ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, November 24, 2008
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


MembersAbsent: Ald. Hansen

Staff Present: Chief Berkowsky, John Burke, David Cook, Robert Dorneker, Steven Drazner, Chief Eddington, Doug Gaynor, Robert Gustafson, Chief Hunter, Jewell Jackson, Lonnie Jeschke, Martin Lyons, Joseph McRae, Sat Nagar, Elke Purze, Rolanda Russell, Cheryl Schrader-Chukwu, Lloyd Sheppard, Bruce Slown, Dave Stoneback, Evonda Thomas, Lisa Woods

Others Present: Tina Hickman, OTIS Elevators
Junad Rizki, Resident
Mike Vasilko, Resident

Presiding: Ald. Holmes

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

II. APPROVAL OF MINUTES OF REGULAR MEETING of November 10, 2008
Minutes were unanimously approved 4-0.

(A1)* City of Evanston Payroll through 11/19/08 $2,294,864.64
Item A.1 was unanimously approved 4-0

(A2)* City of Evanston Bills through 11/25/08 $3,571,535.57
Ald. Rainey asked what the Ergometrics Personnel Video test actually was. Cheryl Schrader-Chukwu (Organizational Development Manager) said that the video test comes from Washington State and they score it. This test was for Service Desk Officer Candidates. Ald. Rainey asked what it had to do with ergometrics. C. Schrader-Chukwu said not a thing, it is the name of the company. *** Ald. Rainey, referring to the payments to Leslie Wellington, asked what she specifically did for the Police Department. Chief Eddington said that she is a mental health professional that evaluates officers after they have been involved in a traumatic incident. This evaluation is part of established PD protocols. Ald. Rainey asked who decided the officer needed this service. Chief Eddington said the Ms. Wellington is on staff. *** Ald. Rainey asked what tools were used to monitor the success of the Illinois Subsequent Pregnancy Program. Evonda Thomas (Director Health and Human Services) mentioned that the program has a built-in evaluation component and in addition, on site visits are made. Ald. Rainey asked if the committee could get the results to see how the program is doing. E. Thomas said they could. Ald. Rainey asked if Ms. Thomas thought the program was effective. E. Thomas said she did. The program is to educate teens with education to prevent subsequent pregnancies and or the spacing of pregnancies. An evaluation is every year. This model looks at goals and outcomes with teens. It attempts to delay pregnancies at least twelve months.
Ald. Rainey thought this was strange but Ald. Holmes said the goal of spaced pregnancies was to change it from a high school freshman with a second pregnancy as a sophomore to the senior year. *** Ald. Rainey thought twelve thousand dollars was a high cost to remove equipment from squad cars. Lonnie Jeschke (Manager Fleet Operations) stated that these charges were for removing equipment from old squad cars and installing it in the new cars. He also stated there would be more invoices as the remained of the 22 new vehicles purchased are transferred over. Ald. Rainey asked how many vehicles were covered for the twelve thousand dollars. L. Jeschke said it was for five vehicles. Ald. Wollin asked if this was new equipment. L. Jeschke said no, primarily it was transferring the existing equipment from old vehicles to the new vehicles. Ald. Jean-Baptiste wondered at the high cost per vehicle. L. Jeschke said that each car is outfitted differently as it relates to installed equipment based on how the vehicle is utilized. Ald. Jean-Baptiste asked how long the labor took. L. Jeschke said it was eight hours per vehicle on average. *** Ald. Rainey asked if the item of payment to the Transystems Corporation Sheridan Road had been discussed in committee before. John Burke (Public Works Director) said it had, some months ago.

Item A.1 was unanimously approved 4-0

(A3.1) *Approval of Contract for Third Party Administration (Workers Compensation, Automobile and General Liability Claims)*

Recommend approval of contract for the purchase of Claims Administration Services form CCMSI for Worker’s Compensation, Automobile Liability and General Liability at an estimated initial/administrative cost of $135,500, the actual cost will vary based upon the actual number of claims that the City has in a given year. Funding provided by the Insurance Fund.

Item A3.1 was unanimously approved 4-0

(A3.2) *Approval of Sole Source Purchase of Code Required Upgrades for City-Owner Elevators*

Recommend approval of sole source purchase of code required testing, upgrades and improvements for the elevators at the Civic Center, Municipal Service Center and Church Street Self-Park with OTIS Elevator (949 Oak Creek Drive, Lombard, IL) in the amount of $44,350.83. Funding provided by Parking Services and the Municipal Service Center and the Civic Center Interim Repairs accounts.

