ADMINISTRATION & PUBLIC WORKS COMMITTEE

Tuesday, April 12, 2011
5:45 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers

AGENDA

I. DECLARATION OF A QUORUM: ALDERMAN HOLMES, CHAIR

II. APPROVAL OF MINUTES OF REGULAR MEETING of March 28, 2011

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 3/27/11 $2,620,954.75

(A2) City of Evanston Bills FY2010/11 through 4/13/11 $ 597,002.60
City of Evanston Bills FY2011 through 4/13/11 $3,135,108.96
City of Evanston Credit Cards through February 28, 2011 $ 77,848.13

(A3.1) Approval of Contract Award for Green Bay Road Landscape Maintenance (Bid 10-17)
Staff recommends City Council approval to extend the 2011 Green Bay Road landscape maintenance contract to the low bidder KGI Landscaping Co. (PO Box 265, Skokie, IL) in the amount of $59,113.00, as they performed well during the 2009 and 2010 seasons. This is the second 1-year contract extension. Funding for this project is included in the Parks/Forestry proposed FY 2011 General Fund budget, line item 3510.62195, which has a total allocation of $120,000.00.

For Action
(A3.2) Approval of Spring Tree Purchase from Suburban Tree Consortium

Staff recommends City Council approval of the purchase of 302 trees and planting services from Suburban Tree Consortium (STC) in the amount of $89,345.00. Funding for these purchases is provided from two sources. The first is an EAB Grant for Urban Forest Restoration in the amount of $30,000. This grant was awarded on February 16, 2011, but grant funds were not budgeted in the current fiscal year. The second source is a general fund line item in the Parks/Forestry Division budget – 3525.65005. Staff requests the total spending authority of this account be increased by $30,000 to $110,000, reflecting the receipt of the EAB Grant in 2011.

For Action

(A3.3) This Item Has Been Withdrawn from the Agenda.

(A3.4) Approval of Contract Award for Material Testing Services to Great Lakes Soil and Environmental Consultants, Inc (RFP 11-55)

Staff recommends City Council approval of an contract award to Great Lakes Soil and Environmental Consultants, Inc, (600 Territorial Drive, Bolingbrook, IL) to provide material testing services for various City projects. This is an estimated $78,000 on-call basis contract for a three-year period. Funding for the material testing is provided by various projects for which these services are used such as street resurfacing, alley paving, signal projects, curb & sidewalk projects, CCDD material disposal and testing, and City building projects.

For Action

(A3.5) Approval of Contract Award to A. Lamp Concrete Contractors for 2011 Water Main Replacement and CIP Street Resurfacing Project (RFP 11-63)

Staff recommends City Council approval of a contract for the 2011 Water Main Replacement & CIP Street Resurfacing Project to A. Lamp Concrete Contractors (800 W. Irving Park Road, Schaumburg, IL) in the amount of $3,123,365.20. Funding for this work will be provided as follows: the Water Fund $2,342,669.07 (733086.65515), Sewer Fund $88,170 (7420.65515), and CIP Street Resurfacing Fund $692,526.13 (415857.65515).

For Action

(A3.6) Approval of Contract Award to Insituform Technologies for 2011 CIPP Sewer Rehabilitation Contract A (Bid 11-67)

Staff recommends City Council approval of a contract in response to Bid #11-67 for the 2011 CIPP Sewer Rehabilitation Contract A to Insituform Technologies, USA, Inc. (17988 Edison Avenue, Chesterfield, MO) in the amount of $272,045.10. Funding for this work will be from the Sewer Fund, capital improvement account. Account 7420.62461 has an allocation of $250,000 specifically allocated for this type of sewer rehabilitation work. The remaining $22,045.10 will be funded from Account 7420.65515 which has an allocation of $375,000 for sewer improvements on streets being resurfaced.

For Action
(A3.7) Approval of Contract Award to CTR Systems, Inc. for 2011 CIPP Spot Lining Contract A (Bid 12-07)

Staff recommends City Council approval of a contract for the 2011 CIPP Spot Lining Contract A (Bid No. 12-07) to CTR Systems, Inc. (4350 DiPaolo Center #A, Glenview, IL) in the amount of $88,300. Funding for this work will be from the Sewer Fund, Account 7400.62461. This sewer operations account has a budget of $215,000 specifically allocated for sewer maintenance and repair.

