ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, July 12, 2010

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


Members Absent:

Staff Present: Lara Biggs, Wally Bobkiewicz, Cheryl Chukwu, Dolores Cortez, Paul D’Agostino, Robert Dorneker, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Louis Gergits, Curtis Hanawalt, Jewell Jackson, Shantee Jackson, Interim Chief Klaiber, Martha Logan, Marty Lyons, Dennis Marino, Sabina Mora, Joseph McRae, Sat Nagar, Suzette Robinson, Paul Schneider, Bruce Slown, Dave Stoneback, Matt Swentkofske, Rickey Voss,

Others Present:

Presiding: Ald. Jean-Baptiste

I. DECLARATION OF QUORUM
With a quorum present, Chairman Ald. Jean-Baptiste called the meeting to order at 5:40

II. APPROVAL OF MINUTES OF REGULAR MEETING of June 28, 2010.
Minutes were approved 5-0

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 07/4/10 $2,496,698.10
A1 was unanimously approved 5 - 0

(A2) City of Evanston Bills through 07/13/10 $2,869,632.19
Ald. Rainey complimented the staff on putting together a complete document to answer the questions, a job well done.
A2 was unanimously approved 5 - 0

(A3.1) Approval of 1-Year Contract Extension for Purchase of Tires and Tubes for Vehicles and Equipment (Bid 10-26)
Staff recommends City Council approval of a 1-year extension to the contract for the purchase of Tires and Tubes (Bid #10-26) with Wentworth Tire Service Inc. (300 N. York Road, Bensenville, IL) in the amount not exceed $90,000.00. Funding is provided from the Fleet Major Maintenance Fund (Account 7710.65065) which has $130,000.00 budgeted for FY 10/11.
A3.1 was unanimously approved 5 - 0
(A3.2) **Approval of Contract award for 2010 Alley Paving Project (Bid 11-22)**

Staff recommends City Council approval of a contract in response to Bid 11-22 to award the 2010 Alley Project to the lowest responsible and responsive bidder, ACURA Inc. (556 County Line Road, Bensenville, IL) in the amount of $259,651.75. Funding for this work will be provided by the Special Assessment Fund $184,651.75 (6365.65515) and CDBG Fund $75,000 (5170.62480).

Ald. Jean-Baptiste asked Sat Nagar if it was true that the cost this year has gone down a bit. Sat Nagar (Senior Engineer) responded that it had. Ald. Jean-Baptiste asked by how much and S. Nagar said it is well below the engineer’s estimate for the project. Ald. Jean-Baptiste asked why and was told that the timing is good right now, the economy is bad and there are not too many private jobs out there.

A3.2 was unanimously approved 5 - 0

(A3.3) **Approval of Award for Automotive Parts, Supplies and Accessories (Bid 11-21)**

Staff recommends approval of the lowest responsive and responsible bidders (Bid 11-21) for General Auto Parts for medium and large trucks to Actna Truck Parts (1133 W. Pershing Road, Chicago, IL) in the amount of $66,000.00, and to Carquest Auto Parts (2312 W. Main Street, Evanston, IL) for sedans, vans, and pick-up trucks in the amount of $90,000.00 for a total of $156,000.00. The contracts will be for the period of July 19, 2010 to July 19, 2011. Funding provided by the Fleet Services Fund for Major Maintenance, Material to Maintain Autos 7710.65060. The 2010-2011 Budget for Material to Maintain Autos is $595,860.00 for parts and services.

Ald. Rainey noted that North Suburban Automotive Supply of Evanston is shown as “No Responsive.” She asked what that meant. Suzette Robinson (Public Works Director) said simply, they did not respond. All the paper work was sent to them and they were called but they were indifferent to the job proposal. Ald. Rainey said that she had talked with the owner and he sounded interested. So, shame on him. Ald. Jean-Baptiste said that he was glad to see that one of the finalists was from Evanston.

A3.3 was unanimously approved 5 - 0

(A3.4) **Approval of Purchase of Community Central System for NSP2 Grant Management**

Staff recommends that City Council approve purchase of the Community Central System as a single source. The Community Central system will manage the significant documentation required by NSP2, maintain accurate, timely records of all properties in the program, and provide a workflow management process for City staff and Brinshore. Community Central is approved by HUD as a single source purchase under 24CFR85.36, which governs procurement for federal grant programs. The total estimated cost for three years: $125,000-$130,000, based on year one recurring fee of $33,780; years two and three recurring fees estimated at $34,793 and $35,837 respectively; $20,000 set up costs; and $5,590 in additional professional services. All system costs are funded by the NSP2 grant and amount to about 7% of funds allocated for grant administration.
Ald. Jean-Baptiste asked if someone from the CDBG department would explain this. Sarah Flax (Community and Economic Development/Planning and Zoning Division) said the system was developed for Chicago’s NSP program and is now used by several NSP grantees. It is a hosted data management system designed to manage the complex documentation and compliance requirements of NSP. Mercy Portfolio Services responsible for implementing Chicago’s NSP program estimate the system reduced staff needed for grant management by between three and five. Community Central tracks data and documents at the property level and is accessible to City staff and Brinshore from any device with internet access. Financial information can be downloaded from Community Central and imported into the City’s JDE system for billing purposes. In addition, HUD staff may be given access in order to monitor the program. Ald. Jean-Baptiste said thank you and asked for a progress report in thirty days.

