”). These Additional Services are specified in Exhibit 1, which is attached to this Addendum and incorporated herein.
2. Section 1.11 stated that Phase 2 of the Project would begin in January 2019 and last through May 2020. That section shall be amended include an extension of ten (10) months as follows: “Phase 2: Design/Construction: January 2019 – March 2021”
3. Scope of Services: Section 1.14 of the Agreement shall be amended to add the following subsection:

1.14.2 Additional Services Compensation

- A. The CORE Planning Strategies Fee will Increase due to extended project schedule and additional project complexities. The current contract reflects a completion of May 2020. Since this project will extend beyond the original completion date, additional services will be invoiced by month.
 - a. \$8,770 for 10 additional months for a total of \$60,220. (June 2020 – March 2021)
 - b. \$2,500 Additional fee for 16 months due to project complexities for a total of \$40,000.
 - c. GRAND TOTAL of INCREASE: \$100,220.00
 - d. Reimbursables expenses such as mileage, etc. apply to this scope of work and will not exceed \$5,000.
- B. Reimbursable Expenses shall increase to provide specialty consulting services requested by the City of Bloomington:
 - a. Facility Commissioning Group (FCG): As a consultant to CORE Planning Strategies, FCG will provide Commissioning and Verification + Enhanced System Commissioning for Parksmart Version 1.0 compliance (achieving 8 Parksmart points) for \$41,500.00 at the 4th Street Garage Project.
 - i. This is proposed as a fixed fee and will be invoiced as work is completed.
 - ii. An additional 10% fee by CORE Planning Strategies (per paragraph 1.14.1) will be applied to all invoices for a total of \$4,150.00.
 - iii. All terms and conditions listed in the attached subconsultant proposal apply to this agreement with the City of Bloomington.

- iv. If Enhanced Commissioning is not required, a (\$8,200) deduct can be applied.
 - v. Refer to the attached subconsultant agreement for additional details.
 - vi. All mileage reimbursables apply to this scope of work and will not exceed \$1,500.
- b. Patriot Engineering and Environmental (Patriot): As a consultant to CORE Planning Strategies, Patriot will provide construction material testing and inspection services for the 4th Street Garage Project will be approximately \$132,000.00.
- i. This is proposed as a time and material contract and will be invoiced as work is completed per the schedule (proposal attached).
 - ii. An additional 10% fee by CORE Planning Strategies (per paragraph 1.14.1) will be applied to all invoices for a total of \$13,200.00.
 - iii. All terms and conditions listed in the attached subconsultant proposal apply to this agreement with the City of Bloomington.
 - iv. Due to the technical nature of this work, the CORE Planning Strategies and Patriot companies mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their services under this Agreement, to the extent that each party is responsible for such damages, liabilities and costs on a comparative basis of fault.
 - v. Refer to the attached subconsultant agreement for additional details.
 - vi. All mileage reimbursables apply to this scope of work and will not exceed \$1,500.
4. Compensation: The RDC shall pay CORE an amount not to exceed \$299,070.00 for the Additional Services. Any unused amount attributed in Exhibit 1 to an allowance or alternate shall remain with the RDC.
5. In all other respects, the Agreement shall remain in effect as originally written.

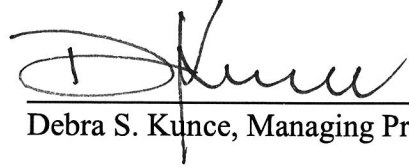
[Signature Page Follows]

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed the day and year last written below:

CITY OF BLOOMINGTON

CORE PLANNING STRATEGIES, LLC

Philippa Guthrie, Corporation Counsel



Debra S. Kunce, Managing Principal

Date

Date

BLOOMINGTON REDEVELOPMENT COMMISSION

Donald Griffin, President

ATTEST:

Mary Alice Rickert, Secretary

Date

CITY OF BLOOMINGTON
REDEVELOPMENT COMMISSION
AMENDED PROJECT REVIEW & APPROVAL FORM

Please Note:

- Approval of the project by the Redevelopment Commission through this Project Review & Approval Form does not represent an authorization to begin work or expend funds.
- Authorization of work and the commitment of funds shall be done when the Redevelopment Commission reviews and approves: (1) a Purchase Order or Contract prepared after complying with the appropriate procurement process for the type of item, service or construction being sought and (2) the estimated costs associated with the Purchase Order or Contract.
- No payment of funds shall be made without a duly authorized and approved Purchase Order or Contract. All claims for payment against a duly authorized Purchase Order or Contract shall be submitted to the Redevelopment Commission for their review and approval along with any required departmental inspections, reviews and approvals prior to the payment of any funds.

To Be Completed by Requesting Party:

Project Name: **4th Street and Trades District Garages**

Project Manager: Jeff Underwood, Controller

Project Description: This is a project is to retain the services of a project manager and consultant to assist with the construction of the new 4th Street Parking Garage and the Trades District Parking Garage. The Contract also includes environmental and engineering services, and ParkSmart Certification management.

Project Timeline:

Start Date: August 2018

End Date: **March 2021**

Financial Information:

Estimated full cost of project:	\$499,070
Sources of funds:	Consolidated TIF / 2019 TIF Bond

Project Phases: This breakdown should mirror the contract(s) expected to be issued for this project. Each phase should include a description of the work to be performed, the cost, and the timeline for the contract.

Step	Description	Quoted Cost	Timeline
1.	Consultant – Pre-Design	\$36,800	Aug. 2018 – Feb. 2019
2.	Conceptual Design and Expenses	\$8,000	Feb. 2019
3.	Due Diligence, Site Surveys, and Technical/Environmental Studies	\$156,000	Dec 2019 – Mar. 2021
4.	Design/Construction (Includes Reimbursable Expenses)	\$140,900 \$251,120	Feb. 2019 – Mar. 2021
5.	ParkSmart Consultant and Management	\$47,150	Dec. 2019 – Mar. 2021

TIF District: Consolidated TIF (Downtown)/2019 TIF Bond

Resolution History: 18-45: Approval of Project Review and Approval Form
 18-46: Approval of Agreement with CORE Planning Strategies
 19-106: Amended Project Review and Approval Form
20-05: Approval of Addendum for Additional Services

To Be Completed by Redevelopment Commission Staff:

Approved on _____

By Resolution _____ by a vote of _____