

1 **BILL NO. S-22-07-01**

2 **SPECIAL ORDINANCE NO. S-91-22**

3  
4 **AN ORDINANCE** approving the awarding of ITB #4376 -  
5 SERVICE AGREEMENT – CLEAN-UPS FOR  
6 NEIGHBORHOOD CODE - (\$220,000.00) between YARD  
7 JOBS INC. and the City of Fort Wayne, Indiana, by and  
8 through its Purchasing Department.

9 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE**  
10 **CITY OF FORT WAYNE, INDIANA;**

11 **SECTION 1.** That ITB #4376 - SERVICE AGREEMENT – CLEAN-UPS FOR  
12 NEIGHBORHOOD CODE - (\$220,000.00) between YARD JOBS INC. and the City of Fort  
13 Wayne, Indiana, by and through its Purchasing Department, is hereby ratified, and affirmed  
14 and approved in all respects, respectfully for:


15 All labor, insurance, material, equipment, tools, power, transportation,  
16 miscellaneous equipment, etc., necessary for CLEANING UP TRASH AND  
17 DEBRIS AND FILLING CISTERNS;

18 involving a total cost of TWO HUNDRED TWENTY THOUSAND AND 00/100 DOLLARS –  
19 (\$220,000.00) all as more particularly set forth in said ITB #4376 - SERVICE  
20 AGREEMENT – CLEAN-UPS FOR NEIGHBORHOOD CODE which is on file in the  
21 Department of Purchasing, and is by reference incorporated herein, made a part hereof,  
22 and is hereby in all things ratified, confirmed and approved.

23 **SECTION 2.** That this Ordinance shall be in full force and effect from and after its  
24 passage and any and all necessary approval by the Mayor.

25   
26 Council Member

27 APPROVED AS TO FORM AND LEGALITY

28   
29 Malak Heiny, City Attorney  
30



RC# 21240001

December 8, 2020

Mr. Monty Sorg [yardjobs@yahoo.com](mailto:yardjobs@yahoo.com)  
Yard Jobs, Inc.  
4961 N. Old Fort Wayne Rd.  
Huntington, IN 46750

Dear Mr. Sorg:

Subject: ITB# 4376 – Annual Requirements for Clean-ups for the Neighborhood Code Compliance Department

The City of Fort Wayne's Purchasing Department would like to extend the above subject contract from January 1, 2021 to December 31, 2021 at the existing pricing and specifications with the following exceptions:

- Cubic yard of brush increased from \$25.00 to \$35.00
- Cubic yard of limbs and logs from \$25.00 to \$35.00
- Cubic yard of general refuse/garbage from \$49.00 to \$59.00

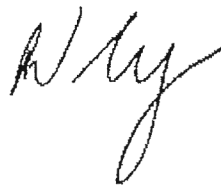
Please indicate your concurrence by signing below and faxing this letter to my attention at 260-427-1393 or email [gayle.cooper@cityoffortwayne.org](mailto:gayle.cooper@cityoffortwayne.org) as soon as possible.

If this extension is accepted for this commodity, a purchase order will be issued.

Should you have any questions, please do not hesitate to contact our office at 260-427-1376.

Sincerely,

Yard Jobs, Inc.



Gayle Cooper

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date



COMMUNITY DEVELOPMENT

Neighborhood Code

Engage • Innovate • Perform

City of Fort Wayne  
Community Development  
200 East Berry Street, Suite 320  
Fort Wayne IN 46802  
260.427.1127

[fwcommunitydevelopment.org](http://fwcommunitydevelopment.org)

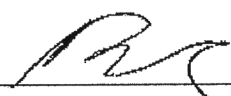
## COVID 19 ADDENDUM TO CONTRACT

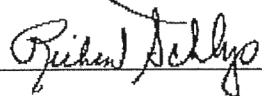
This document is in reference to an Invitation to Bid ("ITB") #4376, awarded to Yard Jobs Inc., 4961 North Old Fort Wayne Rd, Huntington, Indiana 46750 ("Contractor") by Neighborhood Code Compliance ("NCC"), (collectively referred to as "Parties").

BE IT KNOWN that the undersigned Parties, for good consideration, agree to make the following revisions outlined below effective immediately until a determined future date due to the COVID 19 pandemic. Termination of Addendum will be a result of the end of the pandemic or any other cause to revert back to original contract. These revisions shall be valid as if part of the original ITB and Contract between Parties.

