MEETING MINUTES
Administration & Public Works
Monday, April 1, 2013
5:45P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present:     Wally Bobkiewicz, Dolores Cortez, Paul D'Agostino, Bob Dorneker,
Chief Richard Eddington, Grant Farrar, Doug Gaynor, Lou Gergits, Steve Griffin, Lonnie Jeschke, Chief Greg Klaiber, Martin Lyons, Jim Maiworm, Joe McRae, Jeff Murphy, Ashley Porta, Suzette Robinson, Rickey Voss, Maleka Sumar, Dave Stoneback

Others Present:   Tom Gray, Frank Cervone, and Anthony DiBiase of EIS (Elevator Inspection Services) Elliot Zashim, Tim Owen, Nicolai Schousboe, Steve Perkins (Evanston Residents)

Presiding Member: Alderman Grover, Chair

I. DECLARATION OF A QUORUM:
Alderman Holmes, Chair, called the meeting to order at 5:47 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF March 11, 2013
A voice vote was taken and the minutes were unanimously approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 3/10/13 $2,833,254.44
A voice vote was taken and the Payroll was approved unanimously.

(A2) City of Evanston Bills FY2013 4/2/13 $2,113,996.69

Rev. 5/14/2013 9:23:09 AM
Credit Card Activity – Period End February 28, 2013 $ 85,415.04

Ald. Rainey asked about a charge for $7,070. Mr. Lyons, Assistant City Manager and City Treasurer explained the charge is for an asphalt warmer machine. A voice vote was taken and the Bills of 4/2/13 and the Credit Card activity ending 2/28/13 were approved unanimously.

(A3.1) **Approval of Purchase of Boat for Aquatic Camp Program**
Staff recommends the sole source purchase of a 17’ utility Boston Whaler boat and trailer, commercial grade, for the Parks, Recreation & Community Services Department at a cost of $31,340, delivered from Boston Whaler Commercial & Government Products (420 Megan Ave., Edgewater, FL). Funding is provided by the Fleet Services Capital Account 7780.65550.

**For Action**
A voice vote was taken and A3.1 was approved unanimously.

(A3.2) **Approval of Contract with O’Hara Construction, Inc. for Fire Station #4 Interior Renovation Project (Bid 13-07)**
Staff recommends that City Council authorize the City Manager to execute a contract for the Fire Station #4 Interior Renovation Project with O’Hara Construction, Inc. (636 Ridge Avenue, Evanston, IL) in the amount of $83,470. Funding is provided by the FY 2013 Capital Improvement Program (CIP) Account 415826 with a budget allocation of $60,000. The balance will be provided by Capital Improvement Fund reserves.

**For Action**
A voice vote was taken and A3.2 was approved unanimously.

(A3.3) **Approval of Contract Award to Denler Inc. for 2013 Crack Sealing Program**
Staff recommends that City Council authorize the City Manager to execute a contract with the lowest responsive and responsible bidder, Denler Inc. (19148 S 104th Ave. Mokena, IL) in the amount of $55,000 to perform crack sealing under the Municipal Partnership Initiative. Funding is provided by the General Fund Street Maintenance Account 2670.62509 in the amount of $50,000 and $5,000 from Water Fund Account 7130.65702.

**For Action**
Ald. Rainey mentioned that the City paved this area years ago. It was noted by speaking City Council Member that Evanston’s side was paved better than Chicago side. Ald. Rainey gave credit to Director of Public Works, Suzette Robinson for good repair and feels Evanston’s streets shouldn’t deteriorate so fast.
A voice vote was taken and A3.3 was approved unanimously.

(A3.4) **Approval of Contract with Citywide Elevator Inspection Services, Inc. for**
City of Evanston-Elevator Inspection program (RFP 13-11)
Staff recommends that City Council authorize the City Manager to execute a contract for elevator inspection and plan review services to Citywide Elevator Inspection Services, (7144 N. Harlem Ave. Suite 303, Chicago, IL), for an annual budget amount not to exceed $68,425. The contract term shall be three years from the commencement date. After the initial term, there shall be two (2) options to renew for one (1) additional year. Funding is provided by the Elevator Contract Costs Account 2126.62425 with a FY2013 budget of $68,425.

