ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES

Tuesday, April 23, 2007
5:30 pm
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: Judith Aiello, John Burke, David Cook, Dolores Y. Cortez, R. Dahal, Paul D’Agostino, Doug Gaynor, Matthew A. Grady, III, David Jennings, Vincent Jones, Gavin Moran, Dennis Marino, Sat Nagar, Neal Ney, Regina Lookis, Laura Biggs, Brad Yatabe, Pat Casey

Others Present: Dan Rochis, Central Parking Systems

Presiding: Ald. Wollin

I. DECLARATION OF QUORUM
With a quorum present, Alderman Wollin called the meeting to order at 5:38 pm

II. APPROVAL OF MINUTES OF REGULAR MEETING of April 10, 2007
Minutes were unanimously approved 5 – 0.

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

(A1) * City of Evanston Payroll through 04/19/07 $2,198,852.52
Item A1 was unanimously approved, 5-0

(A2) * City of Evanston Bills through 04/24/07 $2,867,013.42
Ald. Rainey noted that her question on ceased funds did not get answered. Vincent Jones (Assistant to the City Manager) apologized and said that he would get it to her. Ald. Rainey noted p13, the C & J Home Improvement of $15,431 from the lead paint grant. Ald. Rainey asked about qualification and the maximum grant amount. She also asked that the report be distributed to City Council later in the week. It was noted that Alisa Dean, (Community Intervention Service Coordinator) runs the program.
Item A2 was unanimously approved, 5-0

(A3.1) *Approval of the lowest responsible and responsive bid for granular materials, for the Water and Sewer Department, contract to the lowest bidder, Super Trucking Construction (4503 U. S. Highway 12, Richmond, II) in the amount of $61,964. Funding provided by the Water Fund and Sewer Fund.
Item A3.1 was unanimously approved, 5-0
(A3.2)*Approval of the lowest responsible and responsive bid for Water Distribution Materials from East Jordan Iron Works (310 Garnet Drive, New Lenox, Illinois) in the amount of $82,230; HD Supply Waterworks (29950 Skokie Highway, Lake Bluff, Illinois) in the amount of $180,099.50; Mid American Water (1125 North Old Rand Road, Wauconda, Illinois) in the amount of $170,255.06; Resource Utility Supply Co, (PO Box 40, Lamont, Illinois) in the amount of $38,660.98 and Water Products Co. (P.O. Box 50, Aurora, Illinois) in the amount of $64,415.10. Funding provided by the Water Fund.

Ald. Rainey complimented the documentation submitted for this agenda item. She asked what software was used to generate the reports. Laura Biggs said that she used Word and inserted tables, no special software package.

*Item A3.2 was unanimously approved, 5-0*

(A3.3)*Approval of lowest responsible and responsive bid for the 2007 Sewer Maintenance Contract from Pipe-View LLC (203 Farmwood Lane, La Porte, Indiana) in the amount of $183,510. Funding provided by the Sewer Fund.

Ald. Holmes asked if Howard was one of the boundaries. Regina Lookis (Assistant Water Superintendent) said yes. Ald. Rainey asked if the city had a history of previous work with Pipe-View and if not, where are the references? Regina Lookis stated that they are a break off of a company that the city is familiar with. Ald. Rainey asked that the information be referred since the Committee is familiar with that format. Ald. Rainey asked if every area gets all the services from a light cleaning to a heavy one over the three years. It was explained that all start with a light cleaning and move up over the years. A Water Worker inspects and if he/she deems it necessary, a heavy cleaning done then.

*Item A3.3 was unanimously approved, 5-0*

(A3.4)*Approval of proposal for Phase Three architectural services for the Filter Maintenance Shop and Administrative Office area at the Water Treatment Facility with Doyle & Associates (800 South Wells Street, Chicago, Il) in the amount of $77,000. Funding provided by the Water Depreciation, Improvement & Extension account.

Ald. Rainey asked if this is the same Doyle from other contracts? Regina said yes. She noted that they do good work.

*Item A3.4 was unanimously approved, 5-0*

(A3.5)*Approval of lowest responsible and responsive bid for the Evanston Water Utility Additions and Renovations project with Scale Construction Inc. (2101 South Carpenter Street, Chicago, Illinois) in the amount of $2,452,840. Funding provided by the Water Depreciation, Improvement & Extension Fund.

Ald Holmes asked if 25% of the work completed was completed by M/W/EBE? Ald. Jean-Baptiste suggested that he and Ald. Holmes meet with Matthew A. Grady, III (Director of Finance) to develop an ordinance that will spell out the City’s goals. Ald. Rainey asked if references were looked at for all the bids. Regina stated that Scale Construction has never worked for Evanston but has done a lot of work for the Chicago School District and others. Ald. Jean-Baptiste asked if on a main contract can staff identify the companies and give a little background. Staff committed to meeting the committee’s request.

