



ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, December 10, 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 RUE SIMMONS**
- II. **APPROVAL OF MINUTES OF REGULAR MEETING OF NOVEMBER 12, 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 – October 29, 2018 through November 11, 2018	\$ 2,965,372.47
Payroll – November 12, 2018 through November 25, 2018	\$ 2,874,863.60
Bills List – November 27, 2018	\$ 3,921,011.32
Bills List – December 11, 2018	\$23,336,386.14

For Action

(A2) **Purchase of Insurance/Renewals – Property, Excess Liability & Excess Worker's Compensation for Fiscal Year 2019**

City staff recommends approval to purchase the outlined policies at a total cost of \$556,524. The policies will renew all insurance coverage for the City of Evanston for Fiscal Year 2019. Both insurance brokers are in the third year of a three-year contract award to place insurance coverages. Premium quotations received reflected the tightening of insurance markets across all sectors. There was a slight increase in cumulative total pricing for all policies by \$680, which excludes the workers compensation and the new policy for environmental liability. Funding will be from the following funds: Insurance Fund Account 605.99.7800.62615 in the amount of \$525,000; and Workers' Compensation Fund Account 605.9978000.66044 in the amount of \$130,000.

For Action

(A3) 2018 Post Bond Issuance Report

Staff recommends the City Council review and place the 2018 Post Bond Issuance Report on file.

For Action: Accept and Place on File

(A6) Three-Year Contract with Silk Screen Express, Inc. for AFSCME Uniforms

Staff recommends the City Council authorize the City Manager to execute a purchase order in response to Bid #18-58 to award the 2019-21 AFSCME Uniform Contract to Silk Screen Express, Inc. (7611 W. 185th Street, Tinley Park, IL 60477) for a term of three years with a not to exceed amount of \$187,500.00. Funding for 2019 will be from Public Works Agency- Clothing Fund (Account 100.40.4105.65020) with a FY19 YTD balance of \$62,500.

For Action

(A7) Contract for Emergency Purchase and Installation of Equipment and Services for a Fire Suppression System at Service Center – Data Center with Phoenix Fire Systems

Staff recommends City Council authorize the City Manager to execute an agreement for the emergency purchase of equipment and services to install a Kidde-Fenwal Novec 1230 Clean Agent Fire Suppression System at 2020 Asbury Service Center -Data Room with Phoenix Fire Systems (744 Nebraska Street, Frankfort, IL 60423) in the amount of \$ 34,945.00. This project will be funded from the Capital Improvement Fund 2018 General Obligation Bonds (Account No. 415.40.4118.65515 - 618033). This will use funding set aside for Facilities Contingency, which was budgeted at \$275,000 in FY 2018 and has \$120,039 remaining.

For Action

(A8) Sole Source Purchase of Equipment from Dell Technologies for Data Center Operations Infrastructure Upgrade

Staff recommends City Council authorize the sole source purchase of three Dell PowerEdge servers, two EMC storage area network appliances, and additional related equipment from Dell Technologies (1 Dell Way, Round Rock, TX, 78682) in the amount of \$141,173.44. This purchase enables IT to replace failing infrastructure in the city's data center that support critical City services. Funding is provided by Capital Improvement Fund in the amount of \$50,000 in 2018 General Obligation Bonds and \$91,173 from the 2019 Capital Improvement Fund using funding approved in the FY 2019 Adopted Budget.

For Action

(A9) 2019-2021 Renewal of Building Automation Service Agreement for HVAC Systems with Schneider Electric

Staff recommends City Council authorize the City Manager to execute a three-year, single source service agreement for the Building Automation System (BAS) with Schneider Electric (17475 Palmer Blvd., Homewood, IL 60430) in the amount of \$36,167.00 for FYI 2019, \$37,005.00 for FYI 2020 and \$37,869.00 for FYI 2021 to cover hardware/software and service visits for HVAC systems in 16 City buildings and properties. Initially in 2019 this is about a 27% increase from 2018 due to the addition of coverage for 8 more locations. In following years 2020 and 2021 this is less than a 3% increase each year. Funding will be from the Facilities Fund (Account 100.19.1950.62509).

For Action

(A11) Resolution 111-R-18, One-Year Lease Agreement for Office Space at the Lorraine H. Morton Civic Center

Staff recommends City Council adoption of Resolution 111-R-18 authorizing the City Manager to negotiate the lease of office space with Evanston Development Cooperative (EDC) at the rate of \$324.50 per month for 12 months beginning January 2, 2019 for 275 square feet of space on the third floor of the Civic Center, Suite 3601.