For Action
Anthony Debonce, EIS (Elevator Inspection Services) has been serving the city for the past ten years. Based on no law suits or liability claims, EIS has an excellent performance record with the City. Would like to appeal to Council having lost the bid this year and wants to question the winning bidders qualifications in accordance with the City’s Request for Proposal. Winning company is relatively new and doesn’t have any municipality experience. Doesn’t believe the winning bid doesn’t have the number of required years in experience (5 year minimum). Mr. Debonce doesn’t believe the winning company can provide comparable services. Mr. Debonce referenced the great working relationship between various City departments and EIS. He referenced knowing the City so well and understanding low-bidding from newer companies, EIS lowered their prices as well. Mr. Debonce asked Council to table approval and investigate further. Ald. Rainey called to Mr. Debonce’s attention that his bid was higher. She reminded Mr. Debonce that Citywide does have a village client. Ald. Rainey asked if there was an urgency that they approve the contract tonight. If it is based on price, EIS lost. If the basis is the entire responsible and responsiveness of the bid then he may have a case. She further brought to his attention that the years of experience may not apply to the company but to the staff. Mr. Lyons explained that committee can hold this agenda item. Would like to review Mr. Anthony’s points: experience and why did the City select Citywide, pricing vs qualification, and how many municipalities. Ald. Burrus reviewed the evaluation form bringing to the committee’s attention that inexperienced companies often times under estimate costs which results in numerous change orders. She used the example of Sherman Garage’s disrepair to exemplify quality over quantity. She urges Committee to consider quality over quantity. Ald. Burrus asked about the free fireman training - if any other company was offering the same. Community & Economic Development Director Steve Griffin offered to respond to Mr. Debonce and shared Ald. Burrus’s question about the zero plan review costs, he assured Committee the City does not have to approve tonight, vowed to respond to Mr. Debonce and Committee’s concerns. Chairman thanked Mr. Griffin. Ald. Rainey asked when does the City notify bidders they have not been selected. Mr. Lyons responded not until after the meeting. Ald. Rainey better understood why the Committee is just now hearing from Mr. Debonce. Ald. Holmes feels the most important component is the annual inspection costs. She supports Ald. Burrus’ cost observations. Mr. Lyons assured Mr. Debonce that he will hear from the City’s Purchasing staff and streamline conversation through that department and return for the April 22nd Council Meeting. Thomas Gray of EIS (Elevator and Inspection Service Company) Mr. Gray referred to the $40 charge of the direct billing noting the same cost as inspection. Mr. Gray had a
conversation with Community and Economic Development at the pre-bid meeting regarding direct billing costs. Later, after the meeting, Mr. Gray offered to reduce his cost by $2. He never received a hardcopy email response regarding such. He reminded Committee EIS is still willing to reduce costs by $2. Mr. Frank Savonni, Co-Owner of EIS thanked Committee for allowing EIS to service the City for the past ten years. He reminded Committee of their three dedicated full time inspectors. Five people dedicated to do inspections in Evanston. Mr. Savonni spent three days with the Fire Department personally to demonstrate elevator rescue with no charge.

Chairman held Agenda Item 3.4 until April 22, 2013 Committee meeting.

(A3.5) **Approval of Chlorine Feed System Engineering Services Agreement with Greeley and Hansen LLC (RFQ 13-06)**

Staff recommends City Council authorize the City Manager to execute an agreement for chlorine feed system engineering services with Greeley and Hansen LLC (100 S. Wacker Drive, Suite 1400, Chicago, IL) in the not-to-exceed amount of $69,500. Funding is provided by the Water Fund, Capital Improvement Account 733122 which has a FY 2013 budget allocation of $250,000.

