ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
MONDAY, APRIL 24, 2006
5:40 PM – 6:35 PM
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: Judy Aiello, Jean Baucom, John Burke, Chief Berkowski, Pat Casey, Dolores Y. Cortez, Suzette Eggleston, Doug Gaynor, David Jennings, Kevin Lookis, Gavin Morgan, Elke Purze, Cathy Radek, Max Rubin, Donna Spicuzza, Ellen Syzmanski, David Stoneback, Brad Yatube,

Others Present: Alderman Tisdahl

Presiding: Alderman Hansen

I. DECLARATION OF QUORUM
With quorum present, Alderman Hansen called the meeting to order at 5:40pm

II. APPROVAL OF MINUTES OF REGULAR MEETING of April 11, 2006

III. ITEMS FOR CONSIDERATION ON COUNCIL AGENDA
Ald. Hansen requested a consent agenda.

(A1) * City of Evanston Payroll through 04/20/06 $2,136,457.03
Item A1 approved by consent. Vote of 5 – 0.

(A2) * City of Evanston Bills through 04/25/06 $3,783,839.02
Ald. Rainey had a question regarding the April payment to First Base/Fisher Memorial pro-rated payment. Why are we paying April in April? Donna Spicuzza (Housing Planner) responded, “We start the payment at the beginning of the year. That’s the way the schedule was drawn up.” Ald. Rainey said payments should be monthly not in chunks. Spicuzza responded that she manages the Families in Transition program and we did it that way last time because they’re an agency but we can change that. We do get reports from them and meet with the agency people monthly.” Ald. Rainey made it clear how she would like to see future monthly payments made. Staff gained clarity on providing the committee with quarterly reports for payments made in the program. Ald. Rainey mentioned Fleetwood Jordain CDBG. The Alderman referred to Sally Luksin telling Fleetwood Jordain there was additional money left in a cd account. Fleetwood doesn’t have a cd account. The committee granted 110k to Fleetwood Jordain. There is no slush fund for Fleetwood or anybody else. The committee needs to be advised of when there is an additional payment. Ald. Rainey was not appreciative of the statement by Luksin. Ald. Jean-Baptiste asked Max Rubin (Director of Facilities Management) for a little more explanation about details with the change-order. Max explained when the change order comes up, we ask if there are sufficient contingency funds to cover it and gave examples. Ald. Hansen feels that any “left over” monies should be returned to the committee. Ald. Jean-Baptiste wants to draft a

1 Please note a correction on the minutes: Ald. Tisdahl was initially recorded as absent, she was in fact in attendance. I apologize for this error. It has been corrected upon posting. Dolores Y. Cortez, Exec. Asst
process to prevent further incidents. Judy Aiello (Assistant City Manager) explained sometimes time is of the essence when an unforeseen repair is discovered during construction and gave an example. Ald. Rainey suggests we go to the city’s contingency funds. Ald. Holmes asked about a weapons reimbursement on page 5 and who is Fontana Leadership on page 2? Judy Aiello explained to Ald. Holmes that Fontana is a consultant for Fire & Police.

**Item A2 approved by consent. Vote of 5 – 0.**

*(A3.1) * Approval of the lowest responsive and responsible bid from G.T. Mechanical (15729 S. Annico Drive, Homer Glen, IL) in the amount of $128,970 for the Civic Center fluid cooling tower. Funding provided by the Capital Improvement Plan and Civic Center Account.

**Item A3.1 approved by consent. Vote of 5 – 0.**

*(A3.2) * Approval of the lowest responsive and responsible bid from Municipal Sewer Services, (1400 W. Carroll Avenue, Chicago, IL) in the amount of $159,580 for the 2006 sewer maintenance contract. Funding provided by the Sewer Fund.

**Item A3.2 approved by consent. Vote of 5 – 0.**

*(A3.3) * Approval of professional services contract with Central Parking System (1 N. LaSalle, Suite 1650, Chicago, IL) to manage and operate the Sherman Plaza, Maple Avenue and Church Street parking facilities for an initial 3-year period from May 1, 2006 to April 30, 2009 with two optional 1-year renewals, for a not-to-exceed cost of $2,256,000 for the first year of the contract. Funding provided by TIF and the Parking Fund.

Ald. Holmes is still unclear on what MWEBE contains. Monterey is the new security contract and represents a vast majority of exceeded MWEBE requirement. David Jennings (Director of Public Works) explained the overview of the contract and introduced the Regional Manager and the Manager of the Church street, and a representative named Paul. The Regional Manager explained who Monterey is. Ald. Jean-Baptiste asked for an employee count. Paul responded there will be ten once the facility is opened. There was a correction made of 15 – 20. Ald. Jean-Baptiste asked that of them that are working, how many are Evanston residents? No one can answer. Ald. Jean-Baptiste went on to ask about the reference to “preference to Evanston residents” and asked what the process is. The Regional Manager promised Monterey would meet and interview and be given the opportunity to apply. If everyone could not be retained, the open positions would first be posted locally then outside the area if there was not enough response. Ald. Jean Baptiste asked if Monterey would give a job fair. The Regional Manager assumed Monterey would give a job fair. Ald. Jean-Baptiste would like to be kept updated on job fair stats and points of advertising. Ald. Rainey asked what the qualifications are to be a Monterey guard. The Regional Manager listed the qualifications and the positions are both full and part-time. The Regional Manager stated that staff is unionized and that offers job stability throughout this transition.

**Item A3.3 approved by consent. Vote of 5 – 0.**

*(A3.4) * Approval of the lowest responsive and responsible bid from R. W. Clark Construction (19418 South 97th Avenue, Mokena, IL) in the amount of $66,000 for the brick wall repair/replacement at the Municipal Service Center. Funding provided by the Capital Improvement Program.

Ald. Rainey questioned the change order and all other construction issues. Cathy Radek (Fleet Services Superintendent) explained the construction of the wall and the accident. She explained repair options. Jennings offered further explanation. Radek explained the snow was wet and could’ve added weight. Max Rubin reminded the committee that sometimes accepting the lowest bidder sometimes buys us inadequate work. Judy Aiello and Max Rubin explained the committee that there is a one year standard warranty on construction. Ald.
Jean-Baptiste inquired why we are not hiring the 49.7k contractor. He asked why are we going with the 66k instead of the 49k. Radek explained the bid from Master Project Inc. was non-responsive even after Bobbie Tolston (Purchasing) attempted to reach them. The bid was submitted, but they did not attend the mandatory meeting. Kevin Lookis (Revenue Manager) explained that the meetings are mandatory because other facts are disclosed and discussed at that time that factor into the final bid award. The criterion state if the bidder fails to appear at the meeting, the bid will be rejected. Judy Aiello explained the consequences of not staying within the RFP guidelines. Ald. Jean-Baptiste wants to know if we’re losing money based on bid criteria. Judy Aiello reminded the committee that the city has treated contractors differently and ended up in court losing law suits. Ald. Wollin noted our attempt to reach the company. Aiello offered the council a report from Bobbie Tolston on procedure. Ald. Jean-Baptiste is interested. Ald. Rainey suggested a request for proposal for the sake of leniency on cases where there are two options.

Item A3.4 approved by consent. Vote of 5 – 0.

(A4.1) * Approval of Change Order # 1 to the G.E. Riddiford Roofing Company (2333 Hamilton Road, Arlington Heights IL) contract for the Fleetwood-Jourdain Center to improve roof drainage and unanticipated masonry repair work, increasing the contract by $22,482, from $110,329 to $132,811. Funding provided by CDBG.

Item A4.1 was approved by consent. Vote of 5-0.

(A4.2) * Approval of Change Order # 1 to the G.E. Riddiford Roofing Company (2333 Hamilton Rd., Arlington Heights IL) contract for the Municipal Service Center roof project, increasing the contract by $34,319.70 from $663,618 to $697,937.70. Funding provided by the Capital Improvement Plan.

Item A4.2 was approved by consent. Vote of 5-0.

(A4.3) * Approval of Change Order # 9 to the W.E. O'Neil (2751 N. Clybourn Ave, Chicago, IL) Construction contract for the Sherman Plaza Garage for various items, increasing the contract by $12,264 from $40,654,141 to $40,666,405. Funding provided by the Washington National TIF.

Item A4.3 was approved by consent. Vote of 5-0.

(A5) * Resolution 29-R-06  NIPSTA Membership
Consideration of proposed resolution 29-R-06 authorizing the City Manager to enter into an agreement with the Northeastern Illinois Public Safety Training Academy (NIPSTA) (2300 Patriot Boulevard, Glenview, IL) to purchase a membership for the Fire & Public Works Departments in the annual amount of $25,732. Funding provided by the Fire Department budget.

Ald. Holmes wondered why the Police Dept. wasn’t included. Aiello spoke on the Chief’s behalf, “The Chief felt after review that the membership is not as beneficial to them as it is to the Fire Department.”

Item A5 was approved by consent. Vote of 5-0.

(A6) * Resolution 30-R-06  Lease for League of Women Voters
Consideration of proposed resolution 30-R-06 authorizing the City Manager to enter into a lease agreement for lease of space in the Civic Center to the League of Women Voters, 2100 Ridge Avenue, Evanston Illinois, Room 1030.

Off the initial consent agenda because some committee members are members of the League of Women Voter (Ald. Cheryl Wollin, Ald. Delores Holmes, and Ald. Anjana Hansen). This item will go to Council with no recommendation.
3 recused (Wollin Holmes and Hansen) 2 voted yes (Baptiste Rainey).

(A7) * Ordinance 61-O-06 – Increase in the Number of Class B Liquor Licenses
Consideration of proposed ordinance 61-O-06 amending Section 3-5-6 (B) of the City Code increasing the number of Class B Liquor Licenses from fourteen to fifteen due to the addition of La Petit Amelia Bistro and Wine Bar L.L.C. doing business as Amelia Bistro and Wine Bar, 618 Church Street, Evanston, Illinois 60201.
Ald. Rainey referred to the minutes and asked Pat Casey about the clause “inspect the storage area.” Casey explained inspecting the storage area was to prevent liquor theft. A representative of the restaurant confirmed same.
Item A7 was approved by consent. Vote of 5-0.

(A8) * Ordinance 62-O-06 – Loading Zone at 127 Custer Ave
Consideration of proposed ordinance 62-O-06 recommending approval of a loading zone at 127 Custer Ave, 7:00 AM to 6:00 PM, Monday through Friday, in front of the daycare facility.
Item A8 was approved by consent. Vote of 5-0.

(A9) * Ordinance 63-O-06 – Three-Way Stop at Grant Street and Dodge Avenue
Consideration of proposed ordinance 63-O-06, amending the City Code to establish a three-way stop at the intersection of Grant Street and Dodge Avenue.
Item A9 was approved by consent. Vote of 5-0.

(A10) * Ordinance 64-O-06 – Permanent Four-Way Stop at Forest Avenue and Hamilton Street
Consideration of proposed ordinance 64-O-06, amending the City Code to establish a permanent four-way stop at the intersection of Forest Avenue and Hamilton Street.
Item A10 was approved by consent. Vote of 5-0.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT

Respectfully submitted,

Dolores Y. Cortez

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