



## ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, March 11, 2019

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 SUFFREDIN**

**II. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 25, 2019**

**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 – February 4, 2019 through February 17, 2019                      \$ 3,122,700.75

**(A2)** Bills List – March 12, 2019    \$ 3,030,105.51

Credit Card Activity (not including Amazon purchases) -  
Period Ending January 26, 2019    \$ 153,068.53

**For Action**

**(A5) Contract with Landscape Concepts Management, Inc., for Green Bay Road Landscape Maintenance**

Staff recommends City Council authorize the City Manager to execute a contract for the 2019 Green Bay Road Landscape Maintenance contract to the low bidder, Landscape Concepts Management, Inc., (31745 Alleghany Rd., Grayslake, IL, 60030) in the amount of \$25,117.30. Funding for this project is included in the proposed FY 2019 General Fund budget (Account 100.40.4330.62195), which has a total allocation of \$142,000.00.

**For Action**

- (A6) **Contract with Cleanslate Chicago, LLC, for 2019 Mowing Services**  
Staff recommends City Council authorize the City Manager to execute a contract award for the 2019 Mowing Services to the low bidder, Cleanslate Chicago, LLC (1540 South Ashland, Chicago, IL), in the amount of \$30,896.25. Funding for this project is included in the proposed FY 2019 General Fund budget (Account 100.40.4330.62195), which has a total allocation of \$142,000.00.  
**For Action**
- (A7) **Contract with Visu-Sewer of Illinois, LLC for the 2019 CIPP Sewer Rehabilitation Contract A Project**  
Staff recommends that City Council authorize the City Manager to execute a contract for the 2019 CIPP Sewer Rehabilitation Contract A (Bid No. 19-01) with Visu-Sewer of Illinois, LLC (9014 S Thomas Avenue, Bridgeview, IL 60455) in the amount of \$332,121.00. Funding for this project is from Sewer Fund (Account No. 515.40.4535.62461–419004), which has an FY 2019 budget of \$700,000 for this work, all of which is remaining.  
**For Action**
- (A8) **Sole Source Purchase of Hot Mix Asphalt from Builders Asphalt**  
Staff recommends that City Council authorize the City Manager to execute a one-year single source contract for the purchase of Hot Mix Asphalt with Builders Asphalt (4413 Roosevelt Road Suite 108, Hillside, IL 60162) in the amount of \$48,700. Funding will be provided by three separate accounts, which are detailed on the corresponding transmittal memorandum.  
**For Action**
- (A9) **Sole Source Contract for Purchase of Concrete and Flowable Fill with Ozinga Ready Mix Inc.**  
Staff recommends the City Council authorize the City Manager to execute a one year single source contract for the purchase of concrete and flowable fill with Ozinga Ready Mix Concrete Inc. (2222 South Lumber Street, Chicago, IL) in the amount of \$45,000. Funding will be provided by three separate accounts, which are detailed on the corresponding transmittal memorandum.  
**For Action**
- (A12) **Sole Source Agreement with Robothink, LLC for Youth Classes and Camps**  
Staff recommends City Council approval of the sole source agreement with Robothink, LLC (37 Sherwood Ter., Suite 122, Lake Bluff, IL 60066) for instruction of youth robotic and coding classes and camps. Instructional expenses are paid from the Chandler-Newberger Fund (Account 100.30.3035.62505), which has a \$125,900 budgeted allocation. Compensation for the vendor is based on the following amount of revenue collected. For 2019, staff is projecting \$29,000 in revenues and \$22,000 in expenses.  
**For Action**

**(A13) 2019 Non-Park Special Events**

Staff recommends approval of the 2019 non-park special events, contingent upon compliance of all requirements as set forth by the Special Event Policy & Guidelines. Costs for city services provided for events require a 100% reimbursement from the sponsoring organization or event coordinator. These fees are waived for City events and City co-sponsored Events.

**For Action**

**(A14) Resolution 22-R-19, Nine Month Lease for Studio 109 at Noyes Cultural Arts Center**

Staff recommends approval of Resolution 22-R-19 authorizing the City Manager to enter into an agreement for a nine (9) month lease term with new tenants and Evanston residents, Jane Rickard and Rimma Mitchell, to lease studio 109 at the Noyes Cultural Arts Center.

**For Action**

**(A15) Resolution 23-R-19, Nine Month Lease for Studio B12 at the Noyes Cultural Arts Center**

Staff recommends approval of Resolution 23-R-19 authorizing the City Manager to enter into an agreement for a nine (9) month lease term with new tenant and Evanston resident Tina Rohde, to lease vacant studio B12 at the Noyes Cultural Arts Center.

