

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved May 3, 2012

## MINUTES

### INFRASTRUCTURE COMMITTEE

March 1, 2012 - 7:00 P.M.

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Chairman Dzierzanowski called the meeting to order at 7:00 P.M. Roll Call found Nanette Connelly, Nicholas Dzierzanowski, James Smith, and John Smith present. Aldermen James Beifuss, Alan Murphy, and Russell Radkiewicz were absent.

Also in attendance were Public Works Director Robert Flatter, Assistant City Engineer Doug Nooden, and Administrative Secretary Michelle Baldino.

2. **Approval of Minutes.**

A. **Infrastructure Committee Minutes of February 2, 2012.** Alderman John Smith made a motion to approve the Infrastructure Committee Minutes of February 2, 2012, seconded by Alderman James Smith. Voting Yea: Alderman John Smith, James Smith, Nanette Connelly, and Nicholas Dzierzanowski. Voting Nay: 0.

3. **Public Participation / Presentations.** None.

4. **Items for Consent.** Alderman Dzierzanowski requested discussion on Consent Items B., C., D., F., and H. Chairman Dzierzanowski entertained a motion to approve Consent Items A., E., G., and I.

Alderman Nanette Connelly made a motion to recommend approval of Items for Consent A., E., G., and I., seconded by Alderman John Smith. Voting Yea: Aldermen Nanette Connelly, John Smith, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.

4B. **Contract Award – 2012 Ash Tree Removal Program - Tree Tech Pros, Inc.**

The Agenda Item Summary references that approximately 407 severely damaged and infested Ash trees warrant removal to prevent the further spread of the Emerald Ash Borer (EAB). Alderman Dzierzanowski asked if the City would replace all 407 trees in spring 2012 as part of the 2012 Parkway Tree Planting Program (referenced as Agenda Item 4.D. in the March 1, 2012 Infrastructure Committee Agenda Packet). Mr. Flatter responded that if the 2012 Parkway Tree Planting Program contract is approved, the City would be replacing 300 of the parkway trees in the spring 2012. Mr. Flatter then indicated that not all Ash trees will be replaced; when determining if a tree would be replaced, staff considers available space (i.e., size of parkway, location of other existing trees, utilities, street lights, etc.) and listens to the requests of residents. With the parkway tree planting program, residents are given a choice of tree type. Sometimes,

residents respond that they do not want a tree planted or replaced. After the 407 Ash trees are removed, and after the initial 300 parkway trees are planted in spring 2012, staff will review the budget and if funds remain available, will consider a fall 2012 planting program.

**Alderman Connelly made a motion to approve the Contract with Tree Tech Pros, Inc. for the 2012 Ash Tree Removal Program, seconded by Alderman John Smith. Voting Yea: Aldermen Nanette Connelly, John Smith, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.**

**4C. Contract Award – 2012 Forestry Maintenance Program - Nature's Tree, Inc. of Bedford Hