

**Administration and Public Works Committee Meeting
Minutes of May 29, 2018
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: T. Suffredin, A. Rainey, C. Fleming

MEMBERS ABSENT: P. Braithwaite, R. Rue Simmons

STAFF PRESENT: K. Richardson, W. Bobkiewicz, E. Storlie, M. Treto, H. Desai, D. Stoneback, DC Pickett, S. Ciolek, S. Flax, L. Hemingway, W. Peddinghaus, S. Nagar, L. Biggs, S. Cary, T. Nunez, P. Polinski, J. Velan, G. Gerdes

PRESIDING OFFICIAL: Ald. Fleming

I. DECLARATION OF A QUORUM: ALDERMAN FLEMING, CHAIR
A quorum being present, Ald. Fleming called the meeting to order at 6:11p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 14, 2018
Ald. Fleming moved to accept the Minutes of May 14, 2018 and the A&PW meeting as submitted, seconded by Ald. Rainey.

The Minutes of the May 14, 2018 A&PW meeting were approved unanimously 3-0.

III. ITEMS FOR CONSIDERATION

(A1) Payroll – April 30, 2018 through May 13, 2018 \$ 3,049,254.40

(A2.1) Bills List – May 30, 2018 \$ 5,237,593.76

Credit Card Activity (not including Amazon) - Period Ending March 31, 2018
Bank of America \$ 17,565.93

Credit Card Activity (not including Amazon) - Period Ending March 26, 2018
BMO \$ 132,105.42

For Action

Ald. Rainey moved to recommend approval of the City of Evanston Payroll for the period April 30, 2018 through May 13, 2018 in the amount of \$3,049,254.40, the Bills list through May 30, 2018 in the amount of \$5,237,593.76, credit card activity (not including Amazon) for the period ending March 31, 2018 for Bank of America in the amount of \$17,565.93 and credit card activity (not including Amazon) for the period ending March 26, 2018 for BMO in the amount of \$132,105.42, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the pauroll, bills and credit card activity.

(A2.2) Amazon Credit Card Activity – Period Ending March 31, 2018		
Bank of America	\$	1,454.57
Amazon Credit Card Activity – Period Ending March 26, 2018		
BMO	\$	12,061.30

For Action

Ald. Rainey moved to recommend approval of the the Amazon credit card activity for the period ending March 31, 2018 for Bank of America in the amount of \$1,454.57 and the Amazon credit card activity for the period ending March 26, 2018 for BMO in the amount of \$12,061.30, seconded by Ald. Fleming.

The Committee voted 2-0 with Ald. Suffredin abstaining to approve the credit card activity.

(A3.1) Contract with J.A. Johnson Paving Company for 2018 Motor Fuel Tax Street Resurfacing Project

Staff recommends City Council authorize the City Manager to execute a contract for the 2018 Motor Fuel Tax (MFT) Street Resurfacing Project (Bid No. 18-19) with J.A. Johnson Paving Company (1025 E. Addison Court, Arlington Heights, IL 60005) in the amount of \$1,022,639.20. Funding will be provided from the Motor Fuel Tax Fund (Fund 200), which has a total Budget of \$1,508,678, FY 2018 budget allocation of \$1,200,000 and charged to Account 415.40.4218.65515 – 418002.

For Action

Ald. Suffredin moved to recommend City Council authorize the City Manager to execute a contract for the 2018 Motor Fuel Tax (MFT) Street Resurfacing Project (Bid No. 18-19) with J.A. Johnson Paving Company in the amount of \$1,022,639.20, seconded by Ald. Rainey.

The Committee voted unanimously 3-0 to approve the contract.

(A3.2) One-Year Contract with Corrective Asphalt Materials for Reclamite® Pavement Rejuvenation Program

Staff recommends City Council authorize the City Manager to execute a one-year contract for Reclamite® pavement sealing with Corrective Asphalt Materials (43W630 Wheeler Road, Sugar Grove, IL 60554) in the not to exceed amount of \$50,000. This contract award is part of a bid let by the Municipal Partnering Initiative. Funding will be from Capital Improvement Program Funds (Account 415.40.4118.65515-418018) with a FY 2018 budget and remaining balance of \$50,000.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager

to execute a one-year contract for Reclamite® pavement sealing with Corrective Asphalt Materials in the not to exceed amount of \$50,000, seconded by Ald. Rainey.

