ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, June 28, 2010

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers


Members Absent:

Staff Present:  Tom Anger, Lara Biggs, Wally Bobkiewicz, Dolores Cortez, Paul D’Agostino, Rajeev Dahal, Robert Dorneker, Joellen Earl, Chief Eddington, Grant Farrar, Doug Gaynor, Susan Guderley, Curtis Hanawalt, Jewell Jackson, Shanee Jackson, Lonnie Jeschke, Captain Klaiber, Stefanie Levine, Marty Lyons, Dennis Marino, Joseph McRae, Jeffery Murphy, Suzette Robinson, Paul Schneider, Dave Stoneback, Rickey Voss, Lehman Walker

Others Present:

Presiding:  Ald. Jean-Baptiste

I. DECLARATION OF QUORUM
With a quorum present, Chairman Ald. Jean-Baptiste called the meeting to order at 5:35

II. APPROVAL OF MINUTES OF REGULAR MEETING of June 14, 2010.
Minutes were approved 5-0

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 06/20/10  $2,884,639.42
A1 was unanimously approved 5 - 0

(A2) City of Evanston Bills through 06/29/10  $2,119,990.70
Ald. Rainey asked if LSL Industries on Dempster was functioning. Dennis Marino (Assistant Director Community and Economic Development) said that it was in operation. They have employed five Evanston residents and have plans to expand. Ald. Jean-Baptiste said he understood that they planned to hire more Evanstonians.
A2 was unanimously approved 5 - 0

(A3.1) Approval of Construction Contract Award to Flooring Resources Corp. for Installation of Carpet Tiles and Rubber Treads at Lorraine H. Morton Civic Center (Bid 10-94)
Staff recommends approval of carpet tile and rubber tread installation contract to Flooring Resources Corp., (600 Pratt Blvd., Elk Grove Village, IL) in the amount of $41,120.10. Funding provided by CIP Account 415169 totaling $2,000,000. This allocation includes $1,700,000 for the roof replacement and $300,000 for other renovations at the Lorraine H. Morton Civic Center.

A3.1 was unanimously approved 5 - 0
Civic Center including asbestos containing material (ACM) abatement, carpet tile installation and staff relocations.
A3.1 was unanimously approved 5 - 0

(A3.2) Approval of Contract Award to Bay Remediation, LLC for Asbestos Containing Material (ACM) Abatement Project at Lorraine H. Morton Civic Center (Bid 11-14)
Staff recommends approval of ACM abatement contract to Bay Remediation, LLC (6124 N. Milwaukee Avenue, #5, Chicago, IL) in the amount of $63,685. Funding provided by CIP Account 415169 totaling $2,000,000. This allocation includes $1,700,000 for the roof replacement and $300,000 for other renovations at the Lorraine H. Morton Civic Center including asbestos containing material (ACM) abatement, carpet tile installation and staff relocations.
A3.2 was unanimously approved 5 - 0

(A3.3) Approval of Contract Award to MBB Enterprises of Chicago, Inc. for Evanston Police Headquarters Exterior Masonry Renovations (Bid 10-72)
Staff recommends City Council approval of Evanston Police Headquarters Exterior Masonry Renovations contract to MBB Enterprises of Chicago, Inc. (3352 W. Grand Avenue, Chicago, IL) in the amount of $502,499. Funding provided by Capital Improvement Program (CIP) Account 415727 totaling $570,000.
Ald. Jean-Baptiste asked if this was done under Public Works and Suzette Robinson (Director of Public Works) said that it was. Ald. Jean-Baptiste wondered if there were not any local contractors who perform masonry work. Doug Gaynor (Director Parks, Recreation and Community Services Department) told the committee that not one responded from the City. And, if a general contractor had bid, he would then bid it out to a sub-contractor. Ald. Rainey noted that this is another case where the highest bidder was selected. She said that the document notes that two of those submitting bids were non-responsive, they did not fully understand the requirements. She suggested that the City consider a letter sent out up front about what could knock a bidder out of the running. There is a big cost difference between the three bids. The highest bid got the offer, based on all items being addressed, not on potential quality. She also mentioned that the committee was told the bid program would be revamped. Grant Farrar (Corporation Counsel/City Attorney) said a review is currently ongoing. He continued that he means to bring his suggestion to Council on July 28.
A3.3 was unanimously approved 5 - 0

