



ADMINISTRATION & PUBLIC WORKS COMMITTEE

**Monday, April 9, 2018
6:00 p.m.**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
James C. Lytle Council Chambers**

AGENDA

- I. DECLARATION OF A QUORUM: ALDERMAN FLEMING, CHAIR**
- II. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 26, 2018
AND MARCH 19, 2018**
- III. ITEMS FOR CONSIDERATION**

(A1) Payroll – February 19, 2018 through March 4, 2018	\$2,762,402.14
Payroll – March 5, 2018 through March 18, 2018	\$2,780,773.27
(A2) Bills List – March 27, 2018	\$1,399,302.89
Bills List – April 10, 2018	\$4,292,911.16

For Action

**(A3.1) Renewal Agreement with Express Press to Supply Clothing for the Parks,
Recreation and Community Services Summer Programs**

Staff recommends that the City Council authorize the City Manager to execute the renewal option of the agreement with Express Press, (18560 E St. Louis Street, Springfield, MO. 65802) for the Parks, Recreation and Community Services Department 2018 summer clothing, in an amount not to exceed \$24,500. A breakdown of the thirteen account numbers and budget allocations can be found on the corresponding transmittal memorandum.

For Action

(A3.2) Agreement with Evanston Township High School to Supply Lunch Meals for the 2018 Summer Food Program

Staff recommends that City Council authorize the City Manager to execute an agreement between the City of Evanston and Evanston Township High School (E.T.H.S.), (1600 Dodge Avenue, Evanston 60201). This agreement is to provide lunch meals for the 2018 Summer Food Service Program in the not-to-exceed amount of \$3.25 per lunch. This is a reimbursement program in which the total amount of reimbursement the City will receive is solely dependent upon the number of meals served and varies depending on the levels of participation. Funding for this program is budgeted in business unit 100.30.3050, Recreation Outreach Program, where program expenditures are charged back and revenue credited. There is \$125,000 allocated for food purchases of which \$15.79 has been expended.

For Action

(A3.3) Sidewalk Café – French Kiss Café at 517 Dempster Street

Staff recommends City Council approval of first-time application for a sidewalk café permit for French Kiss Cafe, a Type 2 restaurant located at 517 Dempster Street. The sidewalk café will consist of two tables with two seats each for a seating capacity of four, and will operate Monday–Friday from 7:00 a.m.–7:00 p.m. and Saturday–Sunday from 11:00 a.m.–7:00 p.m.

For Action

(A3.4) Sidewalk Café – Rock N’ Ravioli at 1012 Church Street

Staff recommends City Council approval of first-time application for a sidewalk café permit for Rock N’ Ravioli, a Type 1 restaurant located at 1012 Church Street. The sidewalk café will consist of six tables with two seats each for a seating capacity of 12, and will operate Wednesday – Sunday from 11:00 a.m. – 10:00 p.m.

For Action

(A3.5) Contract to Provide a Street Condition Evaluation and Right-of-Way Asset Management with Infrastructure Management Services L.L.C

Staff recommends that City Council authorize the City Manager to execute a contract to provide a street condition evaluation and right-of-way asset management with Infrastructure Management Services L.L.C (1775 Winnetka Circle, Rolling Meadows, IL 60008) in the amount of \$206,720. This project will be funded from the City’s Capital Improvement Program (CIP) 2018 General Obligation Bonds (Account No. 415.40.4118.62145-418005), which has an FY 2018 budget of \$250,000. The remaining fund balance is \$250,000.

For Action

(A3.6) Contract Extension for 2018 with Patriot Pavement Maintenance for 2018 Crack Sealing Program

Staff recommends City Council authorize the City Manager to execute a one year contract extension for crack sealing services with Patriot Pavement Maintenance (825 Segers Rd., Des Plaines, IL 60016), in the amount of \$80,000. This contract award is part of a bid let by the Municipal Partnering Initiative. Funding for this work will from the Street Maintenance Fund (Account 100.40.4510.62509), with a budget of \$80,000. The account has a remaining balance of \$80,000.

