



ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, September 17, 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
- II. APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 13, 2018

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 – July 23, 2018 through August 5, 2018 \$ 3,195,300.97
- Payroll – August 6, 2018 through August 19, 2018 \$ 3,094,412.31
- Payroll – August 20, 2018 through September 9, 2018 \$ 2,872,580.11

For Action

- (A2) Bills List – September 11, 2018 \$ 9,757,054.09

For Action

- (A5) **Change Order No. 2 to the Contract for the 2018 50/50 Sidewalk Replacement Project with Schroeder & Schroeder Inc.**

Staff recommends that City Council authorize the City Manager to execute Change Order No. 2 to the contract for the 2018 50/50 Sidewalk Replacement Project (Bid No. 18-14) with Schroeder & Schroeder Inc. (7306 Central Park Avenue, Skokie, IL 60076) in the amount of \$10,085.00. Change Order No. 1 increased the contract amount from \$211,000.00 to \$227,792.00. Proposed Change Order No. 2 will increase the contract amount to \$237,877.00. Funding for this work will be from the Dodge Avenue Bus Stop Pilot Fund (Account 415.40.4118.65515 – 418013), which has \$50,000 budgeted in 2018.

For Action

(A6) One-Year Contract Extension for Purchase of Rock Salt from Morton Salt Company

Staff recommends City Council authorize the City Manager to execute a one-year contract extension for the purchase of up to 7,500 tons of rock salt from Morton Salt Company (123 N. Wacker Drive, Chicago, IL) at a cost of \$64.21 per ton, for a winter season (2018/19) total of \$481,575. Funding for this purchase will be provided from the Snow and Ice Control Fund (Account 100.40.4550.65015), which has a budget of \$331,095 and a YTD balance of \$16,195. Staff anticipates needing to spend the remainder of the balance in FY2018 which will come from the 2017/18 Rock Salt Purchase Order. Staff will request a FY2019 budget allocation of \$465,380 for the purchase of the remaining tons needed to complete the 7,500 tons of salt.

For Action

(A8) Sidewalk Café – Tag’s Cafe

Staff recommends City Council approval of first-time application for a sidewalk café permit for Tag’s Cafe, a Type 2 restaurant located at 2012 Central Street. The sidewalk café will consist of three tables with two seats each for a seating capacity of six, and will operate daily from 6:30 a.m. - 4:00 p.m.

For Action

(A10) Contract with Target Solutions for a Learning Management Software System

Staff recommends City Council authorize the City Manager to enter into a two-year contract with Target Solutions (10805 Rancho Bernardo Road, Suite 200, San Diego, CA 92127-5703) for a Learning Management Software (LMS) system at an annual rate of \$31,525. The contract term begins December 31, 2018 and the software provides required OSHA safety and other critical training for Police, Fire and non-sworn City employees. The Fire Department is already using Target Solutions and staff was able to negotiate a lower renewal rate for the Fire Department. Funding will be from four accounts. A detailed breakdown can be found on the corresponding transmittal memorandum. Access to the software will be complimentary from now until the contract term start date.

For Action

(A14) Resolution 69-R-18, Authorizing a Lease Renewal Agreement with Impact Behavioral Health Partners for Office Space at the Civic Center

Staff recommends City Council adoption of Resolution 69-R-18 authorizing the City Manager to negotiate the lease of office space with Impact Behavioral Health Partners (Impact) for 24 months for 2,940 square feet of space on the ground floor of the Civic Center (Suite G310 to G651), including eleven (11) telephone lines and telephones, at the rate of \$3,362.00 per month. Impact will be responsible for payment of all remaining utilities.

For Action

(A15) Resolution 62-R-18, Agreement with Hoffman House Catering for Senior Meal Food Programs

Staff recommends City Council adoption of Resolution 62-R-18 authorizing the City Manager to execute renewal contract with Hoffman House Catering (1530 Hubbard Ave., Batavia, IL) to provide a senior meal congregate program at the Levy Senior Center and Fleetwood-Jourdain Community Center for a period of October 1, 2018 through September 30, 2019 in the not-to-exceed amount of \$4.80 per lunch meal. Total meal program contract value is projected at \$43,543.00 (dependent upon the number of lunches served and varies depending on the levels of participation). The program will be reimbursed through a grant from Age Options, the regional coordinator of federal funds dispersed for programs in the Older Americans Act and donations received from attendees at the meal program.

