ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES

Tuesday, April 10, 2007
5:33pm – 6:35pm
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: Judith Aiello, Phillip Baugher, John Burke, David Cook, Dolores Y. Cortez, R. Dahal, Paul D’Agostino, Doug Gaynor, Matthew A. Grady, III, David Jennings, Kevin Lookis, Gavin Morgan, Sat Nagar, Dave Stoneback, Brad Yatabe

Others Present:

Presiding: Ald. Wollin

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

II. APPROVAL OF MINUTES OF REGULAR MEETING of March 26, 2007
Correction of the names of two citizens in A7. They are Padma Rao and Ms. Janes.
Minutes were unanimously approved 5 – 0.

III. ITEMS FOR CONSIDERATION ON COUNCIL AGENDA
Items were individually considered.

(A1) * City of Evanston Payroll through 04/05/07 $2,281,823.29
     Item A1 unanimously approved 5-0.

(A2) * City of Evanston Bills through FY06/07 $ 650,164.72
     FY07/08 $1,010,444.79

Ald. Rainey questioned the Johnson contract that ended in 2007 stating that it was a long term contract. She also wants more information on where the city is purchasing furniture, contract and non-contracted businesses. Ald. Wollin suggested getting bids and asked if Johnson was the lowest? David Cook (Assistant Director of Facilities Management) will report. Ald. Rainey asked for an update from the Police Department concerning L3 Communications. How many cars have cameras and computers and how many of them work? How many are left to be purchased? What is the turnover? Are we buying but not installing? Ald. Rainey asked for a progress report on the mobile technology in the Police Department. In addition she questioned the replacement check to Reginald Hunt. The alderman stated that they were told when the check was issued, Council would receive a summary report. Ald. Wollin was uncertain about time of delivery of report. Ald. Rainey noted that the check was sent as it is noted by an asterisk. Gavin Morgan (Acting Purchasing Manager) will provide clarification on the committee’s inquiries.
     Item A2 was unanimously approved 5-0.

rev. 5/1/2007 10:42:00 AM
(A3.1) * Approval of lowest responsible and responsive bidders for the 2007 Sewer and Water Main Improvement Program contract to DNB Construction Co. (741 North Michigan Avenue, Villa Park, Illinois) in the amount of $463,483.50. Funding provided by the Capital Improvement Program, Water and Sewer Funds.

Ald. Holmes examined the bids and the amounts asking what the differences were. Line 17 & 18 were the only places where she observed sizeable differences. She asked if there would be a problem when the work began. John Burke responded it is a legal bid and assured the committee the work will be done as noted. Item A3.1 was unanimously approved 5-0.

(A3.2)* Approval of lowest responsive and responsible bidder for the Megowen Park Renovation Project from Great Lakes Landscape Co. Inc. (434 East Devon Avenue, Elk Grove Village, Illinois) in the amount of $297,543. Funding provided by the Capital Improvement Program Fund. Item A3.2 was unanimously approved 5-0.

(A3.3) * Approval of lowest responsible and responsive bidder for 2007 50/50 Sidewalk & Curb Replacement Program with Suburban Concrete Inc. (6 Sequoia Road, Hawthorn Woods, Illinois) in the amount of $130,836. Funding provided by the Capital Improvement Program Fund.

Ald. Jean-Baptiste asked if SCI was an Evanston based company. John Burke (Transportation Director) stated that the firm’s headquarters are in Chicago but that the plant is in Evanston. Ald. Hansen reminded Ald. Jean-Baptiste about the letter from Morris Robinson (Economic Development Planner) in the Weekly City Manager’s mail. Ald. Rainey asked for a map of the streets and curbs being done. John Burke will provide requested map and explained the work is not city-originated but part of the 50/50 plan where the residents request that the work be done. Ald. Holmes asked why DIB did not get the bid. John Burke stated that they are not in this particular business. Ald. Rainey wanted to if we ever force people to fix their sidewalk. John Burke said we send a letter asking for participation. Ald. Rainey asked if we cite for a code violation for a broken sidewalk. John responded once we’re notified of a trip hazard, we patch first. Ald. Rainey mentioned a area that is particularly dangerous. Burke assured council it would be addressed in this purchase.

Item A3.3 was unanimously approved 5-0.

(A3.4)* Approval of lowest responsive and responsible bidder for the Smith Park Renovation Project from Pedersen Construction Inc. (936 Holmes Avenue, Deerfield, Illinois) in the amount of $369,875. Funding provided by CDBG (07/08) and the Capital Improvement Program Fund. Item A3.4 was unanimously approved 5-0.

