I. DECLARATION OF QUORUM
With a quorum present, Alderman Rainey called the meeting to order at 6:30p.m.
Chairman requested the members of the A&PW Committee introduce themselves.

II. APPROVAL OF MINUTES OF REGULAR MEETING of May 11, 2009
Minutes were unanimously approved 4-0.

(A1)* City of Evanston Payroll through 05/14/09 $2,280,915.41
Unanimously approved 4-0

(A2)* City of Evanston Bills through 05/27/09 $3,658,307.50
Unanimously approved 4-0

(A3.1)* Approval of a Contract for Construction Engineering Services for Lake Street & Sheridan Road Improvement Projects (RFP 10-24)
Recomm. approval of a contract for the Construction Engineering Services for Lake Street & Sheridan Road Street Improvement Projects with ESI Consultants LTD (1979 N. Mill Street, Suite 100, Naperville, Illinois) in the amount of $291,380.00. The project is funded by the CIP Street Resurfacing Fund.

Ald. Rainey asked Paul Schneider, Director of Transportation, to explain the break down and the funds for Lake Street 70/30 street split and then the stimulus and state split for Sheridan Road, and also clarify that the street resurfacing fund, whether or not that’s money from the motor fuel tax. Paul responded, “Lake Street Resurfacing project received monies through the North Shore Council of Mayors for what’s called a LAPP project, which is a resurfacing project with minor curbing and gutter work. Those projects are eligible for federal funds on a 70/30 basis. In this case the 70% is the federal government and 30% local government is the City of Evanston. The Sheridan Road project was actually the recipient of the ARRA recovery act funds, awarded by the North Shore Council of Mayors for 1.32 million dollars, that makes 67% of the project. We will be using state funds to cover the local share. In this case state and federal governments are chipping in.” Ald. Rainey asked, “On the Sheridan Road Project there are no city funds or motor fuel tax funds being used.” Paul replied “There are City funds for water main work. Water main work is typically considered non-participating, so the City has to fund that on our own and that would be in excess of 400k. No motor fuel tax funds involved in that project.” Ald. Rainey asked, “But in the Lake Street Project there
is." Paul stated, “In the Lake Street Project, there would actually be CIP funds. We have a MTF project already out there where we used our full allotment of our MTF for this year. The funds for this project were taken out of CIP fund to match. We were actually quite fortunate to be able to do that.”

Unanimously approved 4-0.

(A3.2)*Approval of a Contract for Engineering Services for the Evanston Water Utility Filters 19-24 Rehabilitation Study (RFQ 09-56)
Recommend approval of a contract for the Engineering Services for the Evanston Water Utility Filters 19-24 Rehabilitation Study with CDM (125 South Wacker Drive, Suite 600, Chicago, IL) in the amount of $46,948.00. Funding provided by the Water Fund.

Ald. Holmes asked, “When the M/W/EBE is waived, it usually says based upon the scope of the city.” She would like to know what that means. Jewell Jackson, Purchasing Manager, responded, “Normally the process is when they are putting together the RFP, they look at the opportunities for sub-contracting. If it’s very limited in scope or there’s none, the department requests a waiver. At the same time he will look to see if there are M/W EBE vendors available. If he finds some, the bid is sent directly to them.” Ald. Holmes doesn’t always remember the process and asked for further clarity.

Unanimously approved 4-0.

(A3.3)*Approval of Lowest Responsible and Responsive Bid (10-19) for Purchase of Water Meters and Meter Reading Equipment Contract
Recommend award of the lowest, responsible and responsive bid (10-19) for the base bid of the Water Meter and Meter Reading Equipment Contract to Badger Meter, Inc. (4545 West Brown Deer Road, Milwaukee, WI) in the amount of $79,989.00. Funding for this two year contract provided by the Water Fund (in the amount of $39,994.50 in FY 09-10 and $39,994.50 in FY 10-11).

Ald. Rainey was confused about the unresponsive bids and what is the policy. It seems to her in the past, hasn’t the City just discarded all the bids when they were unresponsive? How do we accept bids when they are not completely responsive?” David Stoneback, Superintendent of Water & Sewer responded, “We are recommending acceptance of the base bid only and they were completely responsive. The company is non-responsive on the alternate bid only.” Ald. Burrus asked, “What is the $3,000 price difference between Badger Meter and Water Resources. That seems pretty substantial. So why the big discrepancy?” Stoneback explained Badger might be purchasing through Neptune manufacturer and getting a better price due to volume.

Unanimously approved 4-0.

(A3.4)*Approval of Lowest Responsible and Responsive Bid (10-20) for Purchase of 2009 Granular Materials Contract
Recommend approval of the lowest, responsible and responsive bids (10-20) for the base bid of the 2009 Granular Materials Contract to G&L Contractors, Inc. (7401 N. St. Louis Avenue, Skokie, IL) in the amount of $51,370.00. Funding for this project provided by the Water Fund (in the amount of $18,000) and the Sewer Fund (in the amount of $33,370).