For Action

(A20) Ordinance 85-O-18, Decreasing the Number of Class C Liquor Licenses for Bat 17 located at 1709 Benson Avenue

Staff recommends City Council adoption of Ordinance 85-O-18, amending Evanston City Code Subsection 3-4-6-(C) to decrease the number of Class C Liquor Licenses from twenty-four (24) to twenty-three (23). *Alderman Fiske recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A21) Ordinance 86-O-18, Increasing the Number of Class C Liquor Licenses for Tereneo 3634, LLC d/b/a Bat 17 located at 1709 Benson Avenue.

Local Liquor Commissioner recommends City Council adoption of Ordinance 86-O-18, amending Evanston City Code Subsection 3-4-6-(C) to increase the number of Class C Liquor Licenses from twenty-three (23) to twenty-four (24) and permit issuance of a Class C license to Tereneo 3634, LLC d/b/a Bat 17, located at 1709 Benson Avenue. *Alderman Fiske recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A22) Ordinance 87-O-18, Decreasing the Number of Class R Liquor Licenses for Sodexo America, LLC d/b/a Northwestern University – Norris Center located at 1999 Campus Drive

Staff recommends City Council adoption of Ordinance 87-O-18, amending Evanston City Code Subsection 3-4-6-(R) to decrease the number of Class R Liquor Licenses from three (3) to two (2). Sodexo America, LLC d/b/a Northwestern University – Norris Center has closed. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A23) Ordinance 88-O-18, Increasing the Number of Class R Liquor Licenses for Compass Group USA, Inc. d/b/a Chartwell's - Northwestern University Norris Center located at 1999 Campus Drive

Local Liquor Commissioner recommends City Council adoption of Ordinance 88-O-18, amending Evanston City Code Subsection 3-4-6-(R) to increase the number of Class R Liquor Licenses from two (2) to three (3) and permit issuance of a Class R license to Compass Group USA, Inc. d/b/a Chartwell's - Northwestern University Norris Center located at 1999 Campus Drive. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A24) Ordinance 89-O-18, Decreasing the Number of Class T Liquor Licenses for Sodexo America, LLC d/b/a Sodexo America located at 1501 Central Street

Staff recommends City Council adoption of Ordinance 89-O-18, amending Evanston City Code Subsection 3-4-6-(T) to decrease the number of Class T Liquor Licenses from three (3) to two (2). *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A25) Ordinance 90-O-18, Increasing the Number of Class T Liquor Licenses for Compass Group USA, Inc., d/b/a Chartwell's located at 1999 Campus Drive

Local Liquor Commissioner recommends City Council adoption of Ordinance 90-O-18, amending Evanston City Code Subsection 3-4-6-(T) to increase the number of Class T Liquor Licenses from two (2) to three (3) and permit issuance of a Class T license to Compass Group USA, Inc., d/b/a Chartwell's located at 1999 Campus Drive. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A26) Ordinance 91-O-18, Increasing the Number of Class T Liquor Licenses for Levy Premium Foodservice Limited Partnership, d/b/a Levy at Ryan Fieldhouse and Walter Athletics Center located at 2255 Campus Drive

Local Liquor Commissioner recommends City Council adoption of Ordinance 91-O-18, amending Evanston City Code Subsection 3-4-6-(T) to increase the number of Class T Liquor Licenses from three (3) to four (4) and permit issuance of a Class T license to Levy Premium Foodservice Limited Partnership, d/b/a Levy at Ryan Fieldhouse and Walter Athletics Center located at 2255 Campus Drive. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A27) Ordinance 95-O-18, Increasing the Number of Class D Liquor Licenses for Union Squared Evanston located at 1307 Chicago Avenue

Staff recommends City Council adoption of Ordinance 95-O-18, amending Evanston City Code Subsection 3-4-6-(D) to increase the number of authorized Class D liquor licenses from fifty (50) to fifty-one (51). *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council.*

For Introduction and Action

(A28) Ordinance 96-O-18, Decreasing the Number of Class A Liquor Licenses for Union Squared Evanston located at 1307 Chicago Ave.

Staff recommends City Council adoption of Ordinance 96-O-18 amending Evanston City Code of 2012 Subsection 3-4-6-(A), as amended, to decrease the number of authorized Class A liquor licenses from one (1) to zero (0). *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council.*

For Introduction and Action

(A29) Ordinance 97-O-18, Increasing the Number of Class T Liquor Licenses for L3 Evanston, LLC, d/b/a Next of Kinship located at 1603 Orrington Avenue

Local Liquor Commissioner recommends City Council adoption of Ordinance 97-O-18, amending Evanston City Code Subsection 3-4-6-(T) to increase the number of Class T Liquor Licenses from four (4) to five (5) and permit issuance of a Class T license to L3 Evanston, LLC, d/b/a Next of Kinship located at 1603 Orrington Avenue. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

IV. ITEMS FOR CONSIDERATION

(A3) Contract with Thelen Materials, LLC for 2018 Leaf Hauling/Disposal Season

Staff recommends City Council authorize the City Manager to execute a one-year contract for leaf hauling/disposal with Thelen Materials, LLC (28957 W. IL Route 173 Antioch, IL 60002) in the not to exceed amount of \$40,000. Funding will be from the Street Maintenance-Residential Debris/Removal Costs fund (Account 100.40.4510.62415), with a FY18 Budget of \$45,000 and a YTD balance of \$40,000.

For Action

(A4) Change Order No. 3 to the Agreement for the Treated Water Storage Replacement Project Engineering Services with CDM Smith

Staff recommends that City Council authorize the City Manager to execute Change Order No. 3 to the agreement for the Treated Water Storage Replacement Project Engineering Services (15-55) to CDM Smith (125 South Wacker Drive, Suite 600, Chicago, IL) in the amount of \$22,040.00. This will increase the total contract amount from the current contract price of \$1,328,730.00 to \$1,350,770.00. Funding will be from the Water Fund, Capital Improvement Account 513.71.7330.62145 -733107, which has an FY 2018 budget allocation of \$12,500,000. See corresponding transmittal memorandum for further details on funding.

For Action

(A7) Emergency Single-Source Agreement with Johnson Controls for Replacement of Fire Panels/Devices at the Lorraine H. Morton Civic Center

Staff recommends City Council authorize the City Manager to execute an emergency, single-source agreement for the replacement of the existing fire panels and system devices at the Lorraine H. Morton Civic Center with Johnson Controls (91 N. Mitchell Court, Addison, IL) in the amount of \$108,497.00. Funding will be from the CIP 2018 General Obligation Bond. Funding is available in the 2018 Facilities Contingency (Account 415.40.4118.65515 - 618028), which was budgeted at \$275,000 and has \$272,162.10 remaining.

For Action

(A9) Sole Source Purchase of Cisco SmartNet Software from CDW

Staff recommends City Council authorize the sole source purchase of Cisco SmartNet networking licenses and software from CDW (120 S.Riverside, Chicago, IL 60606) in the amount of \$47,509.25. This contract provides support for the City's essential computer networking system and covers the period September 15, 2018 through September 15, 2019. CDW is the current State Bid Contract provider for these services as of September 2018. Funding is provided by the IT Division, Computer Licensing and Support Fund (Account 100.19.1932.62340), which has a total budget of \$500,000 and a YTD balance of \$125,700.65. This is a 13% reduction from the previous agreement.

For Action

(A11) Purchase of Three Divvy Stations from Motivate International Inc.

The Transportation & Parking Committee and staff recommend approval for the purchase of three (3) Divvy stations from Motivate International Inc. in the amount of \$33,991.96. This purchase is proposed to be made utilizing funds that are within the approved budget for Divvy operating expenses for FY2018. Funding will be from the Parking Fund- Divvy Operating Expenses (Account 505.19.7005.62603), which has a FY2018 budget of \$304,000 and a YTD balance of \$194,390.94. Staff anticipates that the FY2018 Divvy expenses will be \$125,000.00.

For Action

(A12) Thirty-Six Month Contract Extension with Motivate International Inc. to Continue Operation of Divvy Bicycle Sharing System

The Transportation & Parking Committee and staff recommend the City Council authorize the City Manager to negotiate and execute a 36 month extension with Motivate International Inc. ("Motivate") to continue to operate the Divvy bicycle sharing system in Evanston. This is a second partial extension of one of two 5 year extensions contemplated in the Operator Agreement between the City and Motivate. Staff anticipates the FY2019 budgeted amount for Divvy expenses will be cost neutral.

For Action

(A13) Resolution 67-R-18, Memorandum of Understanding with the City of Chicago Department of Transportation to Seek Approval to Share Revenue in the Divvy Sponsorship Agreement

The Transportation & Parking Committee and staff recommend City Council adopt Resolution 67-R-18, authorizing the City Manager to negotiate and execute a Memorandum of Understanding with the City of Chicago for a joint advertisement agreement for sponsorship of all Divvy bicycles, with Evanston receiving a pro rata share based on the number of bicycles in the Evanston Divvy system.

For Action

(A16) Resolution 59-R-18, Approving Intergovernmental Agreement for Use of the Village of Winnetka's Fire Training Tower

Staff recommends that the City Council adopt Resolution 59-R-18 authorizing the City Manager to execute an inter-governmental agreement with the Village of Winnetka for the limited use of their training tower for Evanston Fire Department community engagement programs.

For Action

(A17) Resolution 70-R-18, Grant Application for State Funding through the Open Space Land Acquisition and Development Grant Program for the Harbert Park Renovation Project

Staff recommends approval of Resolution 70-R-18 authorizing the City Manager to Sign a Resolution of Authorization as part of an Open Space and Land Acquisition and Development (OSLAD) grant application to the Illinois Department of Natural Resources for the Harbert Park Renovations Project. Although the City has been a past recipient of the OSLAD grant, this is the first time in several years that the grant program has been accepting applications. If awarded, funding for this project will be from a variety of funding sources already proposed for Harbert Park Improvements in the 2019 budget, including 2018 Good Neighbor Funds, the Neighborhood Improvement Reserve Fund, and the 2019 General Obligation Bonds.

For Action

(A18) Resolution 66-R-18, Easement Agreement with Northwestern University for Replacement of Underground Water Storage Reservoir at Lincoln Street and Campus Drive

Staff recommends City Council adoption of Resolution 66-R-18 authorizing the City Manager to execute an easement agreement with Northwestern University to provide for a temporary construction easement for the removal of the existing reservoir and installation of the new reservoir. The easement agreement also establishes a long term easement agreement between the parties for the underground reservoir to be located below Northwestern University property.

For Action

(A19) Ordinance 98-O-18, Amending City Code Section 7-2-6(D), "Sidewalk Cafes," Allowing Class K Liquor Licensees Sidewalk Cafes

City staff submits to City Council for consideration Ordinance 98-O-18 which amends the City Code to permit sidewalk cafes at business establishments that hold Class K liquor licenses. *Alderman Revelle recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council.*

For Introduction and Action

(A30) Ordinance 109-O-18, Allowing Extended Hours of Alcohol Service for Z-1 and Z-2 Liquor License Holders through City Council Approval

Local Liquor Commissioner recommends City Council adoption of Ordinance 109-O-18, amending Evanston City Code Subsection 3-4-6(Z-1) and 3-4-6(Z-2), to allow for extended hours of alcohol service for Z-1 and Z-2 liquor license holders through City Council approval. *Alderman Revelle recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*

For Introduction and Action

(A31) Extended Alcohol Service for One-Day Events - Levy Premium Foodservice

Staff submits for City Council approval a request to extend alcohol service hours for one-day liquor events taking place at 1501 Central Street ("Levy Premium Foodservice"), on September 8, 2018, September 29, 2018, October 13, 2018, October 27, 2018, November 3, 2018, and November 24, 2018 to accommodate game day events during the Northwestern University football season.

For Action

(A32) Ordinance 99-O-18, Amending Class K Liquor License to Decrease the Permitted Volume of Wine for Off Premise Consumption, Permit Alcoholic Spirit Tasting, and Increase the Permitted Volume of Beer for Consumption Onsite

Local Liquor Commissioner recommends City Council adoption of Ordinance 99-O-18, amending Evanston City Code Subsection 3-4-6-(K) to decrease the permitted volume of wine for off premise consumption, permit alcoholic spirit tasting, and increase the permitted volume of beer for onsite consumption. *Alderman Revelle recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council.*

For Introduction and Action

(A33) Ordinance 101-O-18, Amending the Class U Liquor License Permitted Hours of Sale of Alcoholic Liquor and Eliminating the Restriction of the Sale of Alcohol to the Lobby

Local Liquor Commissioner recommends City Council adoption of Ordinance 101-O-18, amending Evanston City Code Subsection 3-4-6-(U) to amend the permitted hours of sale of alcoholic liquor and eliminating the restriction of the sale of alcohol to the lobby. This Ordinance will permit Class U licensees to sell alcoholic liquor two hours prior to any performance, during intermission, and two hours after the end of any performance. *Staff recommends suspension of the rules for Introduction and Action at the September 17, 2018 City Council meeting.*
For Introduction and Action

(A34) Ordinance 100-O-18, Proposed Modifications to City Code Section 10-11-6, Schedule VI; Snow Routes and Snow Emergency Regulations Contained in Section 10-4-13

Staff recommends that City Council adopt Ordinance 100-O-18, amending City Code 10-4-13 (C), Snow Emergency, and the designated Snow Routes in Section 10-11-6, Schedule VI. The majority of the proposed modifications will make the City Code consistent with the current snow route map, existing snow route sign postings and staff's current operations during snow events thereby improving snow removal operations and towing/parking bans associated with declared snow emergencies.

For Introduction

V. ITEMS FOR DISCUSSION

(APW1) Eruv District Expansion

Community members seek City Council's direction on the proposed eruv district expansion.

For Discussion

VI. COMMUNICATIONS

VII. ADJOURNMENT