**For Action**

A voice vote was taken and A3.5 was approved unanimously.

(A3.6) **Approval of 2013 CIPP Sewer Rehabilitation Contract A with SAK Construction, LLC (Bid No. 13-09)**

Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Cured-In-Place Pipe Lining Contract A with SAK Construction, LLC (864 Hoff Road, O'Fallon, MO) in the amount of $293,723. Funding is provided by the Sewer Fund Account 7420.62461 which has an allocation of $500,000 for this work.

**For Action**

Ald. Rainey asked about hiring from another state and does this company have previous experience working in Evanston, do they have any property here in Evanston. Utilities Director, David Stoneback assured Committee that their bidder prospects are pre-qualified. The winning bid has not worked in Evanston before. To his knowledge, SAK does not have Evanston offices. Chairman Grover added Insituform does have a Chicagoland office. Mr. Stoneback confirmed Chairman Grover's statement regarding Insituform. Ald. Rainey asked how SAK Construction would transport their equipment into Evanston to complete the project. Mr. Stoneback and Mr. Lyons explained the process. Ald. Rainey intends to watch this project closely and wants to confirm via report from the MW/EBE Committee meeting that SAK Construction follows through MW/EBE program implementation.

A voice vote was taken and A3.6 was approved unanimously.
(A3.7) Approval of 2013 CIPP Spot Line Sewer Rehabilitation Contract with CTR Systems, Inc. (Bid No. 13-10)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 CIPP Spot Line Sewer Rehabilitation to CTR Systems, Inc. (7400 Waukegan Road, Niles, IL) in the amount of $44,402. Funding is provided by the Sewer Fund Account 7400.62461 which has a budget of $215,000 for sewer maintenance and repair.

For Action
A voice vote was taken and A3.7 was approved unanimously.

(A3.8) Approval of Amendment 4 to the Agreement with Twin Eagle Resources Management, LLC for the Purchase of Natural Gas for City Owned Buildings
Staff recommends that the City Council authorize the City Manager to negotiate and execute Amendment 4 to the Agreement with Twin Eagle Resources Management, LLC (5120 Woodway, Suite 10010, Houston, TX) for the purchase of natural gas for 16 City owned buildings when the strike price is below $4.80 per MMBTU. The term is September 1, 2014 through August 31, 2015.

For Action
A voice vote was taken and A3.8 was approved unanimously.

(A4) Approval of 2013 Community Choice Electricity Aggregation Supplier Agreement (RFP 13-08)
Staff recommends that City Council authorize the City Manager to execute a Master Agreement to Provide Services to an Aggregated Group with the pre-qualified Alternate Retail Electric Supplier (ARES) that provides the most favorable price per kilowatt hour ($ / kWh) for the length of term and renewable energy mix that the City Council determines to be the most advantageous. At the City Council meeting on April 1, 2013, staff will present a recommendation to the City Council for the prequalified ARES that submits the most favorable pricing.

For Action
Elliot Zashim, Speaker of Citizens for Greener Evanston, recommended the Administration & Public Works Committee to support the agreement mentioning specific goals for 2016 and expectations/support from the City in the future. Mr. Zashim reminded the committee of the viability of renewable energy being furthered by leading communities like Evanston. Ald. Rainey feels for the purpose of the public, there should be a clarification regarding renewable energy. The City is proud to support it and pay for it. It is important that the City pay for it because someone is getting it. The differential between last year’s and this year’s cost is much less. Mr. Stoneback stated Friday ComEd announced their price for June 2013. It is significantly less. He explained ComEd’s purchasing process. Mr. Stoneback believes in the proposed savings but didn’t want to compare numbers to possible/tentative cost increases or changes. Ald. Braithwaite asked if residents who didn’t get on the first opportunity, will have an opportunity this time. Mr. Stoneback replied yes and expounded.
Tim Owen of Citizens for Greener Evanston thanked Committee and staff for their work and effort to be green. He would like to see the city’s effort continue.

