AGENDA

I. DECLARATION OF A QUORUM: ALDERMAN GROVER, CHAIR

II. APPROVAL OF MINUTES OF REGULAR MEETING OF May 13, 2013

III. WINNERS OF DRINKING WATER WEEK ART CONTEST

IV. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 5/5/13 $2,619,382.07

(A2) City of Evanston Bills FY2013 5/29/13 $3,597,201.31

(A3.1) Approval of Single-Source Purchase of Leak Detection Equipment from Fluid Conservation Systems
Staff recommends approval of a single-source purchase of water main leak detection equipment from Fluid Conservation Services (502 Technecenter Drive Suite B, Milford, OH) in the amount of $53,060. Funding is provided by the Water Fund, Account 7130.65702, with a FY 2013 budget of $60,000 for the purchase of leak detection equipment.
For Action

(A3.2) Approval of Contract with AVI Systems for New Camera, Mixer and Microphones for the City Council Chambers (Bid 13-33)
Staff recommends that City Council authorize the City Manager to execute a contract with AVI Systems (621 Busse Rd., Bensenville, IL) for the purchase and installation of new video cameras, mixer and microphones in the amount of $43,167. Funding is provided by the PEG dedicated funds Account 1510.52181 from FY 2012 & 13.
For Action
(A3.3) **Approval of Sole Source Purchase of Flashback 2 Video Recording System for Patrol Squad Cars from L3 Mobile-Vision, Inc.**
Staff recommends approval for the sole source purchase of twenty (20) Flashback 2 in-car video recording systems from L3 Mobile-Vision, Inc. (90 Fanny Rd., Boonton, NJ) in the amount of $50,100. Funding is provided by Patrol Operations Minor Equipment Account 2210.65085, with a total FY2013 budget of $52,290.

**For Action**

(A3.4) **Approval of Renewal Agreement with Open Kitchens Inc. for the 2013 Summer Food Service Program (Bid 11-01)**
Staff recommends that City Council approve the renewal agreement for the 2013 Summer Food Service Program with Open Kitchens Inc. (1161 West 21st Street, Chicago, IL) in the not-to-exceed amount of $2.446 per lunch. Estimated total value of the food costs for the program are $86,500. Overall budgeted expenses for the 2013 program are $115,092 which includes staffing seasonal salaries, Social Security, Medicare, advertising, program supplies, sanitation fees, health inspections and food costs. The estimated revenue is $103,000 to be reimbursed through the Federal Government program to revenue account 3050.53565.

**For Action**

(A3.5) **Approval of Contract Award to Construction Consulting & Disbursement Services, Inc. for the 2013 Ecology Center Greenhouse Addition Project, (Bid 13-16)**
Staff recommends that City Council authorize the City Manager to execute a contract for the base bid for the 2013 Ecology Center Greenhouse Addition Project with Construction Consulting & Disbursement Services, Inc. (900 Skokie Boulevard, Suite 100, Northbrook, IL) in the amount of $175,000. Funding is provided by FY2013 Capital Improvement Program (CIP) Account No. 415688 in the amount of $115,000.00 and the FY2013 CIP Amendment of $71,988 for a total allocation of $186,988.

**For Action**

(A3.6) **Approval of Professional Consulting Services Contract with McGuire Igleski & Associates, Inc. for the 2013 Fire Station #2 Renovation Project (RFP 13-13)**
Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Fire Station #2 Renovation Project to McGuire Igleski & Associates, Inc. (1330 Sherman Avenue, Evanston, IL) at a total cost of $22,527. Funding is provided by FY2013 CIP Amendment Account #415827 with a budget of $53,000.

**For Action**
(A3.7) **Approval of Participation in a Joint Contract for Pavement Marking**

Staff recommends City Council approval to participate in a contract extension through the Suburban Purchasing Cooperative (SPC) for pavement marking services to apply thermoplastic marking materials at various locations throughout the City in support of the pedestrian safety program. Participation in this contract would not exceed $75,000. Funding is provided by the Capital Improvement Fund Account 415937.65515, which has $275,000 budgeted for signage and pavement striping for pedestrian safety.

