

**Administration and Public Works Committee Meeting
Minutes of July 9, 2018
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: C. Fleming T. Suffredin, A. Rainey, R. Rue Simmons (arrived at 6:13p.m.)

MEMBERS ABSENT: P. Braithwaite

STAFF PRESENT: K. Richardson, H. Desai, A. Mackey, W. Bobkiewicz, J. Leonard, L. Hemingway, L. Biggs, D. Stoneback, P. Martinez, A. Villamin, S. Cary, J. Hyink, S. Levine

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 JUNE 25, 2018
Ald. Rainey moved to accept the Minutes of June 25, 2018 and the A&PW meeting as submitted, seconded by Ald. Suffredin.

The Minutes of the June 25, 2018 A&PW meeting were approved unanimously 3-0.

Ald. Rue Simmons arrived at 6:13p.m.

III. CONSENT CALENDAR

All matters listed under the Item III (3), Consent Calendar, are considered by the Committee to be routine and will be enacted in one motion without discussion. If discussion is desired, that item may be removed and considered separately.

(A1) Payroll –June 11, 2018 through June 24, 2018 \$3,235,279.13
For Action

(A2) Bills List – July 10, 2018 \$2,617,387.83
For Action

(A3) **2017 Comprehensive Annual Financial Report**
Staff recommends that City Council accept and file the 2017 Audited Comprehensive Annual Financial Report (CAFR).
For Action: Accept and Place on File
Removed from consent agenda and moved to items for consideration.

(A4) Contract with Grumman/Butkus Associates for the Lorraine H. Morton Civic Center HVAC Architectural/Engineering Services

Staff recommends City Council authorize the City Manager to execute a contract for engineering services related to the Lorraine H. Morton Civic Center HVAC Architectural/Engineering Services (RFQ No. 18-07) with Grumman/Butkus Associates (820 Davis Street, Ste 300, Evanston, Illinois 60201), in the amount of \$47,330.00. Funding will be provided from the Capital Improvement Program (CIP) 2017 General Obligation Bonds (Account No. 415.40.4117-618004), which has an FY 2018 budget of \$100,000 with \$100,000 remaining.

For Action

(A5) Contract with Lewellyn Technology for Citywide Arc Flash Program

Staff recommends City Council authorize the City Manager to execute a contract for the Citywide Arc Flash Program (RFP 18-24) with Lewellyn Technology (6210 Technology Center Drive, Suite 200, Indianapolis, IN) in the amount of \$53,575. An Arc Flash study evaluates the level of potential hazard for all major electrical equipment, verifies it is working properly, and then labels them accordingly. Funding will be provided from Capital Improvements Fund 2018 General Obligation Bonds (Account 415.40.4118.65515 – 618003). This project was budgeted at \$150,000 in FY 2018 and has \$148,124 is remaining.

For Action

(A6) Approval of 2018 Pay Station Expenses to Total Parking Solutions

Staff recommends the City Council authorize expenditure to Total Parking Solutions, Inc. (2721 Curtiss St., Downers Grove, IL 60515), to cover the fees associated with 22 parking meter terminals (pay stations) in the amount of \$33,000 for the period May 16, 2018 through May 15, 2019. Funding is provided by the Parking Fund (Account 505.19.7015.62245), with an FY2018 budget of \$55,740 and a remaining balance of \$50,779.

For Action

Ald. Rue Simmons moved to recommend City Council approval of items on the consent agenda (excluding Item A3), seconded by Ald. Rainey.

The Committee voted unanimously 4-0 to approve the consent agenda.

IV. ITEMS FOR CONSIDERATION

(A3) 2017 Comprehensive Annual Financial Report

Staff recommends that City Council accept and file the 2017 Audited Comprehensive Annual Financial Report (CAFR).

For Action: Accept and Place on File

Ald. Rainey moved to recommend City Council accept and file the 2017 Audited Comprehensive Annual Financial Report (CAFR), seconded by Ald. Rue Simmons.

Ald. Rainey stated how vital this document is to the finances of the City. She suggested that the auditing firm, Sikich LLP, facilitate a workshop for the Council on a third Monday to explain this document in detail and how it can be a

significant resource to Council decisions.