Nicholi Schousboe of Citizens for Greener Evanston would like to see Evanston go forward. If Committee fails to pass this tonight, this is a huge portion of our savings and would send Evanston backwards. He thanked the Committee for their support.

Chairman thanked everyone for their efforts to get Evanston here. A voice vote was taken and A4 was approved unanimously.

(A5) **Resolution 15-R-13: Easement Agreement with Commonwealth Edison Company (ComEd) for Electrical Facilities at the Municipal Service Center**
Staff requests consideration of Resolution 15-R-13, authorizing the City Manager to negotiate and execute an Easement Agreement with ComEd for electrical facilities at the Municipal Service Center. The total easement fee will be $529 per year for the duration of easement.

**For Action**
A voice vote was taken and A5 was approved unanimously.

(A6) **Resolution 19-R-13: Renewal of Residential Lease for 631 Howard Street**
Staff recommends that City Council approve Resolution 19-R-13 authorizing the City Manager to execute a residential lease with Anne Carlson and Cody Modeer for an apartment located at 631 (Unit 2) Howard Street.

**For Action**
A voice vote was taken and A6 was approved unanimously.

(A7) **Ordinance 39-O-13, Decreasing the Number of Class D Liquor Licenses, Old Neighborhood Grill**
Staff recommends adoption of Ordinance 39-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), by decreasing the number of Class D liquor licenses from twenty-two (22) to twenty-one (21). In November 2012, Old Neighborhood Grill, 2902 Central Street, surrendered its Class D liquor license.

**For Introduction**
A voice vote was taken and A7 was approved unanimously.

(A8) **Ordinance 40-O-13, Permitting Issuance of a Class D Liquor License to Table Nine, LLC, d/b/a Company**
Staff recommends City Council adoption of Ordinance 40-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), to increase the number of authorized Class D liquor licenses to twenty-two (22), and permit issuance of a Class D license to Table Nine, LLC d/b/a Company, 1307 Chicago Ave.

**For Introduction**
A voice vote was taken and A8 was approved unanimously.
IV. ITEMS FOR DISCUSSION

(APW1) Discussion of Skate Park Report
Ald. Burrus has questions about the cost. Part of the costs are staffing issues, not sure why the City needs a full or part time staff person to monitor the skate park. She mentioned several other types of parks, not sure why the City is singling out skate parks. What do other cities with skate parks – do they staff? Very similar to a playground. Second question: has the City considered a joint venture with Ridgeville to reduce costs? If the City partnered with another district. We have a range of 75 to ½ million dollars. Ald. Burrus suggested a 501C3. She asked if any other municipalities done it this way? Parks Recreation & Community Services Director Doug Gaynor responded there are a number of unstaffed skate parks. Staff is on a need basis. He included examples of his personal work experience where there was no staff. He mentioned conflicting skateboard traffic (i.e. bikes, skateboards, and roller blades, etc.) at the Crown Park facility. If there is a club that is created, they are self-monitoring, he believes they can handle problems themselves. Staff is not necessary, can be self-managed, it just matters how its handled. Mr. Gaynor would like to clear liability issues with Legal. Mr. Gaynor has talked with Ridgeville, no significant discussion with the Director regarding a partnership and is worth taking a look at. Mr. Gaynor, Ald. Rainey, and Ald. Burrus will attend an upcoming meeting with Ridgeville in May of this year. Chairman Grover would like to see user-ownership via crowd funding/sourcing. She feels there is lots of potential to do something resourceful and include the users of the infrastructure. Mr. Gaynor discussed some ideas and city resources that support Chairman Grover’s concept of exploring crowd funding. Ald. Rainey suggested partnering with Skokie and finding a space, with respect to residents, that its owner wants to be used for recreational purposes. She believes, the City cannot do this independently. Mr. Gaynor mentioned Wilmette built a facility after several attempts to purchase.