(A3.4) Approval of the HVAC Contract Award Recommendation to G.A. Johnson & Son for Evanston Police Department Firing Range Upgrade (Bid 11-13)
Staff recommends approval of the Evanston Police Department Firing Range Upgrade contract to G.A. Johnson & Son (828 Foster Street, Evanston, IL) in the amount of $180,580. Funding provided by CIP Account 415721 totaling $460,000. This account will also fund the replacement of the firing range’s bullet trap and associated items. The bid for the bullet trap is expected to be released in fall 2010.
Ald. Rainey asked what happens after this project if completed. She felt that this had been the longest project for the smallest area. Chief Eddington (Chief of Police) said there is one more project to be done after this is completed. Ald. Rainey asked why there were two contracts. Chief Eddington said that yes both A3.4 and A3.5 are concerning the firing range. D. Gaynor mentioned that the items were for two different projects. After G. A. Johnson fixes the HVAC in the firing range, they will be hired to work on the bullet trap. Ald. Rainey asked what the cost would be and D. Gaynor said approximately $460,000.00. The second item on the agenda is to another company to work on the HVAC system in the 911 Center of the Police Department. Ald. Holmes, referring to the GAJ Company not bidding on alternate item G, asked what happened. D. Gaynor said they were not recommended because they did not bid on item “G”. Ald. Holmes said that the memo notes that items “F” and “G” will be added. D. Gaynor said they might at a later time. Ald. Jean-Baptiste asked what the process was to get to these results. D. Gaynor said the committee was made up of the consultant and staff members. Ald. Jean-Baptiste asked what staff was on the committee and D. Gaynor replied the members came from the Police Department and Recreation. Ald. Rainey asked for an explanation of the “deduct” items. D. Gaynor said that this was put in by the consultant and won’t be again. The City cannot accept an alternate method that deters safety. Ald. Rainey said that means deducting an alternate is negative and D. Gaynor said that is correct. A3.4 was unanimously approved 5 - 0

(A3.5) Approval of Contract Award to International Piping Systems for the Evanston Police 911 Center HVAC Upgrade (Bid 11-17)

Staff recommends approval of the Evanston Police 911 Center HVAC Upgrade to International Piping Systems (444 E. State Parkway, Suite 123, Schaumburg, IL) in the amount of $93,800. Funding provided by E911 Account 415728 ($100,000) and E911 Account 415734 ($4,367) totaling $104,367.

Ald. Rainey referring to the letter Lloyd Shepard (Business Development Coordinator) referred to on June 18, asked if this is always done and how did this letter fit into the bidding process. Jewell Jackson (Purchasing Manager) said that this was a request for a partial waiver. The company gave the cost breakdown of the project and showed that only material costs of eight percent could be met. Ald. Rainey asked where the bid was opened. J. Jackson said she did not have that fact readily available. Ald. Rainey asked if this bid was handled differently than others. J. Jackson said they had ten days to answer the questions. Ald. Rainey asked if other bidders were notified of this change and J. Jackson responded that all were questioned. Ald. Holmes noted that one requested a waiver and the others did not submit the required information. Ald. Rainey reiterated that all must be treated the same. All must have additional opportunities to participate. J. Jackson said this bid was different, 25% did not meet requirements. Ald. Jean-Baptiste asked if the request caused the waiver and J. Jackson told him that her department worked with them and went over her figures to see if they justified a waiver. A3.5 was unanimously approved 5 - 0
(A3.6) Approval of Contract for Security Fence Purchase and Installation at the Water Utility (Bid 11-19)
Staff recommends City Council approval of a contract in response to Bid 11-19 for the purchase and installation of security fence at the Water Utility to Fence Master’s Inc. (20400 South Cottage Grove Ave, Chicago Heights, IL) in the amount of $72,000. Funding is provided from the Water Fund Account 733067, which has a budget of $80,000 in FY 2010/2011 allocated for the purchase of materials to maintain and upgrade security at the Water Treatment Plant.
A3.6 was unanimously approved 5 - 0