Ald. Rainey asked if these upgrades were the same as required in residential buildings. David Cook (Superintendent of Facilities) said they were. He then proceeded to correct the totals in the graph in the summary. The Civic Center Entrance Protection should have been twice the amount shown. The grand total for the Civic Center should read $13,580.00. The total for all locations should read $47,150.83. Ald. Holmes said she thought that the City had service contracts with OTIS. D. Cook said the costs are for an inspector and additional testing and personnel that are required by State. Ald. Holmes mentioned that at an open house, one of the hire a person to do it and they must also have a person watching him, a code representative. She asked if this is really a State requirement. Tina Hickman (OTIS Sales Representative) said that it was a State requirement. Ald. Wollin asked if the new elevators had the anti-fall safe guards and T. Hickman said that they do. Ald. Wollin felt that this additional required work can make it very expensive for people. Some condos are going through elevator renovations and they are concerned about the cost. Representative Hamos said that there are choices to be had. She asked Ms. Hickman if she knew anything about the alternatives. T. Hickman said she would need more facts about the particular elevator to make a comment. Ald. Holmes pointed out that this is another State requirement with no money attached. Ald. Rainey asked if when the City signed this contract they, the City, knew about the
upgrades. D. Cook said the answer is no. T. Hickman said the OTIS knew. Of the 3000 elevators they handle with only one employee to evaluate their condition, they did not know what the City would need at the time the contract was negotiated. Ald. Rainey said that OTIS knows the City’s elevators. Ms. Hickman reitered that OTIS did not know what the State would require. Ald. Rainey asked in the upgrades would be covered under the contract and Ms. Hickman said they would.

Item A3.2 was unanimously approved 4-0

(A4.1)*Approval of Amendment #1 for Engineering Services on the Evanston/Wilmette Distribution System Interconnection (RFO 08-32)

Recommend approval of amendment #1 to the agreement with MWH Americas, Inc. (380 Interlocken Crescent, Broomfield, CO) for design of the Evanston/Wilmette Distribution System Interconnection. This amendment will increase the agreement amount by $44,658 from $289,638 to $334,286. The completion date of the agreement will also be extended from April 30, 2009 to March 31, 2010. The additional cost will be evenly split between Evanston and Wilmette. The Evanston portion ($22,329) will be provided by the Water Fund account.

Resident Junad Rizki suggested that even though this is for additional engineering costs, if this is not an emergency item, during this tight budget year it should be held. Surely the City has other emergency items that truly are emergencies that need to be funded first. Dave Stoneback (Superintendent Water and Sewer Division) said per Council direction, a list is being prepared to document all jobs that need to be completed. A study was done with Wilmette, on going since 2003, to design the new interconnect. Ald. Jean-Baptiste asked Mr. Stoneback if he recommended approval of this motion. D. Stoneback said he does. He also mentioned that this project will be funded by IEPA Public Water Supply Revolving Loan Program. J. Burke said that this project is far down in the process. Ald. Wollin noted that the cost savings are significant and the only reason it has been postponed is the Sheridan Road work. She noted that even Skokie is proposing to provide five hundred thousand dollars towards this project. She urged the committee, and the City, to go ahead with this project. Ald. Rainey mentioned that of all the experts the City Council has, they have no water experts. She said that the committee relies on Dave Stoneback. She asked him how the interconnect will be used when the work is done. What will happen in Evanston? D. Stoneback said that if the chlorine feed is inoperable, or they cannot treat the water with chemicals or even a major electrical problem occurs, the City would need another source of water. And, it is important that the City maintain water pressure in case of fires. Ald. Rainey asked if this system would work for Evanston. D. Stoneback said yes, this system supports Evanston.

Item A4.1 was unanimously approved 4-0

(A4.2)*Approval of Change Order #2 for the 2007 Water Main, Sewer and Street Improvements Project (Bid No. 07-61)

Recommend approval of change order #2 for the 2007 Water Main, Sewer and Street Improvements project with DiPalo Company (4350 DiPalo Center, Glenview, IL). This change order will increase the contract amount by $79,137.51 from $2,533,126.81 to $2,612,264.32 No time extension is granted as part of this change order. Funding is from the Water Fund ($35,876.77), Sewer Fund ($11,232.84) and CIP ($32,027.90).

Ald. Rainey noted that this change order and the following change order have no clear description of what they are for. She asked if it was errors on the part of the architect and if so was he paying. D. Stoneback said the additional work was for an increase in the concrete road base. The Engineer did core samples which showed the road to have asphalt as a base. But, it turned out it was concrete and you have to match the base when putting in a new road. Ald. Rainey asked how the mistake was made since eight core samples were taken. D. Stoneback said that seven of the eight samples were asphalt. Two samples are taking for each length of a block but you never really know until you get
down to the level that is to remain. This increase also covers additional items like an increase in pavement marking and repairs to water mains in three different places. When exposed, it was discovered that the saddles were corroded and had to be repaired to maintain water service to the properties. As the memo shows, additional work is required that could not have been assumed at the time the design was completed. Ald. Holmes asked if citizens can get copies of these memos. Ald. Rainey said it is on line the Friday before a Council Meeting. Ald. Jean-Baptiste asked who in the Water and Sewer Department works with contractors to determine costs. D. Stoneback said that an outside consultant works along side the contractor and the consultant deals with the Assistant Superintendent. Change orders are then received by the Superintendent. Ald. Jean-Baptiste asked if changes are negotiated. D. Stoneback stated that yes they were but the best way is to pay for time and materials used, which are both watched and accounted for. Ald. Jean-Baptiste wondered how old the items on this change order were. D. Stoneback said that it had been held because they were negotiating with the contractor to correct paving and other issues on Custer Street. By holding the change order and payments, they were in a better position to force the contractor to correct the improper work job.