The Committee voted unanimously 3-0 to approve the contract.

(A3.3) Purchase of Arbotect Fungicide from Rainbow Treecare Scientific Advancements

Staff recommends the City Council authorize the City Manager to execute a purchase order for the sole source purchase of 72 gallons of Arbotect fungicide from Rainbow Treecare Scientific Advancements (Minnetonka, MN) for a total purchase amount of \$28,248.88. This vendor has the sole license from the European manufacturer, Syngenta, to distribute Arbotect in the United States. Funding for this purchase is from the General Fund - Forestry (Account 100.40.4320.62496), which has a 2018 budget and YTD balance of \$38,000.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute a purchase order for the sole source purchase of 72 gallons of Arbotect fungicide from Rainbow Treecare Scientific Advancements for a total purchase amount of \$28,248.88, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the purchase order.

(A3.4) Sole Source Contract with Otis Elevator Company for Modernization of Elevators at the Lorraine H. Morton Civic Center

Staff recommends City Council authorize the City Manager to execute a sole source contract for elevator modernization at the Lorraine H. Morton Civic Center with Otis Elevator Company (949 Oak Creek Drive, Lombard, IL60148), in the amount of \$456,779.00. Funding will be provided from the Capital Improvement Program 2018 General Obligation Bonds in the amount of \$456,779. A detailed breakdown of Accounts can be found on the corresponding transmittal memorandum.

For Action

Ald. Suffredin moved to recommend City Council authorize the City Manager to execute a sole source contract for elevator modernization at the Lorraine H. Morton Civic Center with Otis Elevator Company in the amount of \$456,779.00, seconded by Ald. Rainey.

At Ald. Suffredin's inquiry, Public Works Agency Bureau Chief Lara Biggs explained that the two major issues in the Civic Center are the HVAC and elevators. The elevators require an upgrade of all the mechanicals and the boiler is in need of rehab. She suggests a boiler study to understand how to proceed with repair.

Ald. Rainey supports the replacement and repair of the elevators for the safety of all that frequent this building.

The Committee voted unanimously 3-0 to approve the contract.

(A3.5) Contract with Kovilic Construction Co., Inc. for Church Street Harbor – South Pier Renovations

Staff recommends authorizing the City Manager to execute a contract for the Church Street Harbor – South Pier Renovations (Bid 18-25) with Kovilic Construction Co., Inc. (3721 N. Carnation Street, Franklin Park, IL) in the amount of \$891,000.00. Funding will be provided from the Capital Improvement Program 2018 General Obligation Bonds for Church Street Harbor in the amount of \$891,000. A detailed breakdown of Accounts can be found on the corresponding transmittal memorandum.

For Action

Ald. Fleming moved to recommend City Manager to execute a contract for the Church Street Harbor – South Pier Renovations (Bid 18-25) with Kovilic Construction Co., Inc. in the amount of \$891,000.00, seconded by Ald. Rainey.

At Ald. Suffredin's inquiry, Parks, Recreation and Community Services Director Lawrence Hemingway explained that the boat launch generates approximately \$200,000 per year in revenue annually. The aquatics camp, which also uses the boat ramp, generates around \$180,000 annually in revenue. It is also the access point for lifeguard and fire department rescue.

At Ald. Suffredin's inquiry, Director Hemingway noted that there are other boat launches in Chicago, Wilmette and Waukegan, but does not have the fees charged in those communities at the moment. This project has been delayed in previous years, but in order to reduce the costs of future dredgings it needs to be done now. This is the most sand he has seen in the harbor in the past three years.

The Committee voted unanimously 3-0 to approve the contract.

(A3.6) Three-Year Contract with Mark Vend Company for Vending Machine Services at City of Evanston Facilities

Staff recommends City Council authorize the City Manager to execute a three (3) year contract with Mark Vend Company for the City's vending machine services (RFP 18-22). Mark Vend Company was the only firm that responded to the Request for Proposal. There is no cost associated with this contract. Mark Vend will share profits from the vending machines, and will include \$5,000 worth of in-kind donations annually "to be used for events or other activities at the discretion of the City and the Parks, Recreation and Community Services Director."