Unanimously approved 4-0.

(A3.5)*Approval of Lowest Responsible and Responsive Bid (10-26) for Purchase of Tires and Tubes
Recommend approval of the lowest responsive and responsible bid (10-26) for tires
and tubes to Wentworth Tire Service (300 N. York Road, Bensenville, IL) in the amount of $99,213 for the period of June 1, 2009 through May 31, 2010. Funding provided by the Fleet Services Fund for Major Maintenance.

Ald. Rainey asked staff if the City buys all these tires. “Is this a contract where we buy down from the purchase order?” Lonnie Jeschke, Fleet Services Manager, confirmed the Alderman’s surmise. Fleet Services buys a quantity of tires in all sizes based on need. This includes a modest inventory of fast moving tires in addition to tires as required. Tires are ordered and paid for from an invoice and charged out to the established Purchase Order for the year.

Unanimously approved 4-0.

(A3.6)*Approval of Maintenance Plan Agreement for Sherman Plaza

Recommend approval of Maintenance Plan Agreement for Sherman Plaza (807 Davis Street) with MB Evanston Sherman, LLC (2901 Butterfield Road, Oak Brook, IL) and The Residents of Sherman Plaza Condominium Associations. The City’s share of the total cost not-to-exceed $115,000. The agreement will be from August 23, 2009 through August 22, 2010. Funding provided by TIF.

Ricky Voss commented, at the Chairman’s request, that everything is working out very well and the has not come close to the $115k per year.

Unanimously approved 4-0.

(A3.7)*Approval to Purchase Three Replacement Vehicles

Recommend approval to purchase three replacement vehicles through Northwest Municipal Conference bids. One (1) Ford F-250 pick-up truck with plow for $25,736.65, one (1) Ford F-150 pick-up truck with Club Cab for $25,495.65 and one (1) Ford Escape for $17,161.65. The three vehicles will be purchased from Currie Motors (9423 Lincoln Highway, Frankfort, IL) for a total of $68,393.35. The three vehicles will be assigned to: Water Department, Office of Emergency Management and Facilities Management respectively. Funding provided by the Fleet Capital Outlay Budget.

Chairman quickly summarized the vehicle purchasing process to the new council members. Ald. Burrus asked, “As part of the Climate Action Plan, I know one of the items is when we are replacing vehicles, we should look at hybrid vehicles and much more fuel efficient vehicles. Looking at the F150 and the F250, these are not fuel efficient vehicles.” Ald. Burrus asked if there has been any discussion or deals or anything to be able to buy hybrid and fuel efficient vehicles. Jeschke responded that the history has been that the hybrid vehicles come with a premium price tag of about 40%. Presently under state contract and the Northwestern Municipal Conference there are a few hybrid vehicles but they’re more like passenger vehicles than pickups. Ald. Burrus mentioned there are grant programs out there to help municipalities go more green. I don’t know if that’s been explored at all.” Ald. Burrus believes that the City has a responsibility that the City has set. “The City is going to use the Climate Action Plan, and want to remain green, the City of Evanston will be on the forefront. At the same time, the City is not putting their money where their mouth is.” Jeschke explained that the City is working on a number of programs. Fleet works in collaboration with the Budget team and the City has applied for a number of grants, recycling with our waste oils; we have a fleet hybrid, 40 of our vehicles, smaller sized trucks are bio-diesel. “We’re moving in that direction but it’s costly.” Chairman requested a report from Carolyn Collopy regarding Fleet Services’ environmental actions thus far. Ald. Fiske commented on the newly redesigned Prius and mentioned that she drives a hybrid vehicle. She suggests that for inspectors we could investigate the Prius. Northwestern University uses them for their Safe Ride Program and it’s nice to see them in neighborhood. Lonnie added that the City is ordering smaller cylinder size vehicles from 8 to 6.
Unanimously approved 4-0.

(A3.8)*Approval of Single Source Purchase of Three Year Building Automation System Maintenance Agreement at City-Owned Buildings

Recommend approval of the purchase of a three year maintenance agreement with ITG Solutions, Inc. (17475 Palmer Blvd., Homewood, IL) in the amount of $22,713 for the first year for the provision of software and equipment maintenance to City Building Automation Systems. Funding provided by Facilities Management.

