



ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, October 14, 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 BRAITHWAITE
 - II. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 23, 2019
 - III. PUBLIC COMMENT
 - IV. CONSENT CALENDAR
All matters listed under the Item IV (4), 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.
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|------|------------------------------------------------------------|-----------------|
| (A1) | Payroll – September 2, 2019 through September 15, 2019 | \$ 2,766,427.14 |
| | Payroll – September 16, 2019 through September 29, 2019 | \$ 2,768,963.58 |
| | <u>For Action</u> | |
| (A2) | Bills List – October 15, 2019 | \$9,013,418.56 |
| | Credit Card Transactions for Period Ending August 26, 2019 | \$ 191,132.89 |
| | <u>For Action</u> | |

(A5) Contract Award with Fambro Management, LLC for the City of Evanston Chess Camps at the Chandler-Newberger Community Center

Staff recommends City Council authorize the City Manager to execute an agreement with Fambro Management, LLC dba Chess Scholars and Afternoon Enrichment Solutions (1292 Barclay Blvd., Buffalo Grove, IL 60089) for the City of Evanston Chess Camps run by Chandler-Newberger Community Center. The contract is for three (3) years with a mutual option to renew for two (2) additional one (1) year options. The contract period will run from January 6, 2020 through December 31, 2022. Revenue from program registrations are deposited into General Fund Chandler Account 100.30.3035.53565 and instruction expenses are paid from 100.30.3035.62505. Compensation for the vendor is not to exceed \$350.00 per week/per child. In 2018 and 2019 revenues collected totaled \$56,008.77. The City's share of net revenue came to \$16,802.63. The vendor and City have the mutual option to agree on a new minimum fee per class each fiscal year. Vendor compensation will remain the same through the term of the entire contract.

For Action

(A6) Approval of Special Event: Vintage Garage Chicago – Evanston Edition

Staff recommends approval of the event application from Vintage Promotions LLC for use of the 5th floor level of the Maple Avenue Self-Parking Garage on Sunday, May 17, July 19, and September 13, 2020, from 10 a.m. to 5 p.m., to host a Vintage Garage Sale, 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. The license agreement fee for their use of the Maple Avenue Garage is \$1,500 per event, for a total fee of \$4,500 which will be deposited into the Maple Parking Garage Business Unit (Account 505.19.7037.53510).

For Action

(A7) Approval of the Purchase of a Replacement Asphalt Truck from Currie Motors Fleet for the Public Services Bureau

Staff recommends City Council approval for the purchase of a 2019 Ford F-450 Chassis 4x4 SD Super Cab with a service body from Currie Motors Fleet (10125 W. Laraway, Frankfort, IL 60423) in the amount of \$96,864 for Public Services Bureau of the Public Works Agency. The vehicle is being purchased through the Suburban Purchasing Cooperative. Funding for the purchase of this vehicle will be from the FY 2020 Equipment Replacement Fund (Account 601.19.7780.65550).

For Action

(A9) Approval of a Sole-Source Purchase of Dell Server, Storage and Virtualization Software for the Robert Crown Community Center, Ice Complex and Library

Staff recommends that City Council authorize the City Manager to execute an order with Dell Computer Corp. (P.O. Box 802816, C/O Dell USA L.P., Chicago, IL 60680-2816) for the purchase of a host server, solid-state storage, and virtualization software as part of the Robert Crown Community Center, Library and Ice Complex project. The total cost of this one-time expense is \$54,895.29. This is a sole source purchase and is spread across three quotes. Funding for this purchase will be from the Crown Construction Fund (Account 416.40.4160.65555 - 616017).

For Action

(A10) Approval of a Sole-Source Purchase of Computer Hardware from Dell Computer Corp. for the Robert Crown Community Center, Ice Complex and Library

Staff recommends that City Council authorize the City Manager to execute an order with Dell Computer Corp. (P.O. Box 802816, C/O Dell USA L.P., Chicago, IL 60680-2816) for the purchase of Dell Desktop Personal Computers and Zero Clients for Virtual Desktop Infrastructure as part of the Robert Crown Community Center, Library and Ice Arena project. The total cost of this one-time expense is \$20,232.82. This is a sole- source purchase spread across three quotes. Funding for this purchase will be from the Crown Construction Fund (Account 416.40.4160.65555 - 616017).

For Action

(A11) Approval of the Purchase of Cisco Network Infrastructure Appliances, Licensing, and Support for the Robert Crown Community Center, Ice Complex and Library

Staff recommends that City Council authorize the City Manager to execute an order with Heartland Business Systems (5400 Patton Drive Unit B, Lisle, IL 60532) for the purchase of Cisco Network Infrastructure Appliances, Licensing and Support Agreements as part of the Robert Crown Community Center project. The total cost of this one-time expense is \$92,565.27. Funding for this purchase will be from the Crown Construction Fund (Account 416.40.4160.65555 - 616017).

For Action

(A12) Approval of the Purchase of Trees from Suburban Tree Consortium for Fall Planting

Staff recommends that City Council authorize the City Manager to execute a contract award for the purchase of 169 trees from Suburban Tree Consortium (STC) in the amount of \$33,420.20. Most of the trees will be planted by Forestry employees, and some will be planted as part of the tree planting contract with Herrera Landscape and Snow Removal approved by City Council on April 22, 2019. Funding for this purchase is provided in the corresponding transmittal memorandum.

For Action

(A13) Contract Award with Kimley-Horn & Associates to Provide Phase I Engineering Services for the Green Bay Road Corridor Improvement Project

Staff recommends that City Council authorize the City Manager to execute a contract to provide Phase I Engineering Services for the Green Bay Road Corridor Improvement Project with Kimley-Horn & Associates (1001 Warrenville Road, Suite 350, Lisle, IL 60532) in the amount of \$327,671. This project will be funded from the City's Capital Improvement Program (CIP) 2019 General Obligation Bonds (Account No. 415.40.4119.62145 - 419025). This project was not originally budgeted in FY 2019, but funding is available from the delay in the Central Street Bridge project.

For Action

(A15) Contract Award with Forward Space for the Purchase of Furniture, Fixtures and Equipment for the Robert Crown Community Center Ice Complex and Library

Staff recommends City Council approval of miscellaneous fixtures and equipment purchases for the Robert Crown Community Center, Ice Complex and Library from Forward Space (1142 N. North Branch Street, Chicago, IL 60642) in the amount of \$193,117.17. Funding for this purchase will be provided from the Crown Construction Fund (Account 416.40.4160.65515 – 616017). The current Furniture, Fixtures and Equipment (FFE) budget for this project is \$910,000 of which \$448,527.31 has been committed.

For Action

(A16) Change Order No. 1 with Bulley & Andrews for the Construction Manager Services at the Robert Crown Community Center Ice Complex and Library

Staff recommends that City Council authorize the City Manager to approve Change Order No.1 for construction management services for the Robert Crown Community Center, Ice Complex and Library with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, IL, 60622). This change order will not result in an increase or decrease to the existing contract price. This change order increases the contract time to complete the building portion of the project by 32 calendar days for the ice rinks and 53 calendar days for the lobby, library, and gymnasium. Funding for this project is provided from the Robert Crown Construction Fund (Account 416.40.4160.65515 – 616017).

For Action

(A18) Change Order No. 1 with Schroeder and Schroeder, Inc for the 2019 Alley Improvements Contract B and 2019 CDBG Park Improvements Project

Staff recommends City Council authorize the City Manager to execute Change Order No. 1 to the Contract for the 2019 Alley Improvements Contract B and 2019 CDBG Park Improvements (Bid No. 19-37) with Schroeder and Schroeder Inc. (7306 Central Park, Skokie, IL 60076) in the amount of \$41,800. Funding will be provided from the Capital Improvement Fund 2019 General Obligation Bonds (Account No. 415.40.4119.65515 – 519009) from the Parks Contingency account, which has an FY2019 budget of \$75,000 with \$62,915 remaining.

For Action

(A19) Resolution 51-R-19, Authorizing the City Manager to Execute an Intergovernmental Agreement with the Evanston/Skokie School District No. 65 to Cost Share for a Broadcast Operations Specialist to Broadcast Meetings for Both Public Bodies

Staff recommends City Council adoption of Resolution 51-R-19, “Authorizing the City Manager to Execute an Intergovernmental Agreement with the Evanston/Skokie School District No. 65 to Cost Share for a Broadcast Operations Specialist to Broadcast Meetings for Both Public Bodies”. This intergovernmental agreement outlines compensation to the City for services provided by the City’s Broadcast Operations Specialist to District 65. It also provides a framework for duties undertaken by this employee to support broadcasting of the District 65 Board meetings.

For Action

(A20) Resolution 95-R-19, Authorizing the City Manager to Enter into a Twelve Month Lease Agreement for the Apartment Located at 1223 Simpson Street

Staff recommends City Council adoption of Resolution 95-R-19, authorizing the City Manager to execute a lease between the City of Evanston and Michael Velasquez and Yaridssa Cruz and their three minor children for 12 months beginning November 1, 2019 through October 30, 2020 for the apartment located at 1223 Simpson Street.

For Action

(A21) Ordinance 100-O-19, Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Water Pollution Control Loan Program

Staff recommends approval of Ordinance 100-O-19 authorizing the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Water Pollution Control Loan Program for the construction of the Large Diameter Sewer Rehabilitation - Greenleaf. This ordinance authorizes the City to borrow up to \$1,700,000. The debt service will be paid from the Sewer Fund. A copy of the long-term sewer fund analysis is attached that includes this loan and the debt service for repayment.

For Introduction

(A22) Ordinance 112-O-19, Amending Title 10, Chapter 11, Section 12, Schedule XII(B) "Parking Zones" Adding Paid Parking to Greenwood Street between Chicago Avenue and Sherman Avenue

Staff and Transportation & Parking Committee recommend City Council adopt Ordinance 112-O-19, amending City Code Section 10-11-12 XII(B) "Parking Zones", which will convert Greenwood Street from Chicago Avenue to Sherman Avenue to a paid parking zone.

For Introduction

(A23) Ordinance 113-O-19, Amending Title 10, Chapter 11, Section 12, Schedule XII(B) "Parking Zones"

Staff and the Transportation and Parking Committee recommend, pursuant to the request of Alde27rmen Wynne, City Council adoption of Ordinance 113-O-19 amending City Code Section 10-11-12 XII(B) "Parking Zones" adding paid parking South Boulevard from Chicago Avenue east to the driveway of 516 South Boulevard (approximately 4-5 spaces).

For Introduction

(A24) Ordinance 116-O-19, Amending Title 10, Chapter 11, Section 12, Schedule XII(A) "Parking Zones" Adding Paid Parking to Sherman Avenue

Staff and Transportation & Parking Committee recommend City Council adoption of Ordinance 116-O-19, amending City Code Section 10-11-12 XII(A) "Parking Zones" to add paid parking on Sherman Avenue from the alley north of Main Street to the alley south of Washington Street.

For Introduction

(A26) Ordinance 130-O-19, Increasing the Number of Class D Liquor Licenses for Kokomo Cuisine Inc, d/b/a Kokomo, 1639 Orrington Avenue

The Local Liquor Commissioner recommends City Council adoption of Ordinance 130-O-19, amending Class D Liquor License from fifty-five (55) to fifty-six (56) for Kokomo Cuisine Inc, d/b/a Kokomo, 1639 Orrington Avenue, Evanston, IL 60201.

For Introduction

(A27) Ordinance 131-O-19, Increasing the Number of Class D Liquor Licenses for Zipaktli LLC d/b/a Zentli, 1813 Dempster Avenue

The Local Liquor Commissioner recommends City Council adoption of Ordinance 130-O-19, amending Class D Liquor License from fifty-six (56) to fifty-seven (57) for Zipaktli, LLC d/b/a Zentli, 1813 Dempster Avenue, Evanston, IL 60201.

For Introduction

(A28) Ordinance 132-O-19, Increasing the Number of Class D Liquor Licenses for Geil Lessee LLC d/b/a Hearth Restaurant, 1625 Hinman Avenue

The Local Liquor Commissioner recommends City Council adoption of Ordinance 130-O-19, amending Class D Liquor License from fifty-seven (57) to fifty-eight (58) for Hearth Restaurant, 1625 Hinman Avenue, Evanston, IL 60201.

For Introduction

(A29) Ordinance 133-O-19, Increasing the Number of Class D Liquor Licenses for Sea Ranch Inc, d/b/a Sea Ranch Sushi Evanston, 518 Dempster Avenue

The Local Liquor Commissioner recommends City Council adoption of Ordinance 130-O-19, amending Class D Liquor License from fifty-eight (58) to fifty-nine (59) for Sea Ranch Inc, d/b/a Sea Ranch Sushi Evanston, 518 Dempster Avenue, Evanston, IL 60202.

For Introduction

(A31) Ordinance 96-O-19, Amending City Code Section 4-2-2 to Update Gender Neutral Restroom Requirements

Staff recommends City Council adoption of Ordinance 96-O-19, amending City Code Section 4-2-2 to update Gender Neutral Restroom Requirements to reflect recent updates to State law.

For Introduction

V. ITEMS FOR CONSIDERATION

(A3) Amazon Credit Card Activity – Period Ending August 26, 2019 \$2,885.63

For Action

(A4) Single Audit Report for the Fiscal Year Ending December 31, 2018

Staff recommends City Council review and place on file the Single Audit report for the fiscal year ending December 31, 2018.

For Action: Accept and Place on File

(A8) Approval of a Contract with Standard Equipment Company for Emergency Repairs to Vactor Truck #954

Staff recommends City Council approve payment in the amount of \$21,949.15 to Standard Equipment Company (635 W. Lake Street, Elmhurst, IL 60126) for emergency repairs previously performed on Vactor Truck #954. Vactor #954 is used by the Public Service Bureau of the Public Works Agency, specifically for sewer purposes, and is critical to continue necessary operations throughout the City. Funding will be from the Materials to Maintain Autos - Fleet Fund (Account 600.19.7710.65060) with a budget of \$1,050,000, and a YTD balance of \$190,061.64.

For Action

(A14) Contract Award with Raths, Raths & Johnson, Inc. for the Fleetwood-Jourdain Gym Floor Investigation Project

Staff recommends City Council authorize the City Manager to execute a single-source contract for consulting services for the Fleetwood-Jourdain gym floor investigation with Raths, Raths, & Johnson, Inc. (500 Joliet Road, Suite 200, Willowbrook, Illinois 60527) in the amount of \$26,600. Funding is available from the 2019 General Obligation Bonds, Facilities Contingency (Account 415.40.4119.62145 – 619024), which has an FY 2019 budget of \$384,000 with a remaining balance of \$89,396.

For Action

(A17) Change Order No. 1 with Bodala, LLC dba Central Rug and Carpet for the Contract for the Fleetwood-Jourdain Interior Renovation

Staff recommends the City Council authorize the City Manager to execute Change Order No. 1 to the contract for the Fleetwood-Jourdain Interior Renovation (RFP 19-13) with Bodala, LLC dba Central Rug and Carpet (3006 Central Street, Evanston, Illinois) in the amount of \$52,349. This will increase the overall contract amount from \$599,000 to \$651,349. There is no time extension associated with this change order. Funding will be provided from the Capital Improvement Fund 2019 General Obligation Bonds (415.40.4119.65515 – 618008). This change order will exceed the project budget, but funding is available from savings in the execution of the Lovelace Tennis Court Rehabilitation, which had an FY 2019 budget of \$250,000 and has \$126,000 remaining.

For Action

(A25) Ordinance 128-O-19, Amending Title 10, Chapter 4, Section 5, Schedule 2 “Parking in Predominantly Residential Areas”

Staff and the Transportation & Parking Committee, pursuant to the request of Aldermen and small business owners, recommend City Council adoption of Ordinance 128-O-19, amending City Code Section 10-4-5-2 “Parking in Predominantly Residential Areas” to allow for a businesses in the Main-Dempster Mile Business District to receive a Small Business Parking Permit. The permit would allow for the licensee of a small business to park one vehicle in a Residential Parking District EVS(E-1), C or F at the rate of \$50 per month. Staff will evaluate the permit in six months to determine next steps.

For Introduction

(A30) Ordinance 92-O-19, Amending Portions of City Code Title 10, to Permit E-Bikes and Implement Requirements for Bike Share Companies Operating in Evanston

The Transportation & Parking Committee and staff recommend adoption of Ordinance 92-O-19, amending portions of City Code Title 10, to permit low speed electric bicycles (e-bikes). Concurrently staff recommends further amending portions of City Code Title 10 to implement requirements for bike share companies operating bicycles, including e-bikes, in Evanston.

For Introduction

(A32) Ordinance 120-O-19, Amending Portions of the City Code to Correct Hotel, Motel, Bed and Breakfast Establishment Tax Due Dates and Late Fees Assessed

Staff recommends adoption of Ordinance 120-O-19, amending portions of the City Code to correct hotel, motel, bed and breakfast establishment tax due dates and late fees assessed to be monthly on the 20th of the subsequent month in which the taxable activity occurred, and a standard 10% late fee per month. This will standardize this tax collection with all other home rule taxes. *Staff requests suspension of the rules for Introduction and Action by City Council on October 14, 2019.*

For Introduction and Action

VI. ITEMS FOR DISCUSSION

(APW1) Crossing Guard Policy Discussion

Per Ald. Fleming’s request, staff seeks direction from the Administration & Public Works Committee regarding the City of Evanston’s agreements to provide crossing guards near Evanston schools.

For Discussion

VI. COMMUNICATIONS

VII. ADJOURNMENT