For Action

(A12) Resolution 107-R-18, Eight-Month Lease Renewal with Mudlark Theatre for Space at the Noyes Cultural Arts Center

Staff recommends City Council approval of Resolution 107-R-18 authorizing the City Manager to enter into an agreement for an eight (8)-month renewal lease with Mudlark Theatre for space at the Noyes Cultural Arts Center. The monthly rental rate is \$3,183.62, which includes a 2% increase from 2018 rates.

For Action

(A13) Resolution 108-R-18, Nine-Month Lease with Evanston Children's Choir for Studio Space at Noyes Cultural Arts Center

Staff recommends City Council approval of Resolution 108-R-18 authorizing the City Manager to enter into an agreement for a nine (9)-month renewal lease with Evanston Children's Choir for studio space at the Noyes Cultural Arts Center. The monthly rent rate is \$1,362.92, which include a 2% increase from 2018 rates.

For Action

(A14) Resolution 106-R-18, Twelve-Month Lease Agreements for Studio Space at Noyes Cultural Arts Center

Staff recommends City Council approval of Resolution 106-R-18 authorizing the City Manager to enter into twenty-two (22) renewal agreements for a twelve (12) month lease for the artist leases for studios at the Noyes Cultural Arts Center. Fees include a two percent (2%) rental rate increase from 2018 rates.

For Action

(A16) Resolution 109-R-18, Authorization to Negotiate and Execute an Easement for Existing Sidewalk in the Alley Adjacent to 324 Dempster Street

Staff recommends City Council adopt Resolution 109-R-18 authorizing the City Manager to execute an easement agreement with the property owner of 324 Dempster Street for a two-and-a-half feet wide by seventy five feet long easement in the alley adjacent to property. The easement would be granted for a 50 year period.

For Action

(A17) Ordinance 121-O-18, Donation of Ambulance to the North Regional Major Crimes Task Force Organization

Staff recommends that City Council adopt Ordinance 121-O-18, directing the City Manager to donate an ambulance owned by the City to the North Regional Major Crimes Task Force, Major Crash Assistance Team. This vehicle has been determined to be surplus as a result of a new vehicle replacement being put into service.

For Introduction

(A22) Ordinance 156-O-18, Increasing the Number of Class D Liquor Licenses for Lao Sze Chuan located at 1633 Orrington Avenue

Local Liquor Commissioner recommends City Council adoption of Ordinance 156-O-18, amending Class D Liquor License from fifty-one to fifty-two for Fortune Cookie Group, Inc., d/b/a Lao Sze Chuan, 1633 Orrington Avenue. *Alderman Fiske requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.*

For Introduction and Action

(A23) Ordinance 157-O-18, Increasing the Number of Class H Liquor Licenses for Colectivo Coffee located at 716 Church Street

Local Liquor Commissioner recommends City Council adoption of Ordinance 157-O-18, amending Class H Liquor License from one to two for Colectivo Coffee Roasters, Inc., d/b/a Colectivo Coffee, 716 Church Street. *Alderman Fiske requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.*

For Introduction and Action

IV. ITEMS FOR CONSIDERATION

(A4) Contract with Amber Mechanical Contractors, Inc., for Chandler-Newberger Center HVAC Improvements Phase II

Staff recommends City Council authorize the City Manager to execute a contract for the Chandler-Newberger HVAC Improvements Phase II Project with Amber Mechanical Contractors, Inc., (11950 S. Central Ave., Alsip, Illinois) in the amount of \$362,000.00. This project will be funded from the Capital Improvement Fund which has an available budget of \$565,000 for this project. A further breakdown of funding can be found on the corresponding transmittal memorandum.

For Action

(A5) Contract with Landmark Contractors, Inc. for Sherman Avenue Improvements

Staff recommends City Council authorize the City Manager to execute a contract award for the Sherman Avenue Improvements Project (Bid #18-50) with Landmark Contractors, Inc. (11916 W. Main Street, Huntley, Illinois 60142), in the amount of \$825,071.84. Funding is available through the Washington National TIF in the amount of \$900,000 (Account No. 415.40.4218.65515-418028). This improvement is being funded from projected savings in the Fountain Square construction project and through the use of additional available funds in the Washington National TIF fund.