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute a three (3) year contract with Mark Vend Company for the City's vending machine services (RFP 18-22), seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the contract.

(A3.7) Renewal of Sole Source Computer Aided Dispatch Software License and

Service Agreement with Superior

Staff recommends that the City Council authorize the City Manager to renew sole source software license and service agreement with Superior (1000 Business Center Drive, Lake Mary, FL) for the Police Department's CAD (Computer Aided Dispatch) software in the amount of \$75,592.43. The Agreement is effective from May 1, 2018 through April 30, 2019. Funding will be provided by the Emergency Telephone System Fund (Account 205.22.5150.62509), with a FY18 budget of \$220,000 and a YTD balance of \$130,762.

For Action

Ald. Suffredin moved to recommend City Council authorize the City Manager to renew sole source software license and service agreement with Superior for the Police Department's CAD (Computer Aided Dispatch) software in the amount of \$75,592.43 effective from May 1, 2018 through April 30, 2019, seconded by Ald. Rainey.

The Committee voted unanimously 3-0 to approve the agreement.

(A3.8) Two-Year Contract Amendment for Parking Meters and Multi-Space Pay Stations with Duncan Solutions

Staff recommends the City Council authorize the City Manager to execute a multi-year contract (2-year agreement with a 1-year option to renew) with to Duncan Solutions Inc. (633 W. Wisconsin Ave., Milwaukee, WI) to cover the fees for remote monitoring and management of the credit card functionality in the amount of \$91,971. Funding for this contract will come from the Parking Fund - Parking Lots and Meters (Account 505.19.7015.65070), with a FY18 budget of \$230,000 and a YTD balance of \$192,811.54.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager to execute a multi-year contract (2-year agreement with a 1-year option to renew) with to Duncan Solutions Inc. to cover the fees for remote monitoring and management of the credit card functionality in the amount of \$91,971, seconded by Ald. Rainey.

The Committee voted unanimously 3-0 to approve the contract.

(A3.9) Sidewalk Café – Falcon Eddy's Barbeque

Staff recommends City Council approval of first-time application for a sidewalk café permit for Falcon Eddy's Barbeque, a Type 2 restaurant located at 825 Church Street. The sidewalk café will consist of four tables with two seats each for a seating capacity of eight, and will operate daily from 11:00 a.m. - 9:00 p.m.

For Action

Ald. Rainey moved to recommend City Council approval of first-time application for a sidewalk café permit for Falcon Eddy's Barbeque, a Type 2 restaurant located at 825 Church Street consisting of four tables with two seats each for a seating capacity of eight, and will operate daily from 11:00 a.m. - 9:00 p.m., seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the permit.

(A3.10) Request to Extend Hours for Alcohol Service for The Celtic Knot

Staff submits for City Council approval to approve extension of alcohol service hours for The Celtic Knot located at 626 Church Street from June 14, 2018 through July 15, 2018 accommodating the airing of live coverage of the 2018 World Cup. Because of the time difference, applicant requests alcohol service to begin at 7:00 a.m.

For Action

Ald. Suffredin moved to recommend City Council approval to approve extension of alcohol service hours for The Celtic Knot located at 626 Church Street from June 14, 2018 through July 15, 2018 accommodating the airing of live coverage of the 2018 World Cup applicant requests alcohol service to begin at 7:00 a.m., seconded by Ald. Fleming.

The Committee voted unanimously 3-0 to approve the extension of service hours.

(A4) Resolution 27-R-18, Terminate Lease for City-Owned Real Property Located at 2222 Oakton Street with Smylie Brothers

Staff seeks direction on the next steps for the City-owned property at 2222 Oakton Street, including possible issuance of a Request for Qualifications/Proposals. Staff recommends continuation of Resolution 27-R-18, "Authorizing the City Manager to Execute a Mutual Termination of Lease Agreement for City-Owned Real Property Located at 2222 Oakton Street with Smylie Brothers Draft and Package LLC" to the next Administration & Public Works Committee meeting.