For Action

(A3.7) Contract Extension for 2018 with Precision Pavement Markings, Inc. for Pavement Marking Program

Staff recommends City Council authorize the City Manager to execute a one-year contract extension for pavement markings with Precision Pavement Markings, Inc. (P.O. Box 705 Elgin IL 60123) in the amount of \$92,600. This contract is part of a bid let by the Municipal Partnering Initiative (MPI). Funding for this work will be from the 2018 Capital Improvement & Parking System Funds: Capital Improvement (Account 415.40.4118.65515-41709) with a FY18 Budget of \$175,000 and a remaining balance of \$85,000; and Parking System (Account 505.19.7005.65515) with a FY18 budget of \$2,450,000 and a remaining balance of \$2,128,321.

For Action

(A3.8) Single Source Purchase of Riding Mower from Reinders, Inc.

Staff recommends the City Council authorize the City Manager to execute a purchase order for a Toro Groundskeeper Riding Mower, model GM3280-D, from Reinders, Inc., (3816 Carnation Street, Franklin Park, IL 60131), in the amount of \$21,997.70. Funding for this purchase is from the General Fund (Account 100.40.4330.65550) with a FY18 Budget and remaining balance of \$26,000.

For Action

(A3.9) Purchase of Vehicle for the Evanston Police Department from Currie Motors

Staff recommends City Council approval of the purchase a Ford SUV outfitted with lights, sirens and other necessary equipment for operations. This is a replacement vehicle for Evanston Police Department Patrol Unit #41, 2017 Ford SUV as it was in an accident and the insurance adjuster deemed the vehicle as totaled. The replacement vehicle will be purchased from Currie Motors (9423 W. Lincoln Highway, Frankfort, IL 60423) in the amount of \$28,486.00 and outfitted by Havey Communications, Inc. (28835 Herky Drive, Suite #117, Lake Bluff, IL 60044) in the amount of \$5,010.70 through a Northwest Municipal Conference Suburban Purchasing Cooperative Competitive contract. Funding for the vehicles will be from the Insurance Fund (Account 605.99.7801.65550) in the total amount of \$33,496.70.

For Action

(A3.10)Purchase of Vehicle for the Evanston Fire Department from Foster Coach Sales, Inc.

Staff recommends City Council approval for the purchase of a new Fire Department Ambulance, a Ford F-550 chassis with a Horton EMT conversion outfitted with lights, sirens and other necessary equipment for operations. The replacement vehicle will be purchased from Foster Coach Sales, Inc. (903 Prosperity Drive, Sterling, IL 61081) in the amount of \$291,730.00 through the Northwest Municipal Conference Suburban Purchasing Cooperative Competitive contract #174. Funding for the vehicle will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$291,730.00, which has a budgeted amount of \$1,522,977.

For Action

(A3.11)Purchase of Three Vehicles for the Public Works Agency from Monroe Truck Equipment, National Fleet Auto Group and JX Peterbilt

Staff recommends City Council approval for the purchase of three (3) replacement vehicles for operations and allocated to the Public Works Agency - Public Services Bureau. The replacement vehicles will be purchased from: Monroe Truck Equipment (1051 W. 7th Street, Monroe, WI 53566) in the amount of \$104,880.00, National Fleet Auto Group (490 Auto Center Drive, Watsonville, CA 95076) in the amount of \$171,726.00 and JX Peterbilt, (42400 Hwy 41, Wadsworth, IL 60083), in the amount of \$137,131.00 through the National Joint Powers Alliance contract. Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$413,737.00, which has a budgeted amount of \$1,522,977.

For Action

(A3.12)Single Source Purchase of Ford OEM Parts and Vehicle Service from Golf Mill Ford

Staff recommends approval of a contract with Golf Mill Ford Inc., located at 9401 N. Milwaukee Avenue, Niles, IL 60714, in the amount of \$82,511.00 for automotive parts and services for City vehicles. Golf Mill Ford will provide Original Equipment Manufacturer parts and service from March 2018 through February of 2019. Funding for this expenditure will be from Account 600.26.7710.65060 (Major Maintenance, Materials to Maintain Autos).

