ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, February 28, 2011
5:45 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers

AGENDA

I. DECLARATION OF QUORUM

II. APPROVAL OF MINUTES OF REGULAR MEETING of February 14, 2011

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 2/13/11 $2,522,639.35

(A2) City of Evanston Bills through 2/27/11 $2,212,467.23

(A3.1) Approval of Contract Award for Watercraft Maintenance and Repair Services (Bid 11-51)

Staff recommends approval of the lowest responsive and responsible bid for Watercraft Maintenance and Repair Services (Bid 11-51) to Full Throttle Marine Incorporated (45 Baker Road, Lake Bluff, IL) in the amount of $31,860 for the period of April 15, 2011 through April 14, 2012. Funding provided by the Fleet Services Fund for Major Maintenance, Material to Maintain Autos 7710.65060 with a FY2011 budget of $910,000. The allocation for these services within the budget is $35,000.

For Action

(A3.2) Approval of Single Source Street Sweeper Repair

Staff recommends pre-approval of repair expenses associated with a bi-annual inspection, overhaul, and required repairs of Street Sweeper # 667 in an amount not to exceed $24,000 from Standard Equipment Company (2033 W. Walnut Street, Chicago, IL). Standard is the authorized single source service provider for our geographic location for Elgin Pelican products. Standard has provided an estimate of $21,829.37 for this work. Funding for this service will be provided from the FY2011 Budget, Fleet Services “Material to Maintain Autos” (7710.65060). This not-to-exceed expense amounts to 2.6% of the $910,000 budgeted for this type of service.

For Action
(A3.3) **Approval of Recycling Collection Vehicle Purchase**

Staff recommends approval for the purchase of a recycling collection vehicle in the amount of $153,170 from Transchicago Truck Group (776 N. York Road, Elmhurst, IL) via State Bid Contract #4015598. Funding is provided from the Fleet Services Capital Outlay Budget for Automotive Equipment (7720.65550) for the FY2011, of which $190,000 has been allocated for this purchase. Funding will be provided from two sources. The Fleet Capital Outlay Budget will provide $98,170 with the remaining $55,000 provided by a grant from the Illinois Recycling Grants Program, Grant #10-442005 sponsored by the Illinois Department of Commerce and Economic Opportunity.

*For Action*

(A3.4) **Approval of Contract Award to International Piping Systems, Inc. for the Main Library Chiller Replacement Project (Bid 11-54)**

Staff recommends approval of the Main Library Chiller Replacement Project to International Piping Systems, Inc. (444 E. State Parkway, Suite 123, Schaumburg, IL) in the amount of $258,300. Funding Provided by the 2011 CIP account #415950, with a budget of $281,600.

*For Action*

(A3.5) **Approval of Renewal of Annual Oracle (IRIS) Maintenance and Support Agreement**

Staff recommends approval to renew the annual sole source maintenance and support agreement for the term March 1, 2011 through February 28, 2012 with the Oracle Corporation (20 Davis Drive, Belmont, CA) for the City's Integrated Resource Information System (IRIS) software, in the amount of $140,800. Payments to Oracle Corporation are made quarterly, in four equal payments of $35,200. There is no increase from the prior year, which is the second year that the City has saved $35,179.69 over our 2009 contract. Funding is provided by the Computer Licensing and Support operating account in the Information Technology Division. Account: 1555.62340.

*For Action*

(A3.6) **Approval of Contract Award to Clauss Brothers Inc. for the Brummel Richmond Tot Lot Renovation Project (Bid 11-49)**

Staff recommends approval of the Brummel Richmond Tot Lot Renovation Project to Clauss Brothers Inc. (360 West Schaumburg Road, Streamwood, IL) in the amount of $234,180. This project will include the complete renovation of the existing park and playground at Brummel Park, located at the corner of Brummel and Richmond. Funding provided by FY2011 CIP Account #415347 with a budget of $295,000 and by FY2011 CDBG Account #5170.6297 with a budget of $50,000. Total budgeted amount is $345,000.

*For Action*
(A4) Approval of Policy for Sponsorship and Advertising
Staff recommends that the City Council approve guidelines regarding sponsorship, advertising and strategic supplier relationships for the City of Evanston. The policy provides guidelines for the solicitation of advertising and marketing partnerships. The Development Office, under the direction of the City Manager, will be responsible for the implementation of this policy.
For Action

(A5) Approval of City of Evanston Advertising Pilot Project
Staff recommends that the City Council support the distribution of a Request for Proposal (RFP) to implement an advertising pilot project on select City assets within downtown Evanston and along the City’s lakefront. In order to secure additional external revenue from non-traditional sources staff recommend that the City Council approve the creation and distribution of an RFP for an advertising pilot project, which could provide unrestricted revenue to support the City’s programs and initiatives.
For Action

(A6) Resolution 6-R-11 Authorizing the City Manager to Enter Into Renewals of Resident Artist Leases for Spaces at the Noyes Cultural Arts Center
Staff recommends approval of Resolution 6-R-11 authorizing the City Manager to enter into renewals of resident artist leases for the first year of a three-year lease term. Revenue from rent payments will be posted to account 3710.53565 (Noyes Center) in the City of Evanston General Fund.
For Action

(A7) Resolution 12-R-11 Authorizing the General Obligation Bond Reimbursement
Staff recommends approval of Resolution 12-R-11 by which City Council would authorize that payments relating to FY2011 Capital Improvement Plan (CIP) project expenditures up to $10.0 million be reimbursed by the subsequent 2011 General Obligation bond issuance. Total project costs to be funded from this bond issue are equal to $9,693,500.
For Action

(A8) Resolution 15-R-11 Interfund Loan of $4.0 Million from Parking Fund to Sewer Fund
Staff recommends the short-term interfund loan of $4.0 million from Parking Fund to Sewer Fund. This short-term loan is a temporary substitute for the General Obligation (G.O.) bonds approved to be issued in 2010-11 per the October 11, 2010 Sewer System Report (attached). In order to save on debt issuance costs, the G.O. Bonds to fund Sewer operations will be combined with the total 2011 Capital Improvements G.O. Bond issue scheduled for the spring of 2011.
For Action
(A9) **Ordinance 08-O-11, Amending City Code Subsection 8-5-3 (D) to Prohibit Depositing of Yard Waste in Any Street, Alley or Public Place**

Staff is recommends introduction of Ordinance 8-O-11 to prohibit yard waste from being deposited in public places, including streets and alleys, and to establish a fee schedule for violating the proposed ordinance.

**For Introduction**

(A10) **Ordinance 9-O-11, Amending Title 9, “Public Safety,” Chapter 5, “General Offenses,” Section 23 “Noises Prohibited” and Other Sections of the City Code Related to Landscaping Services**

Staff recommends City Council introduction of Ordinance 9-O-11 amending City Code Subsection 9-5-23-(D) “Noises Prohibited” and other Sections of the City Code related to landscaping services. Staff recommends revising the language of the ordinance to read “any leaf blower machine,” to include both electric and gas powered leaf blowers.

**For Introduction**

(A11) **Ordinance 15-O-11, Amending Civil Service Commission Rules**

Staff recommends approval of Ordinance 15-0-11 amending the Civil Service Commission Rules which would grant two (2) preference points to Evanston residents, charge applicants a reasonable fee for examination, and reduce the age requirements for applicants from twenty-one (21) to twenty (20) years old. Suspension of the Rules is requested for Introduction and Action at City Council meeting on February 28, 2011.

**For Introduction and Action**

IV. ITEMS FOR DISCUSSION

(APW1) Street Sweeping Discussion

V. COMMUNICATIONS

VI. ADJOURNMENT