*Item A3.5 was unanimously approved, 5-0*
(A3.6)*Approval of a lease purchase of two (2) riding mowers from the State of Illinois bid for the Parks/Forestry & Recreation Department from Turf Professionals Equipment Company (3816 Carnation Street, Franklin Park, Illinois) in two annual payments of $44,328.07 each for a total of $88,656.04. Funding provided by the General Fund.

Ald. Jean-Baptiste asked why is the City leasing? Doug Gaynor (Director of Parks, Forestry & Recreation) responded that the City has a two year contract to buy, so it is a lease right now.

Item A3.6 was unanimously approved, 5-0

(A3.7)*Approval of purchase of a wheel loader vehicle for the Water & Sewer Division from McCann Industries (543 South Rohlwing Road, Addison, Illinois) in the amount of $132,510 plus $6,376.50 for a 5-year warranty, totaling $138,886.50. Funding provided by the 2007-08 Sewer Capital Outlay budget.

Item A3.7 was unanimously approved, 5-0

(A3.8)*Approval of contract for consulting services for a Revised Downtown Plan and Downtown Form Based Code Pilot Study with Duncan Associates (117 North Jefferson, Suite 201, Chicago, Illinois) in the amount of $236,324. Funding provided by the Economic Development Fund, the Downtown II TIF and the Washington National TIF.

Ald. Rainey asked about the amount of discussion that preceded this contract. Dennis Marino (Assistant Director Community Development) said there had been many meetings. Ald. Rainey stated that with all the various parts she is unable to reconcile the project and the costs. She is not confident about such an enormous proposal. Ald. Jean-Baptiste wants an overview timetable. He feels more discussion is required and suggested that maybe a pilot program should be started. Committee would like to hold it for the Economic Development Committee to re-examine this issue. Ald. Hansen asked how did staff decide to do this study and what was the process? Dennis Marino said discussions started last August. He furthered explained that this is to be a pilot study, the Downtown area, in that it is different that the west side of Evanston and Central Street. The area is bordered by Orrington, Church, Sherman and Davis. The focus is on two transitional blocks and two core blocks. The concentration will be on them to get a sense of how this will work. The Downtown Planning Commission wants to see this study. The last study needs to be updated.

Ald. Holmes asked if it would affect the project on the east side of Orrington. Dennis Marino said no, they are anticipating projects in work, this study and interest in other projects all going on simultaneously. Ald. Jean-Baptiste mentioned acceleration on this project. Dennis Marino said that it is in the plan. Ald. Rainey thought the area was very large for a pilot program. Dennis Marino stated that the traditional areas downtown are rather small but the transitional areas around the downtown area are large. There are also two core blocks. However the study is a small percent of the total downtown area. Judy Aiello (Assistant City Manager) stated that the study would take up to a year to complete. To expedite things, this study is needed as staff cannot produce the work in a shorter time. Ald. Jean-Baptiste is not confident that the ending results will justify the amount of money spent. Judy Aiello stated that the stake holders (new residents, property owners and the rest of the community) are why the study is sought. It will advise city staff on what we can build zoning wise and what will be economical. The study from a few years ago had a broad group of stake holders involved. Dennis Marino said that this
study with the “district” approach will yield the best recommendations. Under their title, five firms will be involved. Ald. Rainey mentioned pivotal areas such as that between Davis and Grove on Church Street. She feels that before the City receives hard core proposals staff needs to get a sense of urgency about these other areas. Judy Aiello noted that the City is beginning to see a shortage of office space so that is something that we need to discuss with developers and bankers. Ald. Holmes asked if we did not need a time line for how long this will take. The alderman asked if the A&PW Committee could say “no more development until this study is done”? Judy Aiello said yes to the first question and suggested that we should not put a moratorium on projects while waiting on others to be completed. Ald, Holmes asked if someone comes in with a proposal for Chicago Avenue, do they put it in? Judy Aiello said yes. The Plan Commission and the Council can still say no. Ald Holmes asked if it would be better if it was in the guidelines? Dennis Marino mentioned that the study is to help define the high density areas from the low and to give guidelines about their use. Judy Aiello mentioned that another source to be heard from is the Preservation Committee. Ald, Jean-Baptiste suggested that a full presentation be made to the Council before the process goes any further. Ald. Rainey says we should have the discussions now and then consider approval. She also asked what the status was of hiring a Zoning Director? Judy Aiello said that one was hired today and will start May 10th. Ald, Rainey also mentioned that though the company has worked with Chicago, we are not Chicago or the same for a zoning ordinance. She also mentioned that the staff seems to be so involved in planning that they are not able to attack the commercial and retail issues in the community. Ald. Wollin motioned to send Item A3.8 back to Planning and Development and if they decide to go ahead, send it back to Administration and Public Works.

Item A3.8 was held, 5-0

(A3.9)*Approval of the 2nd year of a three year contract with Central Parking Systems Parking (1 North LaSalle Street, Suite 1650, Chicago, Illinois) for the not-to-exceed cost of $2,330,251 for the management and the operation of the Sherman Plaza, Maple Avenue and Church Street parking facilities. Funding provided by the Parking Fund.