**For Action**

**(A16) Resolution 17-R-19, One-Year Lease Agreement for Office Space at the Lorraine H. Morton Civic Center**

Staff recommends City Council adoption of Resolution 17-R-19 authorizing the City Manager to negotiate the lease of office space with Mental Health America of the North Shore (MHA) at the rate of \$142.50 per month for 12 months beginning April 2, 2019 for 142.5 square feet of space on the ground floor of the Lorraine H. Morton Civic Center, Suite G204.

**For Action**

**(A17) Resolution 24-R-19, One-Year Lease Agreement for the Apartment located at 1223 Simpson Street**

Staff recommends City Council adopt Resolution 24-R-19, authorizing the City Manager to execute a lease between the City of Evanston and Diane Kerston and Omar Lockhart for 12 months beginning May 1, 2019 through April 30, 2019 for the apartment located at 1223 Simpson Street. The monthly rent will be \$1,500 per month.

**For Action**

**(A19) Ordinance 19-O-19, Sale of Surplus Property Fleet Vehicles**

Staff recommends that City Council adopt Ordinance 19-O-19, 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, March 26, 2019 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**

**IV. ITEMS FOR CONSIDERATION**

**(A3)** Amazon Credit Card Activity –Ending January 26, 2019           \$    5,574.50

**For Action**

**(A4) Contract with Chicagoland Paving for Lovelace Park – Tennis Court Rehabilitation**

Staff recommends City Council authorize the City Manager to execute a contract for the Lovelace Park – Tennis Court Rehabilitation with Chicagoland Paving (225 Telser Rd., Lake Zurich, IL 60047) in the amount of \$124,000.00. This contract is part of a bid advertised by the Municipal Partnering Initiative (MPI). Funding will be provided from the CIP Fund 2019 General Obligation Bonds (Account 415.40.4119.65515 – 518006), which has a budget allocation of \$250,000, all of which is remaining.

**For Action**

**(A10) Purchase/Lease of City Vehicles**

Staff recommends City Council approval of the purchase of eight (8) vehicles for operations in the Public Works Agency and Administrative Services Department and the lease of four (4) vehicles for operations in the Administrative Services Department. The following vehicles will be purchased: two (2) 2019 Ford Pickups from Currie Motors Fleet (10125 W. Laraway, Frankfort, IL 60423) in the amount of \$81,384.00; one (1) John Deere Tractor from Buck Bros., Inc. (29626 N. Highway 12, Wauconda, IL 60084) in the amount of \$47,703.03; two (2) Vermeer Chippers from Vermeer-Illinois, Inc. (2801 Beverly Drive, Aurora, IL 60504) in the amount of \$154,480.00; one (1) Falcon Asphalt Recycler/Hot Box from Midwest Paving Equipment, Inc. (575 DuPage Blvd., Suite 2387, Glen Ellyn, IL 60137) in the amount of \$40,473.00; one (1) Hamm Roller from Roland Machinery Co. (816 N. Dirksen Parkway, Springfield, IL 62702) in the amount of \$69,280.00; and one (1) 2019 Ford Transit Connect Van from Kunes Country Ford of Antioch (104 Route 173 W. Antioch, IL 60002) in the amount of \$21,707.00. The following vehicles will be leased to own: four (4) 2019 Nissan Rogue SUVs from Nissan Autobarn of Evanston (1012 Chicago Ave, Evanston, IL 60202) in the amount of \$107,091.36 (to be spread out over 3 years). Funding will be from the Equipment Replacement Funds (Account 601.19.7780.65550 and Account 601.19.7780.62402) and the Parking Fund (Account 505.19.7005.65070). Further details can be found on the corresponding transmittal memorandum.

**For Action**

**(A11) Service Provider Agreement with YWCA Evanston/North Shore**

Staff recommends City Council authorize the City Manager to sign a six-month Service Provider Agreement with the YWCA Evanston/North Shore (1215 Church Street, Evanston, IL), which will cost \$75,000. The service agreement will supplement current victim services with training for law enforcement, 24 hour crisis intervention, and set aside 2 beds for a victim of Domestic violence. Funds will be provided from the Health and Human Services–Service Agreements Fund (Account 100.24.2445.62509), with a YTD budget and balance of \$75,000. The City Council previously approved to fund two current fulltime victim advocate positions for six months, and eliminates one vacant victim advocate position.

**For Action**

**(A18) Resolution 18-R-19, Loan Agreement with Police Chief, Demitrous Cook**

Staff recommends City Council adoption of Resolution 18-R-19 approving a loan to Police Chief, Demitrous Cook. Funding will be from the General Fund (Account 100.12230). As this is a loan, the expense is being booked to a receivable account and the money will be repaid into the same account upon his departure.

**For Action**

**V. ITEMS FOR DISCUSSION**

**VI. COMMUNICATIONS**

**VII. ADJOURNMENT**