For Action

(A10) Second One-Year Extension for the Management and Operations of Three Self-Park Facilities with SP+ Municipal Services

Staff recommends that City Council authorize the City Manager to extend the contract for the Management and Operations of three City owned Self-Park Facilities to SP+ Municipal Services (200 East Randolph Street, Suite 5475, Chicago, IL 60601) in the amount of \$1,530,198 for 2019 with no additional extensions (RFP #15-65). Funding for the contract will be provided by the following Parking Fund accounts: Church Street Garage (505.19.7025.62400); Sherman Avenue Garage (505.19.7036.62400); and Maple Avenue Garage (505.19.7037.6240).

For Action

(A15) Resolution 110-R-18, Amendment to the Purchase and Sale Agreement for the City-Owned Real Property Located at 1714-20 Chicago Avenue to Chicago Avenue Partners, LLC

Staff recommends City Council approval of Resolution 110-R-18, "Authorizing the City Manager to Amend the Purchase and Sale Agreement for the City-Owned Real Property Located at 1714-20 Chicago Avenue to Chicago Avenue Partners, LLC" The first amendment to the contract, executed in July 2018 established an approval period which expires at 5:00 p.m. Central Time on December 12, 2018.

For Action

(A18) Ordinance 122-O-18, Authorization to Negotiate a Redevelopment Agreement and the Sale of City Property at 2222 Oakton to Clark Street Real Estate, LLC

Staff recommends City Council approval of Ordinance 122-O-18, "Authorizing the City Manager to Negotiate a Redevelopment Agreement and the Sale of City-Owned Real Property Located at 2222 Oakton Street with Clark Street Real Estate, LLC". *A two-thirds majority of City Council is required to adopt Ordinance 122-O-18. Due to the single meeting in December, City Manager requests suspension of the Rules for Introduction and Adoption at the December 10, 2018 City Council meeting.*

For Introduction and Action

(A19) Ordinance 153-O-18, Amending City Code Section 3-4-6(E) to Allow for Sale of Alcoholic Liquor Greater than 6.76 Fluid Ounces and Wine Greater than 6.32 Fluid Ounces

Liquor License Commissioner recommends City Council adoption of Ordinance 153-O-18, amending City Code Section 3-4-6(E) to allow for sale of alcoholic liquor greater than 6.76 fluid ounces and wine greater than 6.32 fluid ounces. *Mayor Stephen H. Hagerty requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.*

For Introduction and Action

(A20) Ordinance 154-O-18, Amending City Code Section 3-4-6(L) to Allow for Sale of Alcoholic Liquor Greater than 6.76 Fluid Ounces and Wine Greater than 6.32 Fluid Ounces

Liquor License Commissioner recommends City Council adoption of Ordinance 154-O-18, amending City Code Section 3-4-6(L) to allow for sale of alcoholic liquor greater than 6.76 fluid ounces and wine greater than 6.32 fluid ounces. *Mayor Stephen H. Hagerty requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.*

For Introduction and Action

(A21) Ordinance 155-O-18, Amending City Code Section 3-4-3(O) to Allow for Sale of Wine Greater than 6.32 Fluid Ounces

Liquor License Commissioner recommends City Council adoption of Ordinance 155-O-18, amending City Code Section 3-4-3(O) to allow for the sale of wine greater than 6.32 fluid ounces. *Mayor Stephen H. Hagerty requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.*

For Introduction and Action

(A24) Ordinance 161-O-18, Amending City Code Section 10-11-18 and 10-11-22 – Resident Parking Only Districts

The Transportation/Parking Committee and Staff recommend City Council adopt Ordinance 161-O-18, amending City Code Section 10-11-18 Schedule XVIII(Q) and Section 10-11-22 Schedule XVIII(C), Residents Parking Only Districts, to for District S to become EVS District 3 with a review of the changes after six months to be presented to the Transportation/Parking Committee in the second half of 2019.

For Introduction

(A25) Ordinance 150-O-18 Amending Section 9-2-3 (B) of the Evanston City Code, Increasing Fire Department Transport Fees

City staff requests City Council adoption of Ordinance 150-O-18 amending Section 9-2-3 of the Evanston City Code, increasing the ambulance transport fees. Ordinance 150-O-18 was Introduced at the November 12, 2018 Administration & Public Works Committee and City Council, but was requested to return to the Committee for further discussion and final Action.

For Action

- V. ITEMS FOR DISCUSSION
- VI. COMMUNICATIONS
- VII. ADJOURNMENT