Minimum charge for all clean-ups under (1) cubic yard to be invoiced as one (1) cubic yard.

No other terms or conditions of the original ITB or Contract are negated or changed as a result of this addendum.

Contractor Signature: 

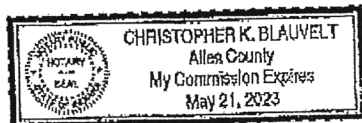
NCC Representative Signature: 

Date: 5-13-20

Subscribed and sworn before me, a Notary public, in and for said County of Allen and State of Indiana this 13<sup>th</sup> day of May 2020.

  
Notary Public

My commission expires: 5-21-23. I reside in Allen County, Indiana.



An Equal Opportunity Employer



SERVICE AGREEMENT: ITB# 4376

SUPPLIER NAME Yard Jobs Inc.		CITY DEPARTMENT Neighborhood Code Compliance	
STREET ADDRESS 4961 N Old Fort Wayne Rd		STREET ADDRESS 200 E Berry, St. Suite 320	
CITY, STATE, ZIP CODE Huntington, IN 46750		CITY, STATE, ZIP CODE Fort Wayne, IN 46802	
ATTENTION		INVOICE ADDRESS	
TELEPHONE	FAX	CITY, STATE, ZIP CODE	
REMIT-TO ADDRESS		ATTENTION	
CITY, STATE, ZIP CODE		TELEPHONE	FAX

Service Description	Rates
Per ITB# 4376 -Clean-Ups for Neighborhood Code	\$95,000
<b>Aggregate Price</b>	

The following is made a part of this Agreement:

SERVICE ADDRESS
CITY, STATE, ZIP CODE
AGREEMENT START DATE January 1, 2021
AGREEMENT END DATE December 31, 2021

This Agreement is entered into between Supplier and the City. The additional terms and conditions on the reverse side hereof are part of this Agreement. Capitalized terms on this page are used as defined terms when the context so requires. The City may extend the Contract at its option, for an equivalent period, by written notice to the Supplier not less than thirty days prior to the expiration date.

SUPPLIER:	City of Fort Wayne
By (Signature): <i>Marty Sarg</i>	By (Signature): <i>Steve Gillette</i>
Printed Name: Marty Sarg	Printed Name: Steve Gillette
Title: owner	Title: Purchasing Director
Date: 12-22-20	Date: 12/23/20
FEDERAL TAX ID NUMBER: 80-0106762	



CITY OF FORT WAYNE, INDIANA

Yard Jobs, Inc.  
(Vendor Name)

**VENDOR DISCLOSURE STATEMENT RELATING TO:**

1. **FINANCIAL INTERESTS;**
2. **POTENTIAL CONFLICTS OF INTEREST;**
3. **CURRENT AND PENDING CONTRACTS OR PROCUREMENTS**

Vendors desiring to enter into certain contracts with the City of Fort Wayne, Indiana (the "City") shall disclose their financial interests, potential conflicts of interest and current and pending contract or procurement information as set forth below.

The following disclosures by Vendors are required for all contracts with annual payments by the City in the amount of \$50,000 or more. Vendors shall disclose their financial interests, potential conflicts of interest and other contract and procurement information identified in Sections 1, 2 and 3 below as a prerequisite for consideration for a contract awarded by the City. This Disclosure Statement must be completed and submitted together with the Vendor's contract, bid, proposal or offer.

A publicly traded entity may submit its current 10K disclosure filing in satisfaction of the disclosure requirements set forth in Sections 1 and 2 below.

**Section 1: Disclosure of Financial Interest in Vendor**

a. If any individuals have either of the following financial interests in Vendor (or its parent), please check all that apply and provide their names and addresses (attach additional pages as necessary):

- (i) Equity ownership exceeding 5%
- (ii) Distributable income share exceeding 5%
- (iii) Not Applicable (If N/A, go to Section 2)

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

b. For each individual listed in Section 1a, show his/her type of equity ownership:

sole proprietorship  stock   
partnership interest  units (LLC)   
other (explain) \_\_\_\_\_

c. For each individual listed in Section 1a, show the percentage of ownership interest in Vendor (or its parent):  
ownership interest:

Name: \_\_\_\_\_ %

Name: \_\_\_\_\_ %

**Section 2: Disclosure of Potential Conflicts of Interest (not applicable for vendors who file a 10K)**

For each individual listed in Section 1a, check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If "Yes", please describe using space under applicable subsection (attach additional pages as necessary):