For Action

(A3.13)Agreement with Full Throttle Marine for Watercraft Maintenance and Repair Services

Staff recommends approval of the lowest responsive and responsible bid for Watercraft Maintenance and Repair Services (Bid # 18-11) to Full Throttle Marine, located at 93 Noll Street, Waukegan, IL 60085, in the amount of \$31,158.25 for the period of April 1, 2018 thru March 31, 2019 and for the possibility of three (3) one (1) year extensions in each subsequent annual period. The 2018 Budget for Materials to Maintain Autos is \$1,050,000.00 for these types of required maintenance and repairs. The allocation for these services within the budget is \$37,000.00. Funding provided by the Fleet Services Fund for Major Maintenance, Material to Maintain Autos (Account 600.19.7710.65060).

For Action

(A3.14) Agreement with H-O-H Water Technology, Inc. for Chemical Water Treatment for HVAC Equipment in Various City Facilities

Staff requests approval to renew a three-year contract with H-O-H Water Technology, Inc., a sole vendor, to continue service providing chemical treatment of water HVAC systems in various City facilities. The contract include three (3) one (1) year extensions, subject to the acceptable performance of the vendor, The total cost of the three-year contract is \$40,341, which includes a 1.5% increase each year. Funding will be from Account 100.19.1950.62509 (Facilities Management Service Agreements).

For Action

(A4) Ordinance 49-O-18, Approving the Construction of a Local Improvement Known as Evanston Special Assessment No. 1523

Staff recommends City Council adopt Ordinance 49-O-18 allowing the paving of the alley north of Payne Street and east of McDaniel Avenue through the Special Assessment Process. Funding will be from: 2018 Capital Improvement Program (CIP) General Obligation Bonds (Account 415.40.4118.65515 – 418003) in the amount of \$220,395.00, which has \$250,000 budgeted in FY 2018; and Special Assessment funds (Account 415.40.4218.65515 – 418003) in the amount of \$220,395.00, which has \$250,000 budgeted in FY 2018. The remaining balance in both accounts is \$250,000.

For Introduction

(A5) Ordinance 38-O-18 Amending City Code Section 3-17-9 Regarding Senior Citizen/Persons with Disabilities Taxicab Program

City staff recommends City Council adoption of Ordinance 38-O-18 which amends Title 3, Chapter 17-9 regarding Senior Citizen/Persons with Disabilities Taxicab Program. Amendment includes: an increase in the participant share from four dollars (\$4.00) to five dollars (\$5.00) and changing the boundaries of the program to within the corporate boundaries of Evanston. Ordinance 38-O-18 was held on March 12, 2018 until the April 9, 2018 City Council. *Staff recommends suspension of the Rules for Introduction and Action at the April 9, 2018 City Council meeting.*

For Introduction and Action

(A6) Ordinance 43-O-18, Decreasing the Number of Class C Liquor Licenses for Lao Sze Chuan at 1633 Orrington Avenue

City staff recommends City Council adoption of Ordinance 43-O-18, amending City Code Subsection 3-4-6-(C) to decrease the number of authorized Class C liquor licenses from twenty-six (26) to twenty-five (25). A Bite of China, Inc., d/b/a Lao Sze Chuan, 1633 Orrington, is not renewing its liquor license. *Staff recommends suspension of the Rules for Introduction and Action at the April 9, 2018 City Council meeting.*

For Introduction and Action

(A7) **Ordinance 44-O-18, Decreasing the Number of Class D Liquor Licenses for Las Palmas of Evanston at 817 University Place**

City staff recommends City Council adoption of Ordinance 44-O-18 amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty (50) to forty-nine (49). Las Palmas Restaurant of Evanston, Inc., Dba Las Palmas of Evanston located at 817 University Place is closed. *Staff recommends suspension of the Rules for Introduction and Action at the April 9, 2018 City Council meeting.*

For Introduction and Action

IV. ITEMS FOR DISCUSSION

(APW1)Sherman Plaza Parking Garage Rooftop Fence

At the February 12, 2018 City Council meeting Alderman Fiske requested that the topic of fencing for the rooftop of the Sherman Plaza Parking Garage be brought back for discussion.

For Discussion

(APW2)Administrative Adjudication Report

Pursuant to the request of Alderman Fleming, staff submits a report on the Administrative Hearings Division caseload, costs, and statistics for discussion.

For Discussion

V. COMMUNICATIONS

VI. ADJOURNMENT