

**Administration and Public Works Committee Meeting
Minutes of August 13, 2018
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: C. Fleming, P. Braithwaite, T. Suffredin, A. Rainey, R. Rue Simmons (arrived at 6:15p.m.)

STAFF PRESENT: K. Richardson, H. Desai, A. Mackey, L. Biggs, D. Stoneback, T. Nunez, E. Storlie, S. Ciolek, S. Flax, S. Cary, E. Cano, L. Hemingway

PRESIDING OFFICIAL: Ald. Fleming

I. DECLARATION OF A QUORUM: ALDERMAN FLEMING, CHAIR
A quorum being present, Ald. Fleming called the meeting to order at 6:09p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 23, 2018
Ald. Braithwaite moved to accept the Minutes of July 23, 2018 and the A&PW meeting as submitted, seconded by Ald. Fleming.

The Minutes of the July 23, 2018 A&PW meeting were approved unanimously 4-0.

Ald. Rue Simmons arrived at 6:15p.m.

III. PUBLIC COMMENT

Junad Rizki spoke to Items A10, A16 and A17. Mr. Rizki stated concerns about the amount of the Chicagoland Paving settlement, which he thinks is the equivalent to a 0.5% property tax increase. He expressed concern about the Fountain Square liquidated damages collection. Mr. Rizki felt the Howard Street improvements are unnecessary. He also asked about the profit for the Lincolwood water sale.

IV. 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 9, 2018 through July 22, 2018 \$3,201,457.76
For Action

(A2) Bills List – August 14, 2018 \$7,783,168.33

Credit Card Activity (not including Amazon purchases) -
Period Ending June 26, 2018 \$ 205,283.75

For Action

Removed from consent agenda

(A3) **Purchase of Three Public Works Agency Vehicles from Currie Motors Inc. and JX Peterbilt**

Staff recommends City Council approval for the purchase of three (3) vehicles for operations in the Public Works Agency (Public Services Bureau). The following vehicles will be purchased: a Ford F-250 XL from Currie Motors Inc. (9423 W. Lincoln Highway, Frankfort, IL 60423) in the amount of \$30,020.00; a Ford F-450 Chassis XL from Currie Motors Inc. in the amount of \$63,274.00; and a Peterbilt 337 Cab and Chassis with a Cannon VO-260 aerial device from JX Peterbilt (PO Box 189, Wadsworth, IL 60083) in the amount of \$162,917.00. Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$256,211.00, which has a budgeted amount of \$1,522,977.

For Action

(A4) **Fuel Purchases from Gas Depot Oil Company for July 6, 2018 through July 5, 2019**

Staff recommends approval of fuel purchases from July 6, 2018 thru July 5, 2019 in the amount of \$900,000.00 from Gas Depot Oil Company (8930 N. Waukegan Road, Suite 230, Morton Grove, IL 60053). The Gas Depot Oil Company is the current Northwest Municipal Conference Bid winner from July 19, 2018 thru July 19, 2019 for all grades and types of fuels that are utilized by city vehicles. Funding for this purchase will be from the Major Maintenance, Materials to Maintain Autos Fund (Account 600.19.7710.65035). Present fuel prices are \$2.42/gallon for 87 octane gasoline and \$2.50/gallon for bio-diesel.

For Action

(A5) **Benchmark Analytics License Agreement**

Staff recommends that the City Council authorize the attached license agreement with Benchmark Analytics for a 3-year agreement with an option to renew for two additional years. The software system will assist with the management of the Evanston Police Department through the analysis of law-enforcement related information. The License Agreement provides that years one through three will be paid through a grant from the Joyce Foundation, 321 North Clark Street, Suite 1500, Chicago, IL 60654. If the City Council decides to renew the license agreement for years four and five, the cost will be \$25,000 and \$26,000 respectively. This expense will be paid from the Police Department's operating budget from amounts proposed in those budget years.