Laura Beth Neilson, Evanston Resident stated how long her family has been skateboarding. She brought to Committee’s attention there is no legal place in Evanston to skate. She recited injury data as the result of not having a skate park. There is increased interaction with the police because they have no place to skateboard. Hundreds of kids want to skate. She’s a member of POSSE (Parents of Shredding Skaters Evanston) and is attracting the attention of a skate park design builders. Ald. Burrus agrees with Ald. Rainey and wants to see this done right and wants Legal to look into legal skateboarding locations in Evanston. Alderman Burrus proposed the question why isn’t the City trying to encourage positive activity. Chairman Grover thanked everyone for speaking.

V. COMMUNICATIONS

(APW2) Update on Upcoming 2013 Capital Projects
Public Works Director Suzette Robinson reviewed future 2013 projects. She
opened by reminding everyone that today is the first day of street sweeping. She
reminded everyone to read their leaflet and read the signs to avoid tickets.

Ward 1 – resurfacing and widening the sidewalk on Clark Street between
Orrington and Chicago Avenue on the south side of the street.
Church Street resurfacing between Chicago and Hinman
Davis Street resurfacing between Benson and Hinman including streetscape and
protected bike path
Chicago Avenue, widening the sidewalk between Church and Clark

Ward 2 – intersection improvements
Intersection Improvement Study for Emerson/Ridge/GreenBay (grant funding,
construction in 2015)
Mc Daniel Street resurfacing between Lake and Church
Lake Street, McDaniel to Pitner, McDaniel Lee Street to Dead End North.
Increasing the lighting on Church Street between Mason Park and Pitner

Ward 3 – street resurfacing
Greenleaf between Chicago Avenue and Hinman.
Lee Street, Michigan to Sheridan
Forest, Keeny to Kedzie

Ward 4 – Davis Street Asbury to Benson, resurfacing streetscape protected bike
path
Lake Street, Elmwood to Sherman
Sherman, Greenwood to Lake
Oak, Greenleaf to Crane
Eleanor Place, Ashley to Wesley

Ward 5 – Intersection Improvement Study for Emerson/Ridge/GreenBay (grant
funding, construction in 2015)
Increasing the lighting on Church Street between Mason Park and Pitner
Wesley, Simpson to Leonard
McDaniel, Church to Lyons
Wesley, Foster to the Dead End North
Foster, Maple to Sherman
Increasing the wattage and lighting on Hartrey and Lyons
Replacing and widening the sidewalk on Church Street between Pitner to Grey
and pedestrian lighting installation.
Bridge Street Bridge will be replaced this year.

Ward 6 –
Isabella, Highland to Ewing
Central Street, Culper to Central Park
Streetscape from Central Park to Marcy
Widening the sidewalk from Central Park to Hastings for ADA accessibility
(currently street lights block the pedestrian walkway)
Prospect, resurfacing Grant to Colfax
Princeton Central to the Dead End North
Forest View, Grant to Colfax
Cartwright Park, installing a new sidewalk with pedestrian crossing at Culper.
Installing a new sidewalk on Thayer Street from Crawford to Lovelace Park

Ward 7
Central Street, Sherman to Sheridan
Prairie Grant to Central
Parking lot 4 at Central & Stewart
Intersection improvement at GreenBay and Central

Ward 8
Austin, Ridge to Custer
Dewey, Mulford to Kirk
Hartrey, Howard Street to CTA
Intersection improvements on Howard Street at the Jewel/Target store entrance

Ward 9
Resurfacing streets Dewey to Asbury
Ridge to Chicago Avenue
Keeney Hartrey to Dodge

Updating Bike Plan

Installing Pedestrian Countdown to Traffic signals. Locations are unidentified at this time. Will be using last year’s Pedestrian report to find locations.

Ald. Burrus loves the Pedestrian Countdown.

VI. ADJOURNMENT
Chairman Grover adjourned the meeting at 6:53 p.m.

Respectfully Submitted,

Dolores Y Cortez
Administrative Services