- a. City employment, currently or in the previous 3 years, including contractual employment for services:  
Yes  No

NCC - mowing NCC  
NCC - clean-ups

- b. City employment of "Member of Immediate Family" (defined herein as: Spouse, Child, Step Child, Parent or Step Parent, Father-in-law or Mother-in-law, Brother or Sister, Step Brother or Step Sister, Half Brother or Half Sister, Brother-in-law or Sister-in-law, Son-in-law or Daughter-in-law, Grandparent or Step Grandparent, Grandparent or Step Grandparent of Spouse, Grandchild)  
Including contractual employment for services in the previous 3 years:  
Yes  No

- c. Relationship to Member of Immediate Family holding elective City office currently or in the previous 3 years:  
Yes  No

**Section 3: DISCLOSURE OF OTHER CONTRACT AND PROCUREMENT RELATED INFORMATION**

- a. Does Vendor have current contracts (including leases) with the City? Yes  No

If "Yes", identify each current contract with descriptive information including purchase order or contract reference number, contract date and City contact below (attach additional pages as necessary).

Property Maintenance mowing

- b. Does Vendor have pending contracts (including leases), bids, proposals, or other pending procurement relationship with the City? Yes  No

If "Yes", identify each pending matter with descriptive information including bid or project number, contract date and City contact using space below (attach additional pages as necessary).

\_\_\_\_\_  
\_\_\_\_\_

c. Does vendor have any existing employees that are also employed by the City of Fort Wayne?

Yes \_\_\_\_\_ No

If "Yes", provide the employee's name, current position held at vendor, and employment payment terms (hourly, salaried, commissioned, etc.).

Name / Position / Payment Terms:

Name / Position / Payment Terms:

Name / Position / Payment Terms:

d. Does vendor's representative, agent, broker, dealer or distributor (if applicable) have any existing employees that are also employed by the City of Fort Wayne? For each instance, please provide the name of the representative, agent, broker, dealer or distributor; the name of the City employee, and the payment terms (hourly, salaried, commissioned, etc.).

Company / Name / Payment Terms: \_\_\_\_\_

Company / Name / Payment Terms: \_\_\_\_\_

**Section 4: CERTIFICATION OF DISCLOSURES**

In connection with the disclosures contained in Sections 1, 2 and 3 Vendor hereby certifies that, except as described in attached Schedule A:

- a. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, been debarred, suspended, proposed for debarment declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. No officer or director of Vendor (or its parent) or individual listed in Section 1a. is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offense;
- c. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, had one or more public transactions (federal, state or local) terminated for cause or default;
- d. No officer or director of Vendor (or its parent) or individual listed in Section 1a. has, within the five (5) year period preceding the date of this Disclosure Statement, been convicted, adjudged guilty, or found liable in any criminal or civil action instituted by the City, the federal or state government or any other unit of local government; and
- e. Neither Vendor, nor its parent, nor any affiliated entity of Vendor, or any of their respective officers, directors, or individuals listed in Section 1a. is barred from contracting with any unit of any federal, state or local government as a result of engaging in or being convicted of: (i) bid-rigging; (ii) bid-rotating; or (iii) any similar federal or state offense that contains the same





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/04/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CARPER-KOEPPE INSURANCE, INC. PO BOX 123 HAMILTON IN 46742	CONTACT NAME: RANDALL L KOEPPE	FAX (JOB, MO): 260-488-3840
	PHONE (JOB, MO, EXT): 260-488-2636	EMAIL ADDRESS: CARPERKOEPEINSURANCE@GMAIL.COM
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: AUTO OWNERS INSURANCE CO.	
INSURED R. MONTY SORG DBA YARD JOBS INC. 4864 N OLD FORT WAYNE ROAD HUNTINGTON IN 46760	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURER	TYPE OF INSURANCE	ADDITIONAL	THIRD	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> SLAINS-MADE <input checked="" type="checkbox"/> OCCUR			09882783	04/13/2020	04/13/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Each occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PER-SUBJECT <input type="checkbox"/> JOB <input type="checkbox"/>						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS						COMBINED SINGLE LIMIT (Each person) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED (Mandatory in IN) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input checked="" type="checkbox"/> WC STAT - TOBY LIMIT <input type="checkbox"/> OFF-ER EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER CITY OF FORT WAYNE michelle.jones@cityoffortwayne.org	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE RANDALL L KOEPPE

# COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

## RFPs & BIDS

Bid/RFP #	ITB #4376
Awarded To	Yard Jobs
Amount	\$ 220,000.00
Conflict of interest on file?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants	
Number of Bidders	2
Required Attachments	RFPs – attach Award Matrix; Bids – attach Tab Sheet

## EXTENSIONS

Date Last Bid Out	12-11-18
# Extensions Granted To Date	3

## SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	
Sole Source/ Compatibility Justification	

## BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	

# COUNCIL DIGEST SHEET

## COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	
--	--

## DESCRIPTION OF PROJECT / NEED

<i>Identify need for project &amp; describe project; attach supporting documents as necessary.</i>	<i>This Bid covers the cost of Cleaning up trash &amp; debris and filling cisterns in the City of Fort Wayne</i>

## REQUEST FOR PRIOR APPROVAL


<i>Provide justification if prior approval is being requested.</i>	

## FUNDING SOURCE

<i>Account Information.</i>	<i>103 UNSF3 5369</i>

**Neighborhood Code Compliance  
200 East Berry St. Suite 320  
Fort Wayne, IN 46802**

To: Council Members

From: Christopher Blauvelt, Interim Deputy Director 

Date: June 30, 2022

Subject: I.T.B. #4376 Clean Ups

This bid covers the cost of cleaning up trash and debris and filling cisterns.

Neighborhood Code will be awarding Yard Jobs Inc. the bid for our clean-ups and filling of cisterns for \$220,000. Neighborhood Code issued PO 22840004 for \$95,000 and would like to increase it by \$125,000 to take care of clean-ups and filling of cisterns for the remainder of the year.

If we would not award this contract there would be trash & debris that would remain on properties and cisterns that are open and potentially hazardous.

We have budgeted for these clean-ups in the Unsafe Building Fund.

**BILL NO. S-22-07-01**

**REPORT OF COMMITTEE ON FINANCE**

**July 19, 2022**

**Russ Jehl Chair**




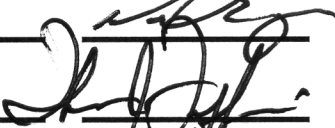

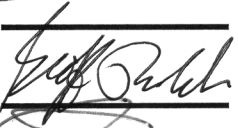
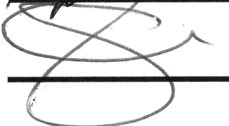
**Sharon Tucker Co-Chair**

**All Council Members**

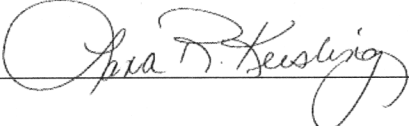
An Ordinance approving the awarding of ITB #4376 - Service Agreement – Clean-Ups for Neighborhood Code - between Yard Jobs Inc. and the City of Fort Wayne, Indiana, by and through its Purchasing Department

*Involving a total cost of \$220,000.00*

**COMMITTEE ON REGULATIONS HAVE HAD SAID Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance**

<u>COUNCIL MEMBER</u>	<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>
ARP			
CHAMBERS			
DIDIER			
ENSLEY			
FREISTROFFER			
HINES			
JEHL			
PADDOCK			
TUCKER			

**LANA R. KEESLING  
CITY CLERK**



Public Hearing Date: N/A

Read the first time in full and on motion by Councilperson Jehl.

Read the second time by title and referred to the Finance Committee.

Read the third time in full and on motion by Councilperson Tucker, placed on passage by the following vote:

<u>TOTAL VOTES</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
ARP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CHAMBERS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIDIER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENSLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FREISTROFFER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HINES	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JEHL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
PADDOCK	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TUCKER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DATED: July 26, 2022

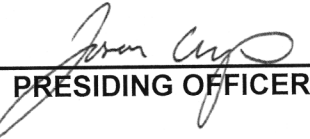
  
 \_\_\_\_\_  
 LANA R. KEESLING, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as

Special Ordinance No. S-22-07-01 on the 26th day of July, 2022

ATTEST:

  
 \_\_\_\_\_  
 LANA R. KEESLING  
 CITY CLERK

  
 \_\_\_\_\_  
 PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 27th of July 2022, at the hour of 11:20 o'clock A.M. E.S.T.

  
 \_\_\_\_\_  
 LANA R. KEESLING, CITY CLERK

Approved and signed by me this 28<sup>th</sup> day of JULY 2022, at the hour of 3:30 o'clock PM E.S.T.

  
 \_\_\_\_\_  
 THOMAS C. HENRY, MAYOR

