ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
MONDAY, JUNE 26, 2006
5:42PM – 6:30PM
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: John Burke, Pat Casey, Rom Chmara, David Cook, Dolores Y. Cortez, Bob Dornecker, Susan Guderly, David Jennings, Vincent Jones, Sat Nagar, Elke Purze, Cathy Radek, Mary Rodino, Max Rubin, Bobbie Tolston, James Wolinski, Brad Yatube,

Others Present:

Presiding: Alderman Hansen

I. DECLARATION OF QUORUM
With quorum present, Alderman Hansen called the meeting to order at 5:42pm

II. APPROVAL OF MINUTES OF REGULAR MEETING of June 12, 2006
Minutes were approved. Ald. Wollin suggested including speaker’s complete name referencing the Item for Discussion from committee meeting of June 12th. (Emily Guthrie – Farmer’s Market)

III. ITEMS FOR CONSIDERATION ON COUNCIL AGENDA
Ald. Hansen asked for a Consent agenda. All items marked with an asterisk approved by Consent agenda.

(A1) * City of Evanston Payroll through 06/15/06 $2,205,156.21

(A2) * City of Evanston Bills through 06/27/06 $3,716,518.00

(A3.1)* Approval of the lowest responsive and responsible bid from McCauley Mechanical (8787 S. 78th Ave. Bridgeview, IL) in an amount not-to-exceed $14,975 for maintenance of the heating and cooling systems at the Robert Crown Community Center and Ice Rink. Funding provided by the Robert Crown Ice Rink Budget.
Item A3.1 was approved 5-0.

(A3.2)* Approval of the lowest responsive and responsible bid from Hecker & Company Inc. (250 Industrial Lane, Wheeling, IL) in an amount not-to-exceed $327,888.50 for the Traffic Signal Upgrade project at Central/Ashland Avenue & Central/Asbury Avenue. Funding provided by MFT & CIP Funds.
Ald. Holmes requested removal from the Consent agenda. Ald. Holmes is requesting clarity or more information regarding MW/EBE. Bobbie Tolston (Purchasing Director) responded by explaining the criteria and what is meant by meeting requirements, she detailed the process. Ald. Holmes questioned Evanston business and resident participation. Why do they qualify, what makes them meet the EBE requirements? John Burke (Director of Transportation/Engineering) referred to the memo on the back page under “Recommendation” explaining the type of company, it is not required by the City of Evanston to learn of the ethnicity of minority firms. Tolston explained that it is illegal to make such inquiries. Ald. Rainey asked why couldn’t the City of Evanston certify minority businesses? Tolston explained the City does not have enough staff to address inquiries of such nature. Ald. Rainey questioned the ambiguity in minority qualifications and feels the City would have more control if the City were given the ability to qualify minority businesses as minority businesses. Ald. Jean-Baptiste feels that the information provided has never been enough. Ald. Jean-Baptiste shared some ideas about how the company could send their information. He would like to see in additional text what the problems are of not using Evanston-based businesses. Tolston gave examples and general statistics of what she has seen regarding Evanston based business participation regarding bids. Tolston explained how the City announces bids and how the City includes Evanston-based businesses. Ald. Jean-Baptiste strongly feels that the issue needs to be examined more closely. Tolston expressed how there has been an increase in Evanston’s minority businesses. Ald. Rainey would like the business directory by category again. It will go in the next packet. Max Rubin (Director of Facilities Management) included that there has been aid. Elke Purze (Assistant Corporate Counsel) gave examples of the Bristol projects.

After discussion, Item A3.2 was approved 5-0.