For Action

(A6) Contract with Capitol Cement Co., Inc. for 2018 Alley and Street Improvements Project

Staff recommends City Council authorize the City Manager to execute a contract for the 2018 Alley and Street Improvements Project (Bid No. 18-34) with Capitol Cement Co., Inc. (6231 North Pulaski Road, Chicago, IL) in the amount of \$874,761.30. Funding will be provided from the CIP Fund as follows: 2018 General Obligation Bonds in the amount of \$275,940, the Special Assessment Fund in the amount of \$213,645, and Community Development Block Grant funds in the amount of \$385,176.30. A detailed breakdown of the funding can be found on the corresponding transmittal memorandum.

For Action

(A7) Contract with Bodala, L.L.C. dba Central Rug and Carpet for the Noyes Cultural Arts Center – Hallway and Common Area Improvements

Staff recommends City Council authorize the City Manager to execute a contract for the Noyes Cultural Arts Center – Hallway and Common Area Improvements (Bid 18-37) with Bodala, L.L.C. dba Central Rug and Carpet (3006 Central Street, Evanston, IL) in the amount of \$199,145. Funding will be provided from the 2018 Capital Improvements Fund reimbursed by the Noyes Tenant Reserve Fund (Account 415.40.4218.65515 – 618010), which was budgeted at \$200,000 in FY 2018 with all of the funding remaining.

For Action

(A8) Contract with McGuire Igleski & Associates, Inc. for Architectural and Engineering Services Related to the Water Quality Laboratory

Staff recommends City Council authorize the City Manager to execute a contract for architectural and engineering services related to the Water Quality Laboratory (RFP No. 18-18) with McGuire Igleski & Associates, Inc. (1330 Sherman Avenue, Evanston, IL 60201), in the amount of \$182,025. Funding will be provided from the Water Fund (Account 513.71.7330.62145-718004) which included \$150,000 budgeted for these services in 2018 and an additional \$75,000 in 2019.

For Action

(A9) Contract with Giant Maintenance & Restoration for 2018 Fire Hydrant Painting

Staff recommends that the City Council authorize the City Manager to execute a contract for 2018 Fire Hydrant Painting with Giant Maintenance & Restoration (20678 W Highway 176, Mundelein, IL 60060) in the amount of \$21,070.00. Funding for this work will be from the Water Fund (Account 510.40.4540.62230), which has an allocation of \$36,000 for fire hydrant painting.

For Action

(A10) Change Order No. 2 to the Engineering Services Contract for the Fountain Square Renovation Project with Christopher B. Burke Engineering, Ltd

Staff recommends City Council authorize the City Manager to approve Change Order No. 2 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd

(9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$39,113.01. This will modify the existing agreement amount from \$945,438.68 to \$984,551.69 and extend the contract deadline from September 30, 2018 to December 31, 2018. Funding for this work will be through the Washington National TIF fund from liquidated damages assessed against the construction contractor for failure to complete the work within the specified time. As of August 1, 2018 a total of \$153,900.00 in liquidated damages has been assessed against the construction contractor.

For Action

Removed from consent agenda

(A11) Consulting Contract Amendment #3, Design and Construction Engineering Services on Sherman Avenue between Davis Street and Church Street

Staff recommends City Council authorize the City Manager to amend an existing engineering services contract for the Fountain Square Renovation Project (RFP No. 15-68) with Christopher B. Burke Engineering, Ltd (9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$64,861.10. This will modify the existing agreement amount from \$984,551.69 to \$1,049,412.79 and extend the contract deadline from December 31, 2018 to September 30, 2019. Funding is available through the Washington National TIF through savings realized from earlier portions of the Fountain Square Renovation Project. The actual construction (to be awarded at a future date) will be funded partially by additional savings and through the use of an additional \$100,000 in funding from the Washington National TIF fund.

For Action

Removed from consent agenda

Ald. Fleming moved to recommend approval of the consent agenda, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to approve the consent agenda.