Chairman spoke on behalf of Ald. Jean-Baptiste’s concern that he didn’t feel comfortable due to lack of experience and wanted more detail on compatibility, sole source purchase, were there others out there, and is everything going to sync together. Chairman Ald. Rainey feels very comfortable and it is all clarified with the agreement. Ald. Holmes spoke on behalf of Ald. Jean-Baptiste’s double-checking the project completion date of 2016. Also, would it start all over again; referencing page 102. “Looking at the dates, it looks like it’s 2016 before everything is upgraded or completed,” then Ald. Holmes asked for confirmation. David Cook replied, “Some of these buildings are small and don’t consume a lot of energy. A lot of the other beach houses would be upgraded as they are being built. Ald. Holmes said that the assumption is that there will be no beach house. Cook confirmed. Ald. Holmes reinforced that it is 2016 before it’s completed. She reinforced Ald. Jean-Baptiste’s concerns about how long it is going to take, what was being done, and is there some consistency. Chairman Ald. Rainey informed Committee that sole purchase bids have to have 2/3 (two-thirds) vote.

Unanimously approved 4-0.

(A4)*Ordinance 36-O-09 Special One Day Liquor Licenses

Consideration of ordinance 36-O-09 to amend the City Code by modifying 3-5-6 (F) to increase the number of special one day liquor licenses issued to a sales address or applicant; extend the hours of sale; remove the requirement of food and require BASSET training.

Ald. Rainey asked for explanations and why do we need to increase the number of one-day liquor licenses for both sales address and applicants. McRae responded to applicant vs sales address. The sale address is the actual premise itself. The actual premise can have four special one-day liquor licenses. Ald. Rainey asked to hear about a premise that has four liquor licenses. McRae: Boocoo has three. Ald. Rainey would really like to see who has four special one-day liquor licenses. McRae explained that there are different classes. McRae referred to specific entities. Ald. Holmes explained her request: Anyone that rents space for a wedding or birthday party or social event and they want to serve or sell alcohol, a liquor license is needed and they are limited to four a year. Family Focus is limited to four a year. Colleen Burrus asked how enforced are the liquor laws. McRae discussed an issue with a church with alcohol on the premises with no license. “To the extent possible we do try to regulate. Information has to go out to all non-for-profits. He reviewed the verbiage. Ald. Rainey referenced a family that had a party at the Levy Center. The Levy Center didn’t take the license out. Shanee explained that it’s a different liquor class. Class X are City owned buildings, one-day liquor class. She explained the letters. The applicant gets a liquor license, liability insurance and pays the fees.

Ald. Rainey asked if they take out an X license or a one-day liquor license. Shanee explained the reason for the request to adjust the ordinance.

Ald. Fiske asked, “Have non-profits been informed of this?” Shanee responded, “That's
what we’re working on.” Ald. Fiske says she has a problem with changing the hours from midnight to 2am. Ald. Holmes wants fairness between the city and other entities in the types of rental available. Ald. Rainey is confused about the same group getting 12 licenses as opposed to the same entity and different people. Ald. Holmes tried to explain the 12 licenses. Colleen Burrus referred to the food being available and would like to see that portion stay in and it should be a requirement. Ald. Rainey says that from 10pm – 2am no food is needed. Ald. Holmes clarified this was being worked on with Mayor Morton and should have been on the agenda in May. Ald. Holmes mentioned that she asked for this fairness in 2002. Why can’t there be more than 4 events in one place. Ald. Rainey asked if she wanted a one day liquor license if she had to have BASSETT training. Shanee responded that the responsible party would have to have BASSETT training. Fiske asked if that was a requirement. Shanee responded there’s a discount so it’s a benefit. Ald. Rainey asked about the Sales address: Shanee responded it is the premise where the alcohol will be consumed. It’s State language. And that we’re also working to change that. There is a comprehensive overview of the liquor code. Ald. Rainey would like to consider a little longer. She is still not clear about the sales address and the applicant. Ald. Rainey confirmed that any entity is limited to four a year. She asked staff about issues that have occurred from excessive liquor licensing.

Ald. Fiske would like to see a list of non-for-profits and how many liquor licenses they would like to have. She would like more information on the scope. Ald. Burrus: a lot of these places had a caterer come in. If the caterer has the license, Class F are just beer and wine and that could be a reason why people don’t come to us. Class K was defined. Ald. Fiske wanted to confirm that we could get a list of people who have used this license. Ald. Holmes clarified the address and staff does keep track of the number of applicants. Ald Rainey is asking for more refinement. What does it cost for a BASSETT training. Staff responded, $25. Ald. Fiske once again mentioned that she wants all the non-for-profits to know and reinforced the desire to be notified so they can participate. Staff reassured Ald. Fiske they would be included. Ald. Rainey is having trouble understanding location/establishment/applicant/sales address and the number of times. She would like to hear from Unitarian Church about how they handle this. Rolanda explained to Committee that staff will provide a memo to council regarding all the committee requested information. Burrus made a motion to hold, Fiske seconded. Item was held, vote 3-1, Ald. Holmes nay.

IV. ITEMS FOR DISCUSSION
Chairman suggested future Administration & Public Works meetings be held in the Council Chambers to be televised.

V. COMMUNICATIONS

VI. ADJOURNMENT: 7:33 p.m.

Respectfully submitted:
Dolores Y. Cortez
Executive Assistant, City Manager’s Office