(A3.3)* Approval of the lowest responsive and responsible bid from Texor Petroleum Company (3340 South Harlem, Riverside, IL) for a period of six months beginning July 1, 2006, on an as needed basis for an amount not-to-exceed $325,000 for gas and diesel fuel. Funding provided by Fleet Services account. Ald. Rainey requested removal from the Consent agenda. Ald. Rainey asked if there were any other inquiries. The accepted bid (Northwest Municipal Conference) bid is higher than the average price. Cathy Radek (Superintendent of Fleet Services) explained that would be their price and delivery costs, she went further to explain logic and the seven cents difference. Ald. Rainey reiterated her question of whether or not city staff made other inquiries or did they go straight to Northwest Municipal Conference. Cathy Radek replied yes. David Jennings (Director of Public Works) explained the “spot buying” process and compared it to the current method. David Jennings explained that this is the City’s first time and volunteered a follow-up report on whether or not this method is successful. Radek explained safety measures. After discussion, Item 3.3 was approved 5-0.

(A3.4)* Approval of proposal from Farr Associates in the amount of $147,580, including reimbursable costs, for architectural and design services for Sub Areas 1 and 2 in the West Evanston TIF area. Included in this cost is $18,000 for a market feasibility study for Sub Areas 1-4 conducted by Valerie S. Kretchmer & Associates, sub-consultant to Farr Associates. Funding provided by the Economic Development Fund to be reimbursed by the West Evanston TIF when increment is available.
Ald. Jean-Baptiste requested removal from the Consent agenda. He asked for the expected time table on community participation and what was the discussion. Jim Wolinski (Director of Community Development) explained the City might not get the final report until October 2006, which would put the department past the deadline Moratorium period. Ald. Jean-Baptiste asked about citizen acknowledgement and environment, Jim addressed both. Ald. Rainey asked if the product we’re looking for is a road map for development for the TIF area? Jim responded the product is a master plan and detailed everything that it covers. Ald. Jean-Baptiste strongly encouraged broad community discussion.

After discussion, Item 3.4 was approved 5-0.

(A3.5)* Approval of proposal from JJR, LLC in the amount of $119,464, plus $12,300 in estimated reimbursable costs, for architectural and design services for Sub Area 3 in the West Evanston TIF area. Funding provided by the Economic Development. Fund to be reimbursed by the West Evanston TIF when increment is available.

Ald. Jean-Baptiste requested removal in conjunction with item A3.4. The alderman requested an amended total of $131,764.

After discussion, Item A3.5 was approved 5-0.

(A3.6)* Approval of proposal from Skidmore, Owings, & Merrill in the amount of $25,000 for Civic Center programming services. Funding provided by the Civic Center Projects Account.

Item A3.6 was approved 5-0.

(A4.1)* Approval of Change Order# 10, increasing the W.E. O’Neil (WEO) Sherman Plaza Garage Construction contract by $124,736 from $40,666,405 to $40,791,141 for the attached list of line items #009 through #060. Funding provided by the Washington National TIF.

Item A4.1 was approved 5-0.

(A5) * Resolution 31-R-06 Tiered Approach Corrective Action-Objective Agreement \ with Shell Oil

Consideration of resolution 31-R-06 authorizing the City Manager to enter a Tiered Approach Corrective Action Agreement with Shell Oil (1201 Chicago Avenue).

Ald. Rainey requested removal. Ald. Rainey wanted to know more about this. David Jennings responded and confirmed that the City is free of liability.

After discussion, Item A5 was approved 5-0.

(A6) * Resolution 47-R-06 for Pilot Art Program at the Farmer’s Market

Consideration of resolution 47-R-06 authorizing the “Homegrown Artists” Pilot Program at the Evanston Farmer’s Market.

Item A6 was approved 5-0.

(A15) * Resolution 48-R-06 - Abating Property Taxes related to Series 1994 Taxable Bonds in the amount of $1,850,000

Consideration of resolution 48-R-06 abating the property taxes related to the Series 1994 taxable bond issue. Four abatements were processed last fall (September 2005) and one was omitted. This abatement must be received by the County by June 30, 2006.

Item A15 was approved 5-0.
IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT  6:30pm

Respectfully submitted,

Dolores Y. Cortez