A3.4 was unanimously approved 5 – 0

(A3.5) Approval of Renewal of Printing Contract for Recreation & Arts Activities Guide and “Highlights” Newsletter

The Parks, Recreation and Community Services Department recommends that the City Council authorize the City Manager to exercise the option to renew the one-year contract to print the City’s combined quarterly publication with Ripon Printers (656 S. Douglas Street, Ripon, WI) for a second year in the amount of $66,354. Ripon Printers submitted the lowest responsible and responsive bid (Bid 10-48) for the first year of the contract. Ripon Printers has agreed to honor their prices for the second year, even though in the last year the specified recycled paper has increased in cost about five percent and the specified standard paper has increased almost thirty percent. Funding provided by Parks, Recreation and Community Services Department’s Communications and Marketing Services Business Unit 3015.

A3.5 was unanimously approved 5 - 0

(A4) Approval of Change Order No. 2 to the 2009 Water Main, Sewer and Street Improvements Contract (Bid 10-40)

Staff recommends approval of Change Order No. 2 to the 2009 Water Main, Sewer and Street Improvements contract (Bid 10-40) with Trine Construction Corporation (27W364 North Avenue, West Chicago, IL) in the amount of $20,915.17. Funding for Change Order No. 2 will be provided by the Water Fund, Account 733110.65515. An application will be made to the Illinois Environmental Protection Agency to have this change order cost included in the loan, utilizing a portion of the contingency included in the original funding allocation.

Ald. Rainey asked if the main cause of this change order was because the soil was found to be contaminated and this was not discovered until the soil was hauled to the dump. Who, she asked, was responsible for testing the soil. Dave Stoneback (Director of Utilities) stated that a consulting firm was hired to design the project and part of the design was to take ten soil borings along the route of the new water main. None of those soil borings were found to be contaminated. The engineer also checks with the IEPA to determine if known areas of soil...
contamination would be encountered. The contractor at a site does not analyze the soil, the landfill does. The second item in the change order is for the removal of a casing pipe at the point where the new water main connection was to be made. The City did not have the means to record where casing pipes were installed when the water main on Fowler Avenue was installed in the mid 1990s. Ald. Rainey asked if there was any reason to suspect other areas exist like this one. D. Stoneback replied that with the GIS system now in place, the latest information is available. Ald. Jean-Baptiste asked if the original plans were all paper. D. Stoneback said that a database did exist as early as 1955 but it was not as accurate as the GIS system. Ald. Jean-Baptiste asked what the longevity of this work was. D. Stoneback said 100 years. The casing pipe would have lasted longer but a section of it had to be removed to allow for the connection of the new water main. Ald. Jean-Baptiste thought this area was done later than the rest of the city. D. Stoneback related that the northeast part of town is from the 1950s, the southwest part from the 1920s to the 1940s and is newer than most of the water mains in the city. The storm sewer in the southwest portion of the city was installed along with the street paving project in the late 1970s and early 1980s. However, water and sewer mains should last approximately 100 years.

A4 was unanimously approved 5 - 0

(A5) Resolution 44-R-10 Authorizing the City Manager to Execute a Lease between the City of Evanston and Norma and Nolan Robinson for the Apartment Located at 1223 Simpson Street

Staff recommends City Council approval of Resolution 44-R-10, authorizing the City Manager to execute a lease between the City of Evanston and Norma and Nolan Robinson for the apartment located at 1223 Simpson Street. Since 2005, the City of Evanston has had a lease agreement with Nolan and Norma Robinson for the rental of the Boiler Room apartment located at 1223 Simpson St. The current agreement ends on July 31, 2010. The Robinsons are up to date on their rental payments, and have been all year.

A5 was unanimously approved 5 - 0

(A6) Ordinance 54-O-10, Increasing the Number of Class C Liquor Licenses due to the Reopening of Pensiero Ristorante

The Local Liquor Commissioner recommends passage of Ordinance 54-O-10 Amending Section 3-5-6(C) of the City Code to Increase the Number of Class C Liquor Licenses from Twenty-Four to Twenty-Five due to the reopening of Pensiero Ristorante (“Va-P, Inc. d/b/a Pensiero Ristorante,” 1566 Oak Avenue).

A6 was unanimously approved 5 - 0

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

(APW1) Report on Board of Local Improvements was held until a later date.

VI. ADJOURNMENT 6:05 p.m.
Respectfully submitted:
Phillip Baugher
Administrative Services