For Action: Request Direction/Continue Action on Resolution

Ald. Fleming moved to recommend direction on the next steps for the City-owned property at 2222 Oakton Street, including possible issuance of a Request for Qualifications/Proposals, seconded by Ald. Rainey.

PUBLIC COMMENT

India Mussell-McKay/Debbie Evans, owners of Peckish Pig, spoke regarding their interest in submitting a proposal to turn the recycling center in a multi-functional event space for public and private events/food hall. Peckish Pig currently generates over \$75,000 annually in sales, liquor and property taxes.

Aina Gutierrez, Executive Director of the Evanston Rebuilding Warehouse, feels that their mission is in line with the City's sustainability efforts. She would like to use the space to offer classes and workshops and expand job creation and its workforce development program.

Lou Dickson, founder of Evanston Rebuilding Warehouse, asked the Committee for consideration of its proposal. She opened the current location right before the recycling center closed.

Ald. Rainey directed staff to come back to the next meeting with a plan to terminate the Smylie Brothers lease and an RFP for use of the space. This

property needs to go on the tax rolls. She would like to see scenarios of leasing, sale and lease-to-own options.

Community Development Director Johanna Leonard will continue to stress lease terms to Smylie Brothers in an effort to determine what is owed to the City.

Ald. Fleming expressed her preference to sell the property. She is open to use, except restaurants because of the proximity of liquor to James Park events and traffic.

Ald. Rainey suggested taking a look at the zoning for the area to determine permitted uses. Community Development Director Leonard will return to Committee with a RFP document with permitted uses.

This item was held in Committee.

(A5) Ordinance 63-O-18, Amending the City Code to Remove One-Way Alley Restriction between Harrison Street and Colfax Place

Staff recommends City Council adopt Ordinance 63-O-18, amending Section 10-11-4, Schedule IV(B) of the City Code to remove one-way restriction for the alley between Harrison Street and Colfax Place east of Crawford Avenue. The required signs will cost approximately \$40 and will be installed by in-house staff. Funding will come from the General Fund-Traffic Control Supplies (Account 100.40.4520.65115), with a FY 2018 budget of \$58,000 and a YTD balance of \$24,406.

For Introduction

Ald. Fleming moved to recommend City Council adopt Ordinance 63-O-18, amending Section 10-11-4, Schedule IV(B) of the City Code to remove one-way restriction for the alley between Harrison Street and Colfax Place east of Crawford Avenue, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to adopt the ordinance.

(A6) Ordinance 35-O-18, Sale of Surplus Property Fleet Vehicles

Staff recommends that City Council adopt Ordinance 35-O-18, directing the City Manager to offer the sale of vehicles owned by the City through public auction at the Northwest Municipal Vehicle Auction being sponsored by America's Auto Auctions on Tuesday, July 24, 2018 or any other subsequent America's Online Auction. These vehicles have been determined to be surplus as a result of new vehicle replacements being placed into service or vehicles that had to be taken out of service for safety reasons with the intention of eventual replacement.

For Introduction

Ald. Rainey moved to recommend City Council adopt Ordinance 35-O-18, directing the City Manager to offer the sale of vehicles owned by the City through public auction at the Northwest Municipal Vehicle Auction being sponsored by America's Auto Auctions on Tuesday, July 24, 2018 or any other subsequent America's Online Auction, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to adopt the ordinance.

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 due to a recent, potential suicide attempt at the garage thwarted by successful police intervention. At the April 9, 2018 Committee meeting, Council requested Staff return with an update on costs associated with the staff intervention and the installation of a fence.

For Discussion

At Ald. Rainey's direction, Assistant City Manager Erika Storlie will discuss the Sherman Plaza Condo Association paying for half the cost of fencing the rooftop. She will bring this item back to a subsequent meeting.

At Ald. Fleming's inquiry, Assistant City Manager Storlie explained that some of the personnel costs from the suicide attempt at the parking garage earlier in the year was partial overtime. Most of the personnel that responded were already on duty.

VI. COMMUNICATIONS

VII. ADJOURNMENT

Ald. Fleming moved to adjourn the meeting, seconded by Ald. Suffredin. The meeting adjourned at 6:57pm.