(A3.7) Approval of Sole Source Renewal for the Geographic Information System Maintenance and Support Agreement
Staff recommends City Council approval of the sole source Geographic Information System (GIS) annual maintenance and support agreement with the Environmental Systems Research Institute, Inc. (ESRI, 380 New York Street, Redlands, CA) in the amount of $21,550. This agreement is $250 less than last year’s agreement of $21,800. Funding will be provided from the Computer Licensing and Support operating account in the IT Division of the Administrative Services Department, Account 1932.62340, which has an allocation of $22,000 for GIS software.
A3.7 was unanimously approved 5 - 0

(A3.8) Approval of Maintenance Plan Agreement for Sherman Plaza in the Amount of $115,000 beginning August 23, 2010 through August 22, 2011
Staff recommends City Council approval to continue a maintenance agreement for Sherman Plaza that was established in 2006. The agreement covers the period of August 23, 2010 through August 22, 2011. Funding provided by the Parking Fund.
A3.8 was unanimously approved 5 - 0

(A4) Resolution 29-R-10 Authorizing the City Manager to Execute the Easement Agreement with AT&T for the Placement of Utility Cabinets on Lot 17 South of Grove Street and East of Elmwood Avenue along the Union Pacific Embankment Wall
Staff recommends City Council approval of the Easement Agreement to provide desired landscaping and screening. Staff and the resident member of the Site Plan and Appearance Review Committee (SPAARC) reviewed the proposed location and recommended locating it on Lot 17 by the Union Pacific embankment wall for better landscaping and screening.
A4 was unanimously approved 5 - 0

(A5) Resolution 41-R-10 Requesting Assistance from IEPA for Environmental Technical Assistance at 1600 Foster, the proposed NSP2 Emerson Square Redevelopment Site
Staff recommends adoption of Resolution 41-R-10, which requests participation in the Targeted Brownfield Assessment (TBA) program administered by the Illinois Environmental Protection Agency (IEPA). If accepted under the TBA program, there will be no charge for the site testing
services and resulting environmental data provided by the IEPA. If the City or its consultant were to contract privately for these testing services, they typically range in value between $80,000 to $130,000.

Ald. Rainey asked if approved would the City be required to build on this property. D. Marino said that it is a voluntary program to save cost on phases one and two environmental testing. No cost is associated for the future.

A5 was unanimously approved 5 - 0

(A6) Resolution 43-R-10 Authorizing Service Center Short Term Lease Agreement

Staff recommends City Council approval authorizing the lease of the one bedroom apartment on the second floor of the Service Center, 2020 Asbury Avenue, to Ms. Sabina Mora from June 21, 2010 through August 31, 2010.

Ald. Jean-Baptiste asked what the logic was of a short-term lease. Joe McRae (Assistant to the City Manager) stated that the lease is signed by a new city employee. In accepting the job and an immediate start date, she did not have time to look for suitable housing. Ald. Fiske asked to confirm if the lease was for two people and J. McRae said it was.

A6 was unanimously approved 5 - 0

(A7) Resolution 45-R-10 Authorizing that Any Payments Relating to FY2010/11 Capital Improvement Projects Would Be Reimbursed by the Subsequent 2010 G.O. Bond Issuance.

Staff recommends approval of Resolution 45-R-10 by which City Council would authorize that payments relating to FY 2010/11 CIP project expense prior to June 28, 2010 be reimbursed by the subsequent 2010 G.O. bond issuance.

A7 was unanimously approved 5 - 0

(A8) Ordinance 29-O-10 Authorizing the Sale of Surplus Fleet Vehicles Owned by the City of Evanston (Obenauf Auction Service Municipal Equipment Auction)

Staff recommends City Council approval of Ordinance 29-O-10 authorizing that various vehicles and equipment owned by the City as listed in the ordinance can be publicly offered for sale through public auction by Obenauf Auctioneers Service (118 North Orchard, Round Lake, IL). The vehicles and equipment are presently assigned to various divisions/departments within the City of Evanston.

A8 was unanimously approved 5 - 0

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT 6:15 p.m.

Respectfully submitted:
Phillip Baugher
Administrative Services