(A3.5)* Approval of contract renewal for Green Bay Road Landscape Maintenance with KGI Landscaping Company (PO Box 265, Skokie, Illinois) in the amount of $53,802. Funding provided by the 2007/08 General Fund budget.

Ald Wollin says that the citizens all say that the area looks bad. Paul D’Agostino (Superintendent of Forestry) noted that high traffic areas are more difficult to keep clean. Ald. Holmes says that she receives many complaints especially about the dead curb side plantings. She plans to walk the street more frequently this year. Ald. Jean-Baptiste asked what are we doing different. D. Gaynor (Director of Parks/Recreation & Forestry) says that they cannot control the salt trucks. Staking the area for burlap has been looked into and is very expensive. And the area he inspected is only scheduled for every Tuesday. He is getting a new estimate from the vendor to do extra (repeat) work to compare costs to COE doing it. Sending our own crew should save money. It was agreed that since COE cleans the embankment, a routine maintenance schedule should be discussed. Ald. Rainey mentioned the embankment along Chicago Avenue along the cemetery looks like a garbage dump. It needs to be cleaned up immediately. It was mentioned that the clean-up of Howard Street was under 20K so orders have been issued to accomplish the work. D. Jennings (Director of Public Works) stated that the streetscape maintenance plan is in the works. All problem areas are being inventoried (embankment, business) and marked for 2008. The question will be if a bid is required or can COE do the work? They are hoping for at least once a week, some areas more frequently. Ald. Rainey mentioned that the Dodge area is spotless. It was noted that there is a hand crew that oversees he area. Some areas have to be done daily. Ald. Jean-Baptiste asked if Dave Jennings or Doug Gaynor oversee KGI Landscaping. Parks does that. He would like feed back on how they are doing this year. D. Gaynor will oversee the plantings and D. Jennings will oversee the cleaning. Item A3.5 was unanimously approved 5-0.
(A3.6) * Approval of purchase of 328 trees for spring planting from the Suburban Tree Consortium (Suburban Tree Consortium, West Central Municipal Conference, 1127 South Manheim Road, Suite 102, Westchester, Illinois) in the amount of $69,226. Approval of an additional purchase for the contractual planting of 100 of the trees through the STC, in the amount of $8,800. The total expenditure for the purchase of trees and the contract for planting is $78,026. Funding provided by General Fund.

Ald. Rainey asked how the trees to be replaced were selected and noted her ward hardly got any trees. Ald. Holmes counted hers too. Doug Gaynor (Director of Parks, Forestry & Recreation) stated that the program was “Ward Blind”. The planting will only be done where trees are needed. Paul D’Agostino says the ages vary and depends on the species of tree. Ald. Hansen recalled a tree article in the Tribune today regarding netting to deter cicadas. Ald. Wollin liked the proposed costs.

Item A3.6 was unanimously approved 5-0.

(A5) * Resolution 15-R-07 Authorizing the City Manager to Execute a Letter of Understanding with the Village of Wilmette

Consideration of proposed resolution 15-R-07 authorizing the City Manager to execute a Letter of Understanding with the Village of Wilmette regarding a proposed 36-inch diameter interconnection between the two municipalities’ water distribution systems.

Ald. Rainey asked if this was for delivering water one way or both ways. David Stoneback (Water Superintendent) stated that it is both ways. She asked if the ability to pump to the north would affect the availability of water in the south end of town. David Jennings (Director of Public Works) said it will have no effect on that area or Skokie. David explained that it is a system to be used for 48 hours only, worst case scenario. Ald. Jean-Baptiste asked if this means that we would have to increase our supply of water on hand. Jennings stated that we have never used our full allocation of water. Ald. Jean-Baptiste mentioned the stagnant water in the Northshore Channel. Can we flush water through it? Jennings explained that the City’s allocation is changed every three years. Some of the city’s sewers discharge into the channel and there is talk of having discharge from Wilmette. Ald. Jean-Baptiste requested that further discussions be held.

Item A5 was unanimously approved 5-0.

(A6) * Ordinance 38-O-07 by which the City Council would amend Section 10-11-7, Schedule VII (B) of the City Code

Consideration of Ordinance 38-O-07 by which the City Council would amend Section 10-11-7, Schedule VII (B) of the City Code to establish a loading zone on Austin from a point 60 feet west to a point 160 feet east of Oakton School driveway, 7:30 AM to 4:00 PM, Monday through Friday.

Item A6 was unanimously approved 5-0.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 6:33 pm

Respectfully submitted;
Phillip G. Baugher, Administrative Assistant
Dolores Y. Cortez, Executive Assistant