Ald Jean-Baptiste asked if the CPS Manager was here. Ald. Jean-Baptiste mentioned a complaint from a ward resident who alleged that CPS only hired foreign nationals. African Americans did not get hired. The alderman also asked if this was part of Public Works. John Burke (Transportation Director) answered that is was. John then introduced Dan Rochis (CPS Area Manger) who said that the allegations are not true and began explaining hiring practices. CPS has held job fairs in Evanston. Residents receive preference in being hired. Of the 27 applicants, several could not work the hours needed and some just where not qualified. Ald. Rainey asked what the REED test was? No one could respond. Human Resources will respond. There are currently no statistics available for the percentage of applicants that failed the test or the drug test. Committee asked for those figures and Dan Rochi said that he would provide them.

Item A3.9 was unanimously approved, 5-0

(A4) * Resolution 16-R-07 Authorizing the City Manager to Execute an Amendment to the Lease Agreement Between the City and Sprintcom, Inc.

Consideration of proposed resolution 16-R-07 authorizing the City Manager
to execute an amendment to the North Standpipe Lease Agreement with Sprintcom, Inc. (400 Grand Avenue, Elmhurst, Illinois) to allow for the expansion of the wireless telecommunication equipment that is located at the site.

Ald Rainey asked if city staff had contacted other communities about the space increase and if this gives too much power to Sprintcom. The alderman doesn’t feel as strongly about this as she did the base deal. In response, a survey showed that Evanston is high in their annual increase. In a comparison of adding more space, no hard facts are available. Nextel is looking at expansions but on the whole, Evanston remains on the high end. Ald. Holmes asked about the other areas in use beside the south and north standpipes. Sprint has one at Fleetwood-Jourdain. The alderman was promised a list would be furnished.

*Item A4 was unanimously approved, 5-0*

(A5) *Resolution 18-R-07 Authorizing the City Manager to Sign FY2007 America’s Treasures Grant Application.*

Consideration of proposed resolution 18-R-07 authorizing the City Manager to sign FY2007 Save America’s Treasures grant application to renovate the two fog signal buildings at Grosse Point Lighthouse. The proposed grant will be matched with CIP Funds.

*Item A5 was unanimously approved.*

(A6) *Resolution 75-R-06 Authorizing the City Manager to Sign a Lease for the South Branch Library.*

Consideration of proposed resolution 75-R-06 authorizing the City Manager to enter into a lease for 943 - 949 Chicago Avenue to house the South Branch Library. Funding is provided by the Library’s operating budget.

Ald. Rainey pointed out that the language on the cover page did not match the language in the lease and asked who pays the utilities. Neal Ney (Library Director) said he will get back to her. Ald Jean-Baptiste requested clarity on page 3 where it states the utilities are paid by COE.

*Item A6 was unanimously approved, 5-0*

(A7) *Ordinance 43-O-07 Authorizing the Issuance of not-to-exceed $33,500,000 General Obligation Bonds.*

Consideration of proposed ordinance 43-O-07 authorizing refunding the outstanding General Obligation Corporate Purpose Bonds, Series 1997 and 1999, and financing the current Capital Improvement Plan FY 2007-08 of the City as described in Section 2 of this ordinance.

Ald. Rainey asked who the Bond Counsel was. Matthew A. Grady, III (Finance Director) stated the Bond Counsel is Katten Muchin Rosenman LLP. Ald. Wollin noted that this ordinance was for Introduction and Action. Matthew explained the reason to request to suspend the rules.

*Item A7 was unanimously approved, 5-0*

(A8) *Ald. Wollin noted that there was no A8 on the Administration and Public Works agenda. Dolores Y. Cortez (Executive Assistant) explained that A8 is on the Council agenda “For Action” and A9 is an addendum.*
(A9) * Finance Department Contract for Underwriter Services

Approval of contract for consulting services for JP Morgan, Senior Underwriter (10 South Dearborn Street, Chicago, Illinois) as underwriter for the bond financing of the 2007/08 Capital Improvement Program and bond refunding opportunities, in an amount not to exceed $160,000. Funding provided by bond proceeds.

Matthew A. Grady apologized for the inconvenience of submitting an addendum and explained the time sensitivity of cashing in on good market opportunities. He is in position to save the city $17,000. Ald Jean-Baptiste asked for a presentation. Ald. Rainey asked for comparisons to William Blair. Since both companies are of very different size. Ald. Rainey is concerned about the service a community of our size can expect from a company the size of J.P.Morgan. Matthew said that exact question was part of the interview process of all applicants. A representative from J.P.Morgan the senior underwriter and Alta Capital were in the audience. They stood and introduced themselves and announced they will only be working on one deal at a time.

*Item A9 was unanimously approved, 5-0*

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 7:00 pm

Respectfully submitted,
Phillip Baugher, Finance Department Secretary
Dolores Y. Cortez, Executive Assistant