Dan Berg, Partner of Sikich LLP, explained that the Comprehensive Annual Financial Report (CAFR) is ready to be submitted to the Government Finance Officers Association for consideration of the Certificate of Conformance in Financial Reporting Award that the City has received in previous years. He discussed the different areas of the report and the importance of the information it contains. He noted that there were less adjusting journal entries this year and the detail of those journals can be found in the Board Communication document.

The Committee voted unanimously 4-0 to accept and place the report on file.

(A7) Robert Crown Community Center, Ice Complex and Library Construction Manager Services Construction Contract Award

Staff recommends that City Council authorize the City Manager to execute a contract to provide construction management services for the Robert Crown Community Center, Ice Complex and Library with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, Illinois, 60622) in the amount of \$47,741,803. A super-majority (two-thirds) vote by the City Council is required for approval. Funding for this project will be provided by various sources. Detailed information can be found in the corresponding transmittal memorandum.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute a contract to provide construction management services for the Robert Crown Community Center, Ice Complex and Library with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, Illinois, 60622) in the amount of \$47,741,803, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to approve the contract.

(A8) Consulting Contract Amendment #2 for Bidding, Negotiations, Permitting, Construction Administration and LEED Commissioning Services for the Robert Crown Community Center, Ice Complex and Library Project

Staff and the Friends of the Robert Crown Center recommend City Council authorize the City Manager to amend an existing architectural services contract for bidding, negotiations, permitting, construction administration and LEED commissioning services for the Robert Crown Community Center, Ice Complex and Library Project (RFP No. 16-61) with Woodhouse Tinucci Architects LLC., (230 W. Superior Street, 6th Floor, Chicago, IL 60654), in the amount of \$1,099,650.00. This amendment will modify the existing agreement from \$2,146,833.00 to \$3,246,483.00 and extend the existing contract deadline from June 30, 2017 to July 31, 2021. Funding will be provided from General Obligation Bonds and expenses will be tracked in the Capital Improvements Fund, Account 416.40.4160.62145.616017.

For Action

Ald. Rue Simmons moved to approve City Council authorize the City Manager to amend an existing architectural services contract for bidding,

negotiations, permitting, construction administration and LEED commissioning services for the Robert Crown Community Center, Ice Complex and Library Project (RFP No. 16-61) with Woodhouse Tinucci Architects LLC in the amount of \$1,099,650.00 modifying the existing agreement from \$2,146,833.00 to \$3,246,483.00 and extending the existing contract deadline from June 30, 2017 to July 31, 2021, seconded by Ald. Rainey.

The Committee voted unanimously 4-0 to approve the amended contract.

(A9) Resolution 48-R-18, Memorandum of Understanding with the Chicago Transit Authority for the Modernization of the CTA Purple Line in Evanston

Transportation & Parking Committee and staff recommend City Council adopt Resolution 48-R-18, authorizing the City Manager to execute a Memorandum of Understanding (MOU) with the Chicago Transit Authority (CTA) for the modernization of the CTA Purple Line in Evanston, with a focus on support for the Davis Street CTA station, with a local match contribution from the Washington National Tax Increment Finance (TIF) district. Funding will be from the Washington National TIF Fund (Account 300.99.5470.65515).

For Action

Ald. Rue Simmons moved to recommend City Council adopt Resolution 48-R-18, authorizing the City Manager to execute a Memorandum of Understanding (MOU) with the Chicago Transit Authority (CTA) for the modernization of the CTA Purple Line in Evanston, with a focus on support for the Davis Street CTA station, with a local match contribution from the Washington National Tax Increment Finance (TIF) district, seconded by Ald. Rainey.

Leah Mooney, of the CTA, presented a Powerpoint discussing the Red and Purple Modernization project. Community Development Director Johanna Leonard and Transportation and Mobility Coordinator Jessica Hyink added that Washington National TIF funds can be used to support infrastructure if it is adjacent to the Washington/National TIF and serves the TIF district. In this case the CTA infrastructure is comprised of the rail and corresponding stations.