**For Action**

(A3.8) **Approval of Contract with Havey Communications for Emergency Lighting & Sirens (Bid 13-15)**

Staff recommends City Council authorize the City Manager to execute a one (1) year contract with three (3) one (1) year renewals with Havey Communications Inc. (28835 Herky Drive # 117, Lake Bluff, IL) for the purchase of emergency lighting, sirens and after-market products and services in the amount of $68,973.60. Funding is provided by the Equipment Replacement Fund 7780.65550 ($34,486.80) and the Fleet Maintenance Fund 7710.65060 ($34,486.80).

**For Action**

(A3.9) **Approval of Eight (8) Vehicle Replacement Purchase for Evanston Police Department from Currie Motors**

Staff recommends City Council approval for the purchase of eight (8) replacement vehicles/units for the Evanston Police Department in the amount of $222,273.98 from Currie Motors (9423 W. Lincoln Highway, Frankfort, IL), which is the Northwest Municipal Conference Suburban Purchasing Cooperative Competitive Bid (SPC) winner. Funding is provided by the Equipment Replacement Fund (7780.65550), and represents 12.5% of FY2013 budget for replacement vehicles and equipment.

**For Action**

(A3.10) **Contract Extension with Golf Mill Ford Inc. for Ford Original Equipment Manufacturer (OEM) Parts (Bid 12-118)**

Staff recommends City Council approval of a one-year contract extension for the purchase of Ford Original Equipment Manufacturer (OEM) parts in the amount of $75,000 to Golf Mill Ford Inc. (9401 N. Milwaukee Avenue, Niles, IL). Funding is provided by the Major Maintenance, Materials to Maintain Autos Account, 7710.65060.

**For Action**
(A3.11) Approval of Contract Award for 2013 Water Main Replacement & Street Resurfacing CIP Project One (Bid 13-40)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Water Main Replacement & Street Resurfacing CIP Project One with Glenbrook Excavating & Contracting Inc. (20389 Weiland Road, Prairie View, IL) in the amount of $1,998,898.26. Funding is provided by the Water Fund $1,328,251.29 (733086.65515); Sewer Fund $92,247.54 (7420.65515); and CIP Street Resurfacing Fund $578,399.43 (415857.65515).
For Action

(A3.12) Approval of Single Source Contract with Schaefer Consulting for Data Conversion Services
Staff recommends City Council authorize the City Manager to execute a single-source contract for data conversion service with Schaefer Consulting (34179 Golden Lantern #105, Dana Point, CA) in the amount of $36,000. Funding is included as a part of the total funding cost for the New World System under the contingency for “additional implementation services above the minimum proposed by New World Systems.” Funding will also be provided through salary savings from the retirement of the Database Administrator position.
For Action

(A4) Approval of Approval of Change Order No. 1 for Utility Billing Print and Mailing Services (Bid 10-32)
Staff recommends that the City Council authorize the City Manager to execute Change Order No. 1 to the agreement with Third Millennium Associates, Inc. (4200 Cantera Drive, Suite 105, Warrenville, IL), for the Utility Billing Print and Mailing Services (Bid 10-32), increasing the amount of the contract by $5,000 and extending the contract completion date by 62 days. Funding is provided by the Water Fund Account 7125.62455 in the amount of $3,000, and by the Sewer Fund Account 7400.62455 in the amount of $2,000.
For Action

(A5) Approval for Acceptance of the Tiny House Donation
Staff recommends that the City Manager be authorized to execute an agreement with Northwestern University to accept the donation of the Tiny House for educational purposes.
For Action

(A6) Resolution 30-R-13, Appointing Directors to the Solid Waste Agency of Northern Cook County (SWANCC)
Staff requests adoption of Resolution 30-R-13 appointing the City of Evanston’s 2013-2015 Director and Alternate Director to SWANCC.
For Action
(A7) **Resolution 35-R-13, Authorizing the Mayor to Execute a Highway Authority Agreement and Addendum with Ventura Realty, Ltd.**

Staff recommends approval of Resolution 35-R-13 authorizing the Mayor of the City of Evanston to execute a Highway Authority Agreement and an Addendum thereto with Ventura Realty, Ltd.

**For Action**

V. **ITEMS FOR DISCUSSION**

VI. **COMMUNICATIONS**

VII. **ADJOURNMENT**