June 10, 2020

Hon. Johanna Leonard, Chair, and Members
of the Design & Project Review Committee
c/o Gary Gerdes, Building Division Manager
City of Evanston
2100 Ridge Avenue
Evanston, IL 60201

Re: 2425 Oakton Street, Evanston, Cook County, Illinois
Response to Pre-DAPR Committee Meeting Comments

Dear Chair Leonard and DAPR Members:

Please accept this as the response to the pre-committee meeting comments from staff concerning the above-referenced project. Preliminarily, I will note that I am not ordinarily involved in these communications, but I will remain involved due to the sign matter and as a result of a combination of COVID and weather circumstances that has me handling the response at a time when two members of our team are out in the field dealing with high wind precautions. Thank you for your attention to the matter inasmuch as the owner and contractor are eager to being work.

Jhun Enerio, ROW Engineer

1. **Entrance driveway should be a radius or tapered, not straight to the curb.** The driveway will be radius or tapered. Please see drawing for relocated temporary construction entrance. With the request for a taper or radius, and due to existing signals and related poles, the entrance location shifted to the west.

2. **Install a Stop sign and Stop bar at Exit driveway before public sidewalk.** Please see plan.

3. **Need driveway dimensions at the property line and at the curb line.** Please see plan.

4. **Show on the plans the slope % of the sidewalk, and before and after the public sidewalk.** The sidewalk in place will remain until it can be removed and replace. The current permit drawings depict the planned sidewalk and elevations. Contractor is unclear on the drawing or sidewalk to which this comment applies.

5. **Need traffic control plans for construction of driveway and public sidewalk.** Please note the revised Traffic Plan (6/9/20) applies for all lane closures during construction. The merging patterns and the signalized intersection at the southeast portion of the site led to concerns for attempting to close only one lane. The same plan depicts sidewalk closures. The sidewalk closure component will remain as shown in the attached Traffic Plan. If a sidewalk closure plan is separately required, please advise as to whether the plan will be
posted so that the contractor can prepare a plan that adequately depicts the sidewalk closures over the long distance covered by the Traffic Plan (between McCormick and the signalized Home Depot entrance).

6. **Need traffic control plans for construction utilities.** Please see response to Item 5.
7. **Need to show construction fence and gate opening inward or sliding gate.** Please see plan for relocated westerly gate which opens inward.

**Gary Gerdes, Building Division Manager**

1. **Revise CMP date to reflect revision date.** Please see CMP.
2. **On cover page, a photo-simulation of the building elevation might be more appropriate than the signage.** All are in agreement, but it was determined that the building elevation should be shown with the canopies in order to ensure all structures were depicted and the joining of the sign request with the CMP supported this. If this is required prior to permit issuance, a revised cover page will be provided with a new depiction.
3. **Dumpster – placement must be within site.** Contractor agrees that the Groot dumpster will be placed within the site.
4. **Revise project schedule.** The schedule has been revised while retaining October 2020 completion.

**FD – No comments**

**Water – Tim Bartus (sent to Ingrid for plans)**

1. *I would like to see a set of utility drawings, since the work will be done in phase 2. There is a water service that runs through this property for 2435 Oakton that was damaged when COMED was installing a pole that might be an issue when the contractor is excavating for the foundation of the building.* Contractor will email utility drawings and understands the concern with the water service and ComEd.
2. *The water was stubbed out to the parkway when we installed the Lincolnwood water main, but the sewer was not. The contractor will have to connect to the sewer in the middle of Oakton, which has been partially repaved as part of the Lincolnwood water main projects restoration.* Contractor understands.

**Rajeev Dahal, Transportation**

1. *The sidewalk on the north side should only be closed when absolutely necessary with proper sidewalk closed ahead signs.* Agreed. Please see revised Traffic Plan.
2. *The contractor will need to take over the maintenance of the traffic signal during construction through a maintenance transfer agreement with the City.* Contractor understands and has noted this in the CMP.
3. **The final signal timing implementation and related work will be the responsibility of the contractor.** Contractor understands.

Scott Mangum, Zoning

1. **I have some concerns about the sidewalk closure. The contractor should specify the durations of the "limited" closures.** Please see response to Item 1 above, and note that contractor is willing to identify the start and end date of the closures when it notifies the City of the closures. A note to this effect has been added to the Traffic Plan.