The Committee voted unanimously 4-0 to approve the MOU.

(A10) Resolution 27-R-18, Mutual Termination of Lease of City-Owned Property Located at 2222 Oakton Street with Smylie Brothers Draft and Package LLC

Staff recommends City Council adopt 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". The adoption of this resolution includes approval of the settlement agreement for repayment of three months of rent, utilities owed at the property, and additional funds attributed to sales, liquor and property taxes not recovered due to the business not locating at the property.

For Action

Ald. Fleming moved to recommend City Council adopt 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” which includes approval of the settlement agreement for repayment of three months of rent, utilities owed at the property, and additional funds attributed to sales, liquor and property taxes not recovered due to the business not locating at the property, seconded by Ald. Rainey.

The Committee voted unanimously 4-0 to adopt the resolution.

(A11) Resolution 47-R-18, Issuance of a Request for Qualifications/Proposals for Reuse of Recycling Center at 2222 Oakton Street

Staff recommends City Council adoption of Resolution 47-R-18, “Authorizing the City Manager to Initiate a Request for Qualifications / Request for Proposals (RFQ/P) for Reuse of City-Owned Real Property Located at 2222 Oakton Street”. This resolution would initiate the process to identify future users for the City-owned property. The proposed timeline is enclosed in the memo and, if authorized by the City Council, staff will update the RFQ/P document.

For Action

Ald. Rainey moved to recommend City Council adoption of Resolution 47-R-18, “Authorizing the City Manager to Initiate a Request for Qualifications / Request for Proposals (RFQ/P) for Reuse of City-Owned Real Property Located at 2222 Oakton Street”, seconded by Ald. Rue Simmons.

Ald. Rainey suggested the document be updated because of how the proposal is phrased. She prefers a lease-to-own agreement as opposed to a sale.

City Manager Wally Bobkiewicz explained that only one page requests information. Page 415 of the document requests information about the project description and whether they would like to lease or purchase.

At Ald. Fleming’s inquiry, City Manager Bobkiewicz explained that tours of the property are not required to submit a proposal. He noted that plans to build a City parking lot adjacent to the property will be revisited and the schematic design is available on page 420 of the packet.

The Committee voted unanimously 4-0 to adopt the resolution.

(A12) Ordinance 70-O-18, Amending City Code Section 10-11-7, Schedule VII(A), “Passenger Loading Zones, Public Carrier Stops and Stands” to Add a Loading Zone at 1007 Church Street

The Transportation/Parking Committee recommends City Council adoption of Ordinance 70-O-18, amending City Code Section 10-11-7, Schedule VII(A), “Passenger Loading Zones, Public Carrier Stops and Stands.” to add a loading zone at 1007 Church Street.

For Introduction

Ald. Rue Simmons moved to recommend City Council adoption of Ordinance 70-O-18, amending City Code Section 10-11-7, Schedule VII(A),

“Passenger Loading Zones, Public Carrier Stops and Stands.” to add a loading zone at 1007 Church Street, seconded by Ald. Suffredin.

The Committee voted unanimously 4-0 to adopt the ordinance.

(A13) Ordinance 75-O-18, Amending City Code Section 10-11-7, Schedule VII(B), “Loading Zones” to Add a Loading Zone at 609 South Boulevard

The Transportation/Parking Committee recommend City Council adoption of Ordinance 75-O-18, amending City Code Section 10-11-7(B), “Loading Zones,” to Add a Loading Zone at 609 South Boulevard.

For Introduction

Ald. Rue Simmons moved to recommend City Council adoption of Ordinance 75-O-18, amending City Code Section 10-11-7(B), “Loading Zones,” to Add a Loading Zone at 609 South Boulevard, seconded by Ald. Rainey.

The Committee voted unanimously 4-0 to adopt the ordinance.

V. ITEMS FOR DISCUSSION

VI. COMMUNICATIONS

VII. ADJOURNMENT

Ald. Fleming moved to recommend adjournment, seconded by Ald. Rue Simmons. The meeting adjourned at 6:51pm.

Respectfully Submitted,

Janella Hardin, PHR