For Action

(A3.8) Approval of an Agreement for the Purchase of Natural Gas for 16 City Owned Buildings and Approval of an Agency Agreement with Northwestern University for the Management of the Natural Gas Purchase

Staff recommends approval of an agreement for the purchase of natural gas for 16 City owned buildings with Twin Eagle Resource Management, LLC (5120 Woodway, Suite 10010, Houston, TX). The term of the agreement commences on May 1, 2011 and continues through October 31, 2011 with proposed amendments that would extend the term of the contract through August 31, 2013. Staff also recommends approval of an Agency Agreement with Northwestern University for the administration of the City's natural gas purchases.

For Action

(A3.9) Approval of Contract Award for Risk Management Consulting Services to Risk Management Professionals (RFP 11-61)

Staff recommends City Council approval of an agreement to provide risk management consulting services associated with the 5 year update of the Evanston Water Utility Risk Management Plan to Risk Management Professionals (300 Goddard Suite 200, Irvine, CA) in the not-to-exceed amount of $20,930. Funding will be provided from the Water Fund, Account 7100.62180. The Evanston Water Utility is required by the United States Environmental Protection Agency (USEPA) to have a risk management plan (RMP) in place. The RMP must be updated at minimum every 5 years. The current RMP expires in February, 2012.

For Action

(A3.10) Authorization for Mayor to Execute Illinois Department of Commerce and Economic Opportunity (DCEO) Grant for the Supervisory Control and Data Acquisition (SCADA) System Upgrades Project (RFP 11-42)

Staff recommends City Council approval authorizing the Mayor to execute a grant agreement with the Illinois Department of Commerce and Economic Opportunity (DCEO) to provide $350,000 of funding toward the Evanston Water Utility SCADA System Upgrade. The project construction cost is estimated at $1,900,000. The remainder of the project will be funded from the Water Fund (Account 733078). In addition to the grant monies, this project is currently budgeted at $1,300,000 in FY 2011 and $500,000 in FY 2012.

For Action
(A4) **Approval of City of Evanston Corporate Sponsorships, Advertising and Strategic Supplier Policy**

Staff recommends that the City Council approve guidelines regarding sponsorship, advertising and strategic supplier relationships for the City of Evanston, with City Council recommended language changes. This draft policy was submitted for City Council action on February 28, 2011, and is being resubmitted April 12, 2011 with additional language regarding advertising limitations.

*For Action*

(A5) **Approval of Request for Proposal (RFP) to Implement Advertising Pilot Project**

Staff recommends that the City Council approve 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 recommends that the City Council approve the creation and distribution of an RFP for an advertising pilot project. This item was tabled at the February 28, 2011 City Council meeting.

*For Action*

(A6) **Resolution 24-R-11: Intergovernmental Agreement Regarding Animal Control Services with Wilmette**

Staff recommends that the City Council adopt Resolution 24-R-11 regarding animal control services with the Village of Wilmette. As part of that Agreement the City of Evanston will acquire from the Village of Wilmette an animal control truck. The cost of the truck is $9,700. The truck is a 2007 Ford F-250, and has been inspected by City of Evanston Fleet Services. This truck will replace the current City of Evanston animal control van, a 2001 Chevrolet Astro.

*For Action*

(A7) **Resolution 25-R-11: Extending Participation in the Intergovernmental Personnel Benefit Cooperative (IPBC) for Group Health & Employee Benefit Plans for a Period of Three Additional Years**

Staff recommends approval to continue the City’s membership within the Intergovernmental Personnel Benefit Cooperative (IPBC) for a new three-year cycle beginning July 1, 2011 and ending June 30, 2014. Funding will be provided from the Insurance Fund (#605).

*For Action*

IV. **ITEMS FOR DISCUSSION**

V. **COMMUNICATIONS**

VI. **ADJOURNMENT**