



**AGENDA**

**Administration & Public Works Committee**

**Monday, November 11, 2019**

**Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800**

**6:00 PM**

**(I) CALL TO ORDER/DECLARATION OF A QUORUM: ALDERMAN  
BRAITHWAITE**

**(II) APPROVAL OF MINUTES OF REGULAR MEETING MINUTES OF  
OCTOBER 28, 2019**

**AM1. Minutes from the October 28, 2019 Administration & Public Works  
Committee Meeting**

[Administration & Public Works Committee - Oct 28 2019 - Draft Minutes](#)

**(III) PUBLIC COMMENT**

**(IV) CONSENT CALENDAR**

**A1. Approval of the City of Evanston Payroll and Bills**

Staff recommends approval of the City of Evanston Payroll for the period of October 14, 2019 through October 27, 2019 in the amount of \$2,834,639.74, Bills List for November 12, 2019 in the amount of \$3,014,798.95 and credit card activity for the period ending September 26, 2019 in the amount of \$175,489.92.

**For Action**

[Approval of the City of Evanston Payroll and Bills](#)

**A3. Approval of 2019-2020 Snow Towing Operation Contracts**

Staff recommends that City Council authorize the Interim City Manager to execute contract(s) for Snow Towing Services in an amount not to exceed \$60,000. Funding for snow towing contractors is provided by the Snow and Ice Control General Fund Account (100.40.4550.62451). A list of various towing companies is attached.

**For Action**

[Approval of 2019-2020 Snow Towing Operation Contracts](#)

**A4. Approval of the 2019 Holiday Parking Program**

Staff recommends City Council approval of a Holiday Parking Validation program for paid parking sessions on the ParkEvanston app beginning November 30, 2019 through January 4, 2020.

**For Action**

[Approval of the 2019 Holiday Parking Program](#)

**A5. Sole-Source Purchase of Dell Video Archive Storage Array Expansion Chassis for the Robert Crown Community Center, Library and Ice Complex**

Staff recommends that City Council authorize the Interim City Manager to purchase of a Compellent SC400 expansion storage chassis as part of the Robert Crown Community Center, Library and Ice Complex project from Dell Computer Corp. (P.O. Box 802816, C/O Dell USA L.P., Chicago, IL 60680-2816) in the amount of \$39,600.13. This is a sole-source purchase. The storage chassis will be used in connection with the IP Security cameras/videos at the new Center. Funding for this purchase will be from the Crown Construction Fund (Account 416.40.4160.65555 - 616017).

**For Action**

[Sole-Source Purchase of Dell Video Archive Storage Array Expansion Chassis for the Robert Crown Community Center, Library and Ice Complex](#)

**A6. Pre-Qualification of Contractors for Cured-In-Place (CIPP) Rehabilitation of Sewer Mains (RFQ 19-51)**

Staff recommends that City Council approve the following contractors as pre-qualified to perform Cured-In-Place Pipe (CIPP) rehabilitation in the City's sewer system for a three-year period (2020, 2021 and 2022); Benchmark Construction Co., Inc. (2260 Southwind Boulevard, Bartlett, IL), Granite Inliner, LLC (2215 Sanders Road, Suite 400, Northbrook, IL), Hoerr Construction, Inc. (1416 County Road 200N, PO Box 65, Goodfield, IL), Insituform Technologies, USA, Inc. (17988 Edison Ave., Chesterfield, MO), SAK Construction, LLC. (864 Hoff Rd., O'Fallon MO), and Visu-Sewer, Inc. (W230 N4855 Betker Drive, Pewaukee, WI). No funding is required at this time. Bids for specific CIPP sewer rehabilitation contracts will only be opened from the list of pre-qualified contractors. When these projects are awarded, they will be funded from the Sewer Fund (Account 515.40.4535.62461).

**For Action**

[Pre-Qualification of Contractors for Cured-In-Place \(CIPP\) Rehabilitation of Sewer Mains \(RFQ 19-51\)](#)

**A7. Sole-Source Contract with DualTemp Clauger for Ice Refrigeration Maintenance Services at the Robert Crown Community Center, Ice Complex and Library**

Staff recommends that City Council authorize the City Manager to execute a sole-source contract with DualTemp Clauger (4301 South Packers Avenue, Chicago, IL 60609) to provide ice refrigeration maintenance services for the Robert Crown Community Center Ice Complex and Library in the amount of \$44,223.36. This contract will be for one year. Funding for the purchase will be from the Crown Construction Fund (Account 416.40.4150.65515 - 616017).

**For Action**

[Robert Crown Community Center, Ice Complex and Library Ice Refrigeration Maintenance Services Contract](#)

**A8. Sole-Source Contract with Forward Space for the Miscellaneous Fixtures and Equipment, Purchase B at the Robert Crown Community Center, Ice Complex and Library**

Staff recommends that City Council authorize the City Manager to execute a sole-source contract with Forward Space (1142 N. North Branch Street, Chicago, Illinois 60642) to provide Miscellaneous Fixtures and Equipment, Purchase B for the Robert Crown Community Center, Ice Complex and Library in the amount of \$93,496.22. 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 \$641,644.48 has been committed.

**For Action**

[Robert Crown Community Center, Ice Complex and Library Miscellaneous Fixtures and Equipment, Purchase B](#)

**A9. Change Order No. 2 for 2019 Structure Lining (Bid No. 19-15)**

Staff recommends that City Council authorize the City Manager to execute Change Order No. 2 for the 2019 Structure Lining (Bid No. 19-15) with Midas Midwest, LLC d/b/a Culy Contracting (5 Industrial Park Drive, P.O. Box 29, Winchester, IN 47394) for a 60 day contract extension. There is no change to the contract amount associated with this change order. Funding for this project is provided by the Sewer Fund (Account 515.40.4535.62461-419005) which has an approved FY 2019 budget of \$165,000 for this work.

**For Action**

[Change Order No. 2 for 2019 Structure Lining \(Bid No. 19-15\)](#)

**A10. Change Order No. 2 to the Contract With Bodala LLC dba Central Rug and Carpet for the Fleetwood-Jourdain Interiors Renovation (RFP 19-13)**

Staff recommends the City Council authorize the City Manager to execute Change Order No. 2 to the contract for the Fleetwood-Jourdain Interior Renovation (RFP 19-13) with Bodala, LLC dba Central Rug and Carpet (3006 Central Street, Evanston, IL) in the amount of \$13,224. This will increase the current overall contract amount from \$651,349 to \$664,573. 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 other projects awarded in 2019.

**For Action**

[Change Order to Contract for Fleetwood-Jourdain Interiors Renovation \(RFP 19-13\)](#)

**A11. Resolution 86-R-19, Approving Outside Counsel Litigation Procedures and Billing Guidelines**

Staff recommends that the City Council adoption of Resolution 86-R-19, to approve Outside Counsel Litigation Procedures and Billing Guidelines.

**For Action**

[Resolution 86-R-19, Approving Outside Counsel Litigation Procedures and Billing Guidelines](#)

**A12. Resolution 120-R-19, Referendum for Nonpartisan Elections**

Staff recommends City Council adoption of Resolution 120-R-19, which will add a referendum question on whether the City should hold partisan or nonpartisan elections to the ballot of the March 17, 2020 election.

**For Action**

[Resolution 120-R-19, Referendum for Nonpartisan Elections](#)

**A13. Resolution 121-R-19, Authorizing the City Manager to Execute an Agreement with Motivate International, Inc. for the Divvy Bicycle Program**

Staff recommends the City Council adoption of Resolution 121-R-19, Authorizing the City Manager to execute an agreement with Motivate International, Inc., for a period of 5 years to expand the Evanston Divvy Bikeshare Program ("Divvy Program") and to remove the financial cost to the City. Staff anticipates the budgeted amount for Divvy expenses will be cost neutral for the length of the contract.

**For Action**

[Resolution 121-R-19, Authorizing the City Manager to Execute an Agreement with Motivate International, Inc.](#)

**A14. Resolution 123-R-19, Authorizing the Interim City Manager to Execute a Lease Agreement with Illinois State Representative, Robyn Gabel, for Office Space in the Civic Center**

Staff recommends City Council adoption of Resolution 123-R-19, authorizing the City Manager to execute a lease agreement with Robyn Gabel, Illinois State Representative for the 18th District, for office space in the Civic Center. The lease will be for a one year term (December 1, 2019 to November 30, 2020) at a rental rate of \$5,335/per year (\$444.58/per month).

**For Action**

[Resolution 123-R-19, Authorizing the Interim City Manager to Execute a Lease Agreement with Illinois State Representative, Robyn Gabel](#)

**A15. Ordinance 117-O-19, Approving First Amendment to Tax Increment Redevelopment Plan and Project for the Howard and Ridge Redevelopment Project Area**

Staff recommends City Council adoption of Ordinance 117-O-19, approving First Amendment to Tax Increment Redevelopment Plan and Project for the Howard and Ridge Redevelopment Project Area.

**For Introduction**

[Ordinance 117-O-19, Approving First Amendment to Tax Increment Redevelopment Plan and Project for the Howard and Ridge Redevelopment Project Area](#)

**A16. Ordinance 118-O-19, Designating the First Amended Howard and Ridge Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act**

Staff recommends City Council adoption of Ordinance 118-O-19, designating the First Amended Howard and Ridge Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act.

**For Introduction**

[Ordinance 118-O-19, First Amended Howard and Ridge Redevelopment Project Area](#)

**A17. Ordinance 119-O-19, Adopting Tax Increment Allocation Financing for the First Amended Howard and Ridge Redevelopment Project Area**

Staff recommends City Council adoption of Ordinance 119-O-19, adopting Tax Increment Allocation Financing for the First Amended Howard and Ridge Redevelopment Project Area.

**For Introduction**

[Ordinance 119-O-19, Adopting Tax Increment Allocation Financing for the First Amended Howard and Ridge Redevelopment Project Area](#)

**A18. Ordinance 142-O-19, Amending City Code Section 7-12-17, City Waterworks System "Charges, Rates, Fees and Penalties"**

Staff recommends City Council adoption of Ordinance 142-O-19, amending City Code Section 7-12-17 "Charges, Rates, Fees and Penalties," increasing the water meter charges and water rates by 5.4%. This increase has a corresponding decrease to the sewer rate and is cost-neutral to Evanston residents.

**For Introduction**

[Ordinance 142-O-19, Increasing Meter Charges and Water Rates](#)

**A19. Ordinance 143-O-19, Amending City Code Section 7-13-3 to Decrease Sewer User Rates**

Staff recommends City Council adoption of Ordinance 143-O-19, amending City Code Section 7-13-3 to reduce the sewer user rate by 4.46%, from \$3.39 to \$3.24 per billing unit (100 cubic feet of water consumed).

**For Introduction**

[Ordinance 143-O-19, Amending City Code Section 7-13-3 to Decrease Sewer User Rates](#)

**A20. Ordinance 145-O-19, Amending Various Sections of Title 10, Chapter 11 “Motor Vehicles and Traffic” Pertaining to Parking on Simpson Street**

The Transportation & Parking Committee and staff recommend City Council adoption of Ordinance 145-O-19, amending various sections of Title 10, Chapter 11 “Motor Vehicles and Traffic” pertaining to parking on Simpson Street.

**For Introduction**

[Ordinance 145-O-19, Amending Various Sections of Title 10, Chapter 11 “Motor Vehicles and Traffic” Pertaining to Parking on Simpson Street](#)

**A21. Ordinance 152-O-19, Amending Portions of the City Code Following the Enactment of the Illinois Cannabis Regulation and Tax Act to Address Possession of Recreational Marijuana and Associated Paraphernalia**

Staff recommends City Council adoption of Ordinance 152-O-19, amending portions of the City Code following the enactment of the Illinois Cannabis Regulation and Tax Act to address possession of recreational marijuana and associated paraphernalia.

**For Introduction**

[Ordinance 152-O-19, Amending Portions of the City Code Following the Enactment of the Illinois Cannabis Regulation and Tax Act](#)

**A22. Ordinance 141-O-19, Authorizing the City Manager to Execute a Lease of City-Owned Real Property Located at 633 Howard Street with 633 Outpost, LLC, doing business as “Estación”**

The Economic Development Committee recommends adoption of Ordinance 141-O-19 authorizing the City Manager to negotiate the lease of City-owned property located at 633 Howard Street. **Alderman Rainey requests suspension of the rules for introduction and action at the November 11, 2019 City Council meeting.**

**For Introduction and Action**

[Ordinance 141-O-19 Authorizing the City Manager to Execute a Lease of City-Owned Real Property Located at 633 Howard Street with 633 Outpost, LLC](#)

**(V) ITEMS FOR CONSIDERATION**

**A2. Approval of BMO Harris Amazon Credit Card Activity**

Staff recommends approval of the City of Evanston's BMO Harris Amazon Credit Card Activity for the period ending September 26, 2019 in the amount of \$4,729.44.

**For Action**

[Approval of BMO Harris Amazon Credit Card Activity](#)

**(VI) ITEMS FOR DISCUSSION**

**(VII) ITEMS FOR COMMUNICATION**

**(VIII) ADJOURNMENT**