Item A4.2 was unanimously approved 4-0

(A4.3)* Approval of Change Order #4 for Construction of Fire Station #5 Demolition and Reconstruction Project (Bid 08-17)
Recommend approval of change order #4 for Central Lakes Construction (749 Pinecrest Drive, Prospect Heights, IL) for additional work associated with basement flooding on September 13, 2008 at Fire Station #5 located at 2830 Central Street. Approval of the change order will increase the contract by $26,722 from $4,704,054.95 to $4,730,826.95. Funding for this change order is provided by the Capital Improvement Program.

Ald. Rainey asked at what point was ComEd called to turn off the electricity which shut down the sump pump causing the 18” of water to build up and cause so much damage. Doug Gaynor (Director of City Operations) said that basically the alley flooded so quickly the sewers could not handle the amount of rain water. Ald. Rainey asked if it rained more at the Fire Station then elsewhere because she has not heard of such problems in other neighborhoods. D. Stoneback stated that at that location, the sewer drainage basin does not operate as well as others. The restrictor detention was overwhelmed in the alley and caused draining into the parking lot at the station. Ald. Rainey noted that builders must be very specific when installing detention systems. Is the City as rigid on this installation as they are when developers have the work done. D. Stoneback said definitely, yes. Jean-Baptiste mentioned that the rain that day was so strong that it went over curbs and into buildings. Ald. Rainey asked why the electrical was cut off at less than 18” off of the ground. D. Cook said that even with the pumps, the water went nowhere. As it rose, the power had to be cut to avoid major repair problems. Ald. Rainey asked what was learned from all this. D. Stoneback said as a result they modified the sewer and provided an overflow to the relief sewer on Lincolnwood. When the water level rises to a certain level it will discharge to the relief sewer. Ald. Rainey wanted to know when these repairs would be completed. D. Gaynor said they would be completed in mid-December at which time there will be a soft opening. In January there will be a ribbon cutting ceremony.

Item A4.3 was unanimously approved 4-0

(A5)* Resolution 59-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 59-R-08 for abatement for bond issues series 1999.

Item A5 was unanimously approved 4-0

(A6)* Resolution 60-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 60-R-08 for abatement for bond issue series 2000.
Item A6 was unanimously approved 4-0

(A7)* Resolution 61-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 61-R-08 for abatement for bond issue series 2002A/B/C.
Item A7 was unanimously approved 4-0

(A8)* Resolution 62-R-08 General Obligation Debt Property Tax Abatements
Item A8 was unanimously approved 4-0

(A9)* Resolution 63-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 63-R-08 for abatement for bond issue series 2004.
Item A9 was unanimously approved 4-0

(A10)* Resolution 64-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 64-R-08 for abatement for bond issue series 2004B.
Item A10 was unanimously approved 4-0

(A11)* Resolution 65-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 65-R-08 for abatement for bond issue series 2005.
Item A11 was unanimously approved 4-0

(A12)* Resolution 66-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 66-R-08 for abatement for bond issue series 2006.
Item A12 was unanimously approved 4-0

(A13)* Resolution 67-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 67-R-08 for abatement for bond issue series 2007.
Item A13 was unanimously approved 4-0

(A14)* Resolution 68-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 68-R-08 for abatement for bond issue series 2008B.
Item A14 was unanimously approved 4-0

(A15)* Resolution 69-R-08 General Obligation Debt Property Tax Abatements
Consideration of proposed resolution 69-R-08 for abatement for bond issue series 2008C.
Item A15 was unanimously approved 4-0

(A16)* Ordinance 89-O-08 Amending Section 1-17-1 of the Evanston City Code by Adding Subsection 1-17-1(C) “Local Employment Program.”
Consideration of proposed ordinance 89-O-08 amending Section 1-17-1 of the Evanston City Code by adding subsection 1-17-1(C) “Local Employment Program” to ensure Evanston Residents are hired to perform 15 percent of the total work hours at the construction site and that a minimum of one Evanston resident is hired for those projects with a value at or greater than $500,000. Item was held in committee on 08/11/08.
Ald. Rainey asked where in the ordinance it says that 5 or 15% of the work hours equals 250 hours. She continued, where does it say at least three persons need to be hired. What good is it to hire four residents for twenty hours each. At $33.00 per hour, it is good to take a twenty or even a ten hour job. Jewell Jackson (Purchasing Manager) said that the writers tried to stay away from citing past examples. Ald. Rainey thought that was fine but going forward a few would help. For example, a new job is 200 hours and employs five subcontractors. How does the City divide the hours between the five companies. J. Jackson stated that the general contractor is responsible for getting the hours covered. Ald. Rainey suggested that this would be an accounting nightmare. Lloyd Sheppard (M/W/EBE Coordinator) said that is not how this program was envisioned. He went on to say that the general contractors as well as the sub-contractors determine the hour’s obligation. Two or three hours to one person makes no sense. The City is trying to create a program with viable employment opportunities of forty hours or more. They will be determining the number of hours. We have to wait until the work is in progress. A monthly report of payrolls will tell hours allocated against the total project hours. Ald. Rainey asked Doug Gaynor about a hypothetical bid of his for a park project. The staff estimated 500k to 700K in costs. When do you see the one resident needs to be hired. When does this go into the bid package. D. Gaynor said that is not the intent of this program. Anticipated hours of a program will tell the number of residents to be hired. Ald. Rainey did not think this was in the ordinance. Martin Lyons (Finance Director) said the committee tried not to be restrictive. One employee for five months, two for two months, etc. doesn’t work based on the available labor pool. So it is specified, at least one resident. Ald. Rainey saw the one person but wanted to know where it said “more people”. The bid cannot be accepted without their willingness to hire residents. M. Lyons said that a percent requirement will be in place. Ald. Rainey thought the implementation will be a nightmare for Mr. Sheppard. It will be very confusing to contractors bidding in Evanston. She pointed out that she was for this program but thought this document added a layer of confusion. Ald. Jean-Baptiste suggested to Ald. Rainey that in the practice of using this ordinance, M. Lyons, J. Jackson and L. Sheppard will tweak the ordinance to avoid possible nightmares. He felt contractors will move to meet this requirement. This change needs to be put in place and monitored. The City needs to provide opportunities to the local residents. Let’s try and see where it goes he continued. If it becomes a major problem, the staff will come back to it. Rolanda Russell (Interim City Manager) said that staff will monitor this but that the City cannot have an overly restrictive ordinance. Ald. Rainey voiced the opinion that this was way overdone. She also thought the ninety day option was strange. Ald. Wolin mentioned that the report in a year would be good. Ald. Rainey said the ordinance says a report in two years will be provided. D. Gaynor stated that the staff can do a report whenever they want to. Ald. Jean-Baptiste suggested that a full year cycle be allowed to pass and then a report be completed. If too restrictive, he said, contractors will not bid in Evanston. Junad Rizki (Resident) said that this will only add money to the contractors cost. Where do these people come from? A contractor has a crew he can rely upon and it helps keep his costs down. To be forced to use residents, a contractor will pad his bid. This is just more money being paid to contractors. L. Sheppard said that he has union members calling him every day looking for work. A lot of union members in Evanston are looking. Residents have skills. Those on the sewer relief program now have experience to offer. Once the word gets out that contractors are seeking Evanston residents, they will be found. Some cities he spoke with said have not noticed any increase in cost. Ald. Rainey closed by saying she does not think this ordinance helps those who have skills.

(A17)* Ordinance 117-O-08 Dedicated for Alley Paving Purposes Certain Land Owned by Louis Silverstein and Paula Cofresi Silverstein, North of Leonard Place and East of Asbury Avenue

Consideration of proposed ordinance 117-O-08 dedicating a portion of 1211 Leonard Place parcel to the City of Evanston for the purpose of improving the
adjacent public alley.
Ald. Rainey, referring to both A17 and A18 asked if the value of the property was equal to the cost of doing the alley work. J. Burke said that the value exceed the cost of the work. Mike Vasilko, (Resident) asked what the cost was to the city and wondered if this kind of work could not be held off until a better budget time. Ald. Rainey said that the costs are shared between the residents and the City, 50/50. It is also not desirable to postpone alley work due to continued degrading.
Item A17 was unanimously approved 4-0

(A18)* Ordinance 125-O-08 Dedicating for Alley Paving Purposes Certain Land Owned by Stephen E. Herz and Jamie Hochman Herz, North of Leonard Place and East of Asbury Avenue
Consideration of proposed ordinance 125-O-08 dedicating a portion of 1207 Leonard Place parcel to the City of Evanston for the purpose of improving
Item A18 was unanimously approved 4-0

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 6:55 p.m.

Respectfully submitted:
Phillip Baugher
Administrative Assistant, Finance Department