2. **Also, in addition to the westernmost sidewalk closure sign a sidewalk closed ahead sign should be placed near the closest crosswalk at the intersection of McCormick and Oakton so pedestrians are aware of the closure before they reach the site where it would be unsafe to cross.** Please see Traffic Plan for two additional closure signs.

Michael Callahan, Forestry

1. **Doesn't appear that there is much in the way of trees on this site although they will still need an inventory and preservation plan. I'm okay with them just submitting it separately since there are limited trees on their property. The ones on the property line will need to be addressed as well.** Contractor appreciates the willingness to accept a separate submittal. Please note that contractor invites staff to the site or to a video call in order to observe the 3-4 trees on the perimeter of the site in order to more confidently determine the need for the plan or whether a typical tree protection cross section is acceptable for all trees on the perimeter. Contractor will provide the inventory and tree preservation plan if this concern continues.

Edgar Cano

**Traffic control and Logistics:**

1. **Any plates in driving lanes must be secured and ramped (as needed) when open to traffic.** Agreed. Please advise if this note should be added to the Traffic Plan prior to permit.

2. **Please remind them that all temporary construction and roll off dumpsters are to be provided by Groot, as per our Franchise Agreement.** Added to CMP.

**Work site communication:**

1. **How many days in advance will all public right of way closures be posted prior to their start?** Sidewalk, 48 hours advance posting, 3 business day advance notice to City. Lane reduction, 10 calendar days advance notice to City and CTA. Please note revised CMP and Traffic Plan.
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Please remind them:

1. *To keep all public ROW areas free of debris and cleaned/swept etc.* Traffic plan note retained.
2. *Of any current Covid requirements.* CMP paragraph added concerning City and State orders as well as IDPH posting.

Jessica Hyink, Transportation Coordinator

1. *Sidewalk closures should be limited as much as possible and information on sidewalk closure duration should be provided in the plan.* Agreed. Note added to Traffic Plan concerning closures only when necessary. Specifying the duration of closures can readily be accomplished prior to the closures. It is difficult to specify the duration of the closures, except to note that sign installation occurs over 1-2 days, the utility connection occurs over 1 day and driveway construction occurs over 4 days (including cleanup). The signal work will be governed by that planning, and the signal is not part of the CMP.

2. *Due to the level and speed of traffic on Oakton, sidewalk closure signs should be placed at the nearest signalized intersection. If a signal is not in operation or is being replaced, then a sidewalk closed sign should be placed at the next closest signalized intersection. The location of the sidewalk closed signs at signalized intersections should be identified in the plan.* Please see two additional sidewalk signs in Traffic Plan and the related remarks in the revised CMP.

3. *CTA should be notified of the reduced lane schedule at least one week in advance. The contractor may reach out to Katherine Branch at xxxxx@xxxxx.com.* Contractor has provided for a 10-day notice to the City and CTA prior to reducing lanes. If preferred, contractor will add Ms. Branch’s name and email to the CMP and Traffic Plan prior to permit.

I have enclosed a revised CMP with revised exhibits. We look forward to seeing you on Zoom for the Committee meeting this afternoon.

Thank you.

Yours very truly,

[Signature]

DANIEL LAW OFFICE, P.C.

Mark W. Daniel

Encls.

cc: Ald. Cicely L. Fleming (Ward 9)
    Rick Scali (Contractor)
This Construction Management Plan has been prepared by RMJ Construction, Ltd. It outlines practices and procedures during construction of the project at 2425 Oakton Street, Evanston. To the extent permit plans deviate from the below summary, the plans control.
EXHIBIT A – Construction Site Map (rev. 6/10/20)
EXHIBIT B – Crane Plan
EXHIBIT C – Street Closure Plan (rev. 6/9/20)
EXHIBIT D – Truck Routes

Traffic Control and Logistics:

The attached EXHIBIT A is Sheet C-6 from the civil engineering drawings, titled Erosion Control Plan. This exhibit reflects the site planning for the access and washout area, the portable toilet and the trailer that will be used during the majority of the construction. Deviations in the plan will be reported as necessary and in advance. The site, with the exception of the furthest portion of the southeast corner, will remain enclosed by the existing chain link fence to prevent public access into the construction site. An area used pursuant to license by the easterly neighbor will remain unenclosed in order to allow loading operations to continue except at times when work does not allow this (and the general contractor will engage the neighbor in advance of any needs for alteration of access over the apron). The construction fence has a top rail and windscreens installed as required by Evanston. A 16-plus foot wide inward swinging gate will exist along the south lot line near the west of the traffic signals, at roughly the same location as the existing curb depression west of the traffic signals (roughly 90 feet west of the loading alley for 2405 Oakton Street). This is the existing gate and no secondary access will be provided. The gate will feature a Knox box padlock for fire/emergency access if deemed necessary by staff.

Appropriate communications between the general contractor, architect and ComEd have been in progress. Authorization to relocate the overhead transmission lines has been obtained. Mylars concerning the abrogation of the existing easement and the platting of the new easement were circulating as of March 2, 2020. Staging of the relocation will occur according to ComEd’s authorization requirements which have been, or will be, reported to City staff. No interruption of ComEd service is anticipated during any further work following the relocation.

For limited periods, the sidewalk and/or certain Oakton Street vehicular lanes will be closed to allow for (a) the ComEd transmission line relocation, (b) the installation of new sanitary and storm services (combined system connection), (c) for driveway and apron construction, and (d) for traffic signal relocation. The traffic plan attached hereto is intended to
remain consistent for any remaining work related to the ComEd lines or work touching the right of way. Altering the planning for lane reductions seemed inconsistent with safety due to the various merging patterns and intersection movements near the site. Proper traffic controls and signage will be used to redirect and manage vehicular and pedestrian traffic as justified by the extent of the closure. To the extent feasible, the general contractor will endeavor to maintain two-way, four lane Oakton Street traffic at all times during the construction of the project. The general contractor will obtain all required right-of-way permits prior to commencement of any work impacting Oakton Street, including the sidewalk. The signal contractor will execute a maintenance transfer agreement with the City.

Deliveries will occur through the relocated westerly gate at all times. This is an existing depressed curb area with tapers of roughly 11 feet (west) and 7.5 feet (east). If necessary, the contractor will alter the radius and tapers in the field, but the existing width seems sufficient with the existing radius and taper configuration. Vehicles will be directed not to stage on Oakton Street or on neighboring properties or streets unless the general contractor obtains prior permission. Field personnel will be available on site during the most material deliveries in case flaggers are required for safety and maneuvering purposes.

One (1) thirty (30)-yard Groot waste container will be utilized to manage construction refuse.

Protection for Pedestrians:

The public sidewalk and parkway located on the north side of Oakton Street in front of the construction site will be closed for the length of the span in front of the site and extending 10-15 feet in each direction during portions of the construction involving: (a) the ComEd transmission line relocation; (b) the installation of the freestanding sign; (c) the necessary disconnection and reconnection work involving utilities; (d) work relating to traffic signals; and (e) driveway construction. The sidewalk closures will not involve the rerouting of pedestrians along the north side of Oakton Street into the Oakton Street right of way due to the limited pedestrian activity in the area. Signs will be posted at corners with marked crosswalks so that pedestrians are aware of the closure and can cross to the south side of Oakton Street. (There is no available street parking to allow for diversion of pedestrians and the preservation of two-directional, four lane traffic requires avoidance of closures of a lane for such infrequent pedestrian use of the sidewalk.) Due to the distance of nearby lights, four pedestrian warnings will be posted as shown in the attached Traffic Plan—two adjacent to the site, one on the northeast corner of Oakton and McCormick and one at the northwest corner of the signalized Home Depot entrance.

During construction, there will be alterations and temporary backfilling to the sidewalk. Poles or horses will be posted with flashing lights and reflectors at each point where the sidewalk is in such a temporary condition. Temporary sheets of wood, anchored appropriately at each side, will be installed to comply with ADA guidelines. Notably, the pedestrian path is at least 35 feet from any construction involving a structure within the project. The sole exception ties to work relating to the freestanding sign, the ComEd transmission line relocation and traffic control devices.
The project will comply with the pedestrian protection mandates in Title 4, Chapter 2 of the City’s Building Code. Upon review of Table 3306.1, and after reviewing the distance from the pedestrian path to any structure, no barrier is required for pedestrian protection. The proposed 8-foot construction fence will provide all necessary protection. All temporary facilities such as fencing, barricades, and site infrastructure will be removed near or upon project completion.

**Demolition:**

The building on the site has been demolished. A portion of the former building’s foundation wall exists along the west wall of the north building at 2405 Oakton Street. During construction, this remaining portion of the foundation wall will be evaluated for preservation and field adjustments in order to avoid disturbance to the north building at 2405 Oakton. During construction, the existing sidewalk adjacent to the site will be removed and replaced. The removal and replacement of the sidewalk will occur from the south lot line area.

**Construction:**

The construction timeline has five phases. Between *June/July 2020 and October 2020*, there is a high likelihood that two or more phases will overlap as a result of the project size. During all phases, close attention will be paid to areas for which permeable pavers are planned because their construction and installation require excavation, construction, backfilling, excavation and paver installation.

The first phase will consist of silt fence installation, basic site civil engineering (cleanout area, inlet protection and preparation of fuel and pollutant storage areas), site grading, utility services and storm drainage. New sewer (combined) and water services will be installed during the Phase 1 mobilization. Traffic control measures for the disconnection of the existing services and installation of the new services are shown in EXHIBIT C. Underground utilities work will occur in the northern two lanes of Oakton Street to the extent necessary. Phase 1 will include the relocation of the ComEd transmission lines. The sewer main connection will be coordinated with the City, MWRD and the Oakton Street contractor.

The second phase (occurring during Phase 1 or immediately upon the conclusion of Phase 1) will include excavation for building, foundation construction and concrete slab pours. Underground utility work (interior and exterior) will occur during Phase 2. Phase 2 will also include excavations for permeable paver areas. Whether Phase 2 will include the relocation of any traffic control devices depends on the status of the Oakton Street project. *The relocation of traffic signals is a distinct matter handled with the City (not part of this CMP), but the contractor will adjust matters explained herein to adapt them to the City’s directives in relation to relocation of the traffic signals.*

The third phase will overlap with Phase 2 and will include the vertical construction of the building shell, including walls, windows, doors, and masonry. EXHIBIT B illustrates the crane location in relation to the location of the truck from which it receives precast materials for the roof. A crane will be necessary for one day of work.
The fourth phase will involve the installation of exterior equipment (pay machines and vacuums), interior build-out of the car wash building, installation of canopies, tunnel equipment installation, completion of lighting work and landscaping. Landscaping enhancements to the City right-of-way will be done during this phase. Some Phase 4 work could overlap with Phase 3 efforts. The site perimeter fence will remain in place until completion of the fourth phase, at a minimum, and longer if safety and security remain a concern.

The final phase will involve sign installation. Signs other than the freestanding sign may be installed during Phase 4, but the freestanding sign would be the last improvement subject to any work remaining on punch lists. H.M. Witt & Company Signs will work in conjunction with general contractor to ensure a safe and smooth install without affecting pedestrian or auto traffic along Oakton Street. Attention will be focused on pedestrian safety at any time when construction occurs near the sidewalk. H.M. Witt’s union installers have installed thousands of signs all over the country and H.M. Witt backs its work with a strong safety record. Once the site is properly prepared for installation, sign installation typically requires a full day (often during regular business hours).

The general staging area for the project will be on the southeast end of the property east of the access gate from Oakton Street. There will be an on-site trailer or site office situated in the southeast portion of the site.

**Project Schedule:**

- **Phase 1:** June/July 2020
- **Phase 2:** July/August 2020
- **Phase 3:** July/August 2020
- **Phase 4:** August 2020
- **Phase 5:** August/September 2020
- **Completion:** August 2020

**Construction Work Hours:**

- Monday-Friday: 7:00 AM to 7:00 PM
- Saturday: 8:00 AM to 5:00 PM
- Sunday: None unless special permission obtained from the City

**Contractor Parking:**

Contractors will be directed not to park on residential city streets. Any contractors or construction personnel who park on residential city streets will be directed to relocate their vehicles to an approved location.

Contractors and construction personnel will be directed to park on site or in one of the parking lots nearby provided that the general contractor and owner of that lot have reached a prior agreement. Parking restrictions will be communicated weekly to all on-site personnel. The
construction site can host necessary vehicles during excavation and utility work. A large area will be available for parking during all site work (situated in the northeast portions of the site). All contractors and trades will be allowed to park on-site. The site can accommodate 25 parking stalls for passenger and service vehicles as well as 3-4 larger trucks.

**Delivery Routes and Staging:**

Traffic entering the site will only use the approved truck routes to access Oakton Street and the site while keeping in mind any regulatory height restrictions as noted in EXHIBIT D. Traffic exiting the site will only exit onto Oakton Street, turning west in all but the most limited circumstances, to reach follow approved truck routes (see EXHIBIT D). All deliveries will be aware of the 8,000 lb. weight limit on area streets east of the site. Staging of trucks on local streets will not be permitted.

Any exceptions to the foregoing will be addressed with and approved by City staff in advance. Any contractor or subcontractor whose personnel do not adhere to the foregoing terms will be required to utilize other drivers for their subsequent deliveries.

**Verification of Existing Conditions:**

In light of surrounding activities, land uses and structural improvements, a vibration monitoring system should not be required. Off-site buildings are sufficiently removed from excavation and foundation work. No piles or deep bores are being utilized. Background vibration is likely greater than that which will be caused by the very limited grading work for the detention and for the excavation for the car wash building and vacuum and stacking areas.

Prior to commencement of construction activities, detailed photos and video of the building façade at 2405 Oakton Avenue (the only building of any concern due to its proximity to the site) will be performed to document the existing conditions at the following properties. A mark will be placed on the 2405 Oakton Street foundation wall prior to any major ground disturbance to monitor settlement. A mark in the form of a bolt, anchor or nail will be relied on for the as-built before and after ground disturbances to monitor any settlement. There is no need to provide settlement or vibratory monitoring to any other structure due to the distance of these structures from the site.

There are only 3-4 trees on the perimeter of the site (no trees on the interior). The contractor will separately provide a tree inventory and preservation plan, but it respectfully invites the arborist to the site to observe the trees and determine if a typical protection plan will suffice. The flexibility with regard to timing on delivery of the inventory and plan is appreciated.

**Work Site Communication:**

The project team will update the property owners or management companies of buildings on the same block (within 300 feet east or west of the site) and within the opposing block (within 300 feet east or west of the site). The notifications will be in writing delivered by U.S. mail, email, and/or other means supported by the property owners or management companies. The
initial notification will be made at least one week prior to mobilization for the project. Updates will be delivered.

All public right of way closures will have posted notifications 48 hours prior to their start. Notice to the City of sidewalk closures will be provided 3 days in advance, with notice of a lane reduction being provided to the City and CTA being provided 10 days in advance.

A sign with emergency contact information for the general contractor's key employees will be posted on, or on the fence panel next to, the primary access gate. A development sign with the project name, rendering and project description will be provided on the gate or the fence panel adjacent thereto and a board at this location will provide project updates.

As necessary, COVID-19 precautions will be taken. Contractor acknowledges the City of Evanston Order requiring all persons working in or patronizing "essential businesses and operations" as defined in the Governor's Stay-at-Home Order to wear cloth face coverings. Further, contractor will continue to monitor and abide by the Governor’s Executive Orders to the extent they apply to operations on site, including Executive Order Number 39. Pursuant to Executive Order 30, contractor will post the guidance from the Illinois Department of Public Health (IDPH) and Office of the Illinois Attorney General regarding workplace safety during the COVID-19 emergency (guidance available on the IDPH webpage).
Traffic Plan Notes:
1- All lane closers are to follow IDOT Standards.
2- Truck traffic to enter and exit from the west, no semi truck traffic to travel through downtown Evanston.
3- Open trench's within public way are to be plated during off work hours.
4- Street is to be maintained free of dirt and debris from trucks existing site.
5- Sidewalk closure only when absolutely necessary.
6- Contractor to specify the start and end of the sidewalk closures to City 3 business days in advance.
7- Contractor to notify City and CTA of lane reduction 10 calendar days in advance.
8- Contractor to post notice signs 48 hours prior to lane closure.

SIDEWALK CLOSED
AT
2425 OAKTON
USE OTHER SIDE SIGN
TO BE PLACED AT NE CORNER OF OAKTON & MCCORMICK

SIDEWALK CLOSED
AT
2425 OAKTON
USE OTHER SIDE SIGN
TO BE PLACED AT NW CORNER OF HOME & DEPOT

CENTURION PLUMBING COMPANY
10340 W. Belden Ave.
Melrose Park IL. 60164
847-288-0565
City of Evanston Truck Routes

Bridges
- Posted Height (2" less than actual)
- Actual Height
- IDOT Posted Height

IDOT Street

Truck Routes
- Truck Route
- X X X Truck Prohibited
- Street (8,000 Pound Limit)

Railroad

Water

City of Evanston

EXHIBIT D

This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.