V. ITEMS FOR CONSIDERATION

(A2) Bills List – August 14, 2018 **\$7,783,168.33**

Credit Card Activity (not including Amazon purchases) -
Period Ending June 26, 2018 **\$ 205,283.75**

For Action

Ald. Fleming moved to recommend approval of the City of Evanston Bills through August 14, 2018 in the amount of \$7,783,168.33 and the credit card activity (not including Amazon purchases) for the period ending June 26, 2018 in the amount of \$205,283.75, seconded by Ald. Rue Simmons.

Ald. Braithwaite asked staff to pay more attention to the accounts being charged and the descriptions being used. His example was based on Page 4 of the report that listed Epic Burger as Office Supplies. He also asked staff to provide a

subtotal of charges for each department and if possible add a local spend category.

Ald. Fleming made a request for District 65 to partner with the Police Department to provide access to the school facilities in the event of an emergency. Assistant City Manager Erika Storlie will make the request to the school district to pay for the key fobs and return to the Committee.

Ald. Rainey requested staff ask Comcast to cancel the cable contract at 745 Howard because the City no longer occupies the former police outpost. It is unfair to the taxpayers of the City of Evanston to continue to pay until 2019. Assistant City Manager Erika Storlie will discuss this issue during the upcoming Comcast franchise renewal meeting and return to the Committee.

The Committee voted unanimously 5-0 to approve the bills and credit card activity.

(A10) Change Order No. 2 to the Engineering Services Contract for the Fountain Square Renovation Project with Christopher B. Burke Engineering, Ltd

Staff recommends City Council authorize the City Manager to approve Change Order No. 2 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd (9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$39,113.01. This will modify the existing agreement amount from \$945,438.68 to \$984,551.69 and extend the contract deadline from September 30, 2018 to December 31, 2018. Funding for this work will be through the Washington National TIF fund from liquidated damages assessed against the construction contractor for failure to complete the work within the specified time. As of August 1, 2018 a total of \$153,900.00 in liquidated damages has been assessed against the construction contractor.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager to approve Change Order No. 2 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd., in the amount of \$39,113.01 modifying the existing agreement amount from \$945,438.68 to \$984,551.69 and extending the contract deadline from September 30, 2018 to December 31, 2018, seconded by Ald. Rainey.

At Ald. Rainey's inquiry, Public Works Agency Director Dave Stoneback explained that the City will collect the liquidated damages assessed from the contractor's payment.

At Ald. Fleming's inquiry, Director Stoneback explained that Christopher B. Burke Engineering has been proactive with scheduling and guiding the contractor throughout the project. The failure of the construction contractor, Copenhaver Construction, to pressure test the underground pipes for leaks as suggested by Christopher B. Burke (but not required by contract) led to the contract extension.

Director Stoneback is fairly confident in the new deadline of September 30, 2018. The identified leaks will be repaired, glass delivery has been scheduled, fountain software testing will be completed in late August or early September and project closeout will be addressed.

At Ald. Rainey's inquiry, Director Stoneback explained that the fountain will be shut down at the first sign of frost which is usually around mid-November. The contractor is responsible for draining and cleaning the fountain the first two years and then City staff will take on this responsibility.

The Committee voted unanimously 5-0 to approve the contract.

(A11) Consulting Contract Amendment #3, Design and Construction Engineering Services on Sherman Avenue between Davis Street and Church Street

Staff recommends City Council authorize the City Manager to amend an existing engineering services contract for the Fountain Square Renovation Project (RFP No. 15-68) with Christopher B. Burke Engineering, Ltd (9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$64,861.10. This will modify the existing agreement amount from \$984,551.69 to \$1,049,412.79 and extend the contract deadline from December 31, 2018 to September 30, 2019. Funding is available through the Washington National TIF through savings realized from earlier portions of the Fountain Square Renovation Project. The actual construction (to be awarded at a future date) will be funded partially by additional savings and through the use of an additional \$100,000 in funding from the Washington National TIF fund.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager to amend an existing engineering services contract for the Fountain Square Renovation Project (RFP No. 15-68) with Christopher B. Burke Engineering, Ltd. in the amount of \$64,861.10 modifying the existing agreement amount from \$984,551.69 to \$1,049,412.79 and extending the contract deadline from December 31, 2018 to September 30, 2019, seconded by Ald. Rainey.

Director Stoneback explained that the original contract was \$5.9 million contract and the actual contract price is approximately \$5.5 million. The savings will be used to replace the sidewalk on the east side of Sherman between Church and Davis and that block of Sherman will also be resurfaced.

The Committee voted unanimously 5-0 to approve the contract.

(A12) Amazon Credit Card Activity – Period Ending June 26, 2018 \$ 23,649.82

For Action

Ald. Fleming moved to recommend approval of the Amazon credit card activity for the period ending June 26, 2018 in the amount of \$23,649.82, seconded by Ald. Braithwaite.

The Committee voted unanimously 4-0 with Ald. Suffredin abstaining to

approve the credit card activity.

(A13) Resolution 58-R-18, Approving Settlement in Chicagoland Paving Contractors, Inc. v. City of Evanston, et al.

Staff recommends City Council adoption of Resolution 58-R-18 authorizing the City of Evanston (“City”) to issue a settlement payment pursuant to a settlement agreement and release in *Chicagoland Paving Contractors, Inc. v. City of Evanston, et al.* (Case No.17 -L-00).

For Action

Ald. Braithwaite moved to recommend City Council adoption of Resolution 58-R-18 authorizing the City of Evanston (“City”) to issue a settlement payment pursuant to a settlement agreement and release in *Chicagoland Paving Contractors, Inc. v. City of Evanston, et al.* (Case No.17 -L-00), seconded by Ald. Rue Simmons.

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

(A14) Resolution 53-R-18 Authorizing a Lease Agreement with North Shore Senior Center for Office Space at the Civic Center

Staff recommends City Council adoption of Resolution 53-R-18 authorizing the City Manager to negotiate the lease of office space with North Shore Senior Center at the rate of \$511.50 per month for 12 months beginning October 1, 2018 for 430 sq. ft. of space on the ground floor of the Civic Center, Suite G205.

For Action

Ald. Rue Simmons moved to recommend City Council adoption of Resolution 53-R-18 authorizing the City Manager to negotiate the lease of office space with North Shore Senior Center at the rate of \$511.50 per month for 12 months beginning October 1, 2018 for 430 sq. ft. of space on the ground floor of the Civic Center, Suite G205, seconded by Ald. Braithwaite.

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

(A15) Resolution 57-R-18, Illinois Department of Transportation Local Agency Agreement for Phase II Engineering on the Howard Street Corridor Improvement Project

Staff recommends approval of Resolution 57-R-18 authorizing the City Manager to sign a Local Agency Agreement with the Illinois Department of Transportation (IDOT) for the Howard Street Corridor Improvement Project, Phase II Engineering (construction plans). The Agreement establishes the maximum grant funding of the engineering cost, not to exceed \$462,637, and commits Evanston to fund \$137,363 of the engineering cost. Funding for this project will be from the Capital Improvement Fund, including 2018 General Obligation Bonds in the amount of \$137,363, Surface Transportation Grant (STP) funds in the amount of \$162,637, and reimbursement from the City of Chicago in the amount of \$300,000.

For Action

Ald. Suffredin moved to recommend approval of Resolution 57-R-18

authorizing the City Manager to sign a Local Agency Agreement with the Illinois Department of Transportation (IDOT) for the Howard Street Corridor Improvement Project, Phase II Engineering (construction plans) establishing the maximum grant funding of the engineering cost, not to exceed \$462,637, and commits Evanston to fund \$137,363 of the engineering cost, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to adopt the resolution.

(A16) Resolution 55-R-18, Phase II Engineering Services Agreement for the Howard Street Corridor Improvement Project

Staff recommends approval of Resolution 55-R-18 authorizing the City Manager to Sign a Preliminary Engineering Services Agreement for Federal Participation with the Illinois Department of Transportation and a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. (9575 W. Higgins Road, Suite 600 Rosemont, IL 60018) in the amount of \$600,000. The total cost of the Phase II Engineering Services with Christopher B. Burke Engineering is \$600,000. The Howard Street Project is a joint project with the City of Chicago and 50% of the funding is provided by Chicago. The City has received a federal grant of \$162,637 through the North Shore Council of Mayors and this will be reimbursed to the City of Evanston. The remaining amount of \$137,363 will be from the Capital Improvements Fund, 2018 General Obligation Bonds, Account 415.40.4118.62145-417002.

For Action

Ald. Rainey moved to recommend approval of Resolution 55-R-18 authorizing the City Manager to Sign a Preliminary Engineering Services Agreement for Federal Participation with the Illinois Department of Transportation and a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. in the amount of \$600,000, seconded by Ald. Rue Simmons.

The Committee voted unanimously 5-0 to adopt the resolution.

(A17) Ordinance 83-O-18, Authorizing the City Manager to Execute an Agreement to Sell Water to a New Wholesale Water Customer, the Village of Lincolnwood, Illinois

Staff recommends that the City Council adopt Ordinance 83-O-18, authorizing the City Manager to execute a Water Supply Agreement with the Village of Lincolnwood. The initial term of the agreement is for 39 years with two 10 year extension provisions at the discretion of Lincolnwood.

For Introduction

Ald. Fleming moved to suspend the rules and recommend City Council adopt Ordinance 83-O-18, authorizing the City Manager to execute a Water Supply Agreement with the Village of Lincolnwood. The initial term of the agreement is for 39 years with two 10 year extension provisions at the discretion of Lincolnwood, seconded by Ald. Rue Simmons.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

(A18) Ordinance 93-O-18, Amending City Code Section 10-11-10, Schedule X “Limited Parking” to Add Schedule X(O) Saturday Special Event Parking Pilot Program

Staff recommends City Council adopt Ordinance 93-O-18, amending City Code Section 10-11-10, Schedule X “Limited Parking” to add Schedule X(O) Saturday Special Event Parking Pilot Program. This Ordinance would create a special event parking pilot program that would expand the usage of the ParkEvanston mobile app to include an on-street parking zone for Northwestern football game days, with a daily parking rate of \$40.00. **Staff recommends suspension of the rules for Introduction and Action at the August 13, 2018 City Council.**

For Introduction and Action

PUBLIC COMMENT

Ald. Revelle listed a number of concerns regarding the ordinance: 1) Evanston residents that pay the annual wheel tax should not be required to pay the event parking rate; 2) Evanston residents with non-Evanston guests should not be required to pay the event parking rate; 3) Commuters parking along the Metra track in the Poplar lot should not be required to pay the event parking rate; 4) Has adequate consideration been given to the parking needs of patrons of Central Street businesses on game day? She proposed designating the Central Street parking lot as special event parking on game days 4 hours before and 2 hours after the game at a rate of \$40 to test the demand.

Mary Rosinski felt that this proposal penalizes the residents in the area. She also believes that there are not enough parking spaces to generate the estimated revenue. To solve the resident parking congestion she thinks the area should be resident only parking on game days.

At Ald. Rainey’s inquiry, Assistant City Manager Erika Storlie explained that parking on Central Street is limited on game days to efficiently control the flow of stadium traffic. Signs are placed on the parking meters restricting parking approximately 4 hours before kick off and midway through the game the meters on the opposite side of the street are restricted to facilitate a faster exit from the stadium.

At Ald. Rainey’s suggestion to increase parking meter fees on Central Street to \$40 instead of restricting parking, Assistant City Manager Storlie explained that we do not currently have the ability to adjust the meter prices remotely on game days.

Ald. Suffredin said Ald. Revelle’s proposal is a good start and would generate revenue, with more revenue to be captured later through the ParkEvanston app. He did express concern about Police overtime and Central Street businesses. He noted that campus parking is free and people can ride the shuttle to the stadium.

Ald. Fleming moved to suspend the rules and amend the recommendation that City Council adopt Ordinance 93-O-18, amending City Code Section 10-11-10, Schedule X "Limited Parking" to add Schedule X(O) Saturday Special Event Parking Pilot Program designating the Central Street and Poplar parking lots as special event parking only on game days with a daily parking rate of \$40.00, seconded by Ald. Rue Simmons.

The Committee voted unanimously to suspend the rules and adopt the amended ordinance.

(A19) Ordinance 94-O-18, Amending City Code Section 10-11-17, Schedule XVII "Parking Violation Penalties" to Add Schedule XVII (L) Non-Payment of Special Event Parking Fee

Staff recommends City Council adopt Ordinance 94-O-18, amending City Code Section 10-11-17, Schedule XVII "Parking Violation Penalties" to add Schedule XVII (L) Non-Payment of Special Event Parking Fee. During the special event pilot program mentioned in item A19, the penalty fee for non-payment would be \$80.00. **Staff recommends suspension of the rules for Introduction and Action at the August 13, 2018 City Council.**

For Introduction and Action

Ald. Fleming moved to suspend the rules and recommend City Council adopt Ordinance 94-O-18, amending City Code Section 10-11-17, Schedule XVII "Parking Violation Penalties" to add Schedule XVII (L) Non-Payment of Special Event Parking Fee with a penalty fee for non-payment of \$80.00, seconded by Ald. Rue Simmons.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

(A20) Ordinance 92-O-18, Amending City Code Section 10-11-7, Schedule VII(C), "Bus Stops and Zones," to Add Signed Bus Stops on Dodge Avenue from Oakton Street to Main Street

The Transportation and Parking Committee and staff recommend City Council adopt Ordinance 92-O-18, Amending City Code Section 10-11-7, Schedule VII(C), "Bus Stops and Zones," to add signed bus stops on Dodge Avenue from Oakton Street to Main Street.

For Introduction

Ald. Fleming moved to suspend the rules and recommend City Council adopt Ordinance 92-O-18, Amending City Code Section 10-11-7, Schedule VII(C), "Bus Stops and Zones," to add signed bus stops on Dodge Avenue from Oakton Street to Main Street, seconded by Ald. Rue Simmons.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

VI. ITEMS FOR DISCUSSION

(APW1)Proposed Amendment to Snow Route Code of Ordinance 10-4-13 and the Snow Routes Designated in Section 10-11-6, Schedule VI

The Public Works Agency recommends amending City Ordinance, 10-4-13 (C), Snow Emergency, and the designated Snow Routes in Section 10-11-6, Schedule VI, in order to improve and assist snow removal operations and towing/parking bans associated with declared snow emergencies. With concurrence of the City Council, staff will work with the Legal Department to craft the appropriate Ordinance to adopt these modifications.

For Discussion

Public Works Agency Bureau Chief Edgar Cano presented proposed revisions to the snow routes and snow emergency ordinance. The proposed actions clarify starting and ending points, updates the snow route ordinance to match what is currently posted, adds new snow route locations and removes streets that no longer exist or are necessary as a snow route.

Ald. Braithwaite suggested driving the affected routes with aldermen. He also asked about District 65 bus routes. Public Works Agency Director Stoneback explained that there are 9 snow removal zones in equal amount of miles. There is at least one truck in each zone at all times. Primary streets are cleared first, then side streets.

Ald. Fleming would like aldermen to have more time to review the changes in their ward. She also asked that upon completion, the revised list is published on the website.

VI. COMMUNICATIONS

VII. ADJOURNMENT

Ald. Fleming moved to adjourn, seconded by Ald. Rue Simmons. The Committee voted unanimously 5-0 to adjourn the meeting at 7:12pm.

Respectfully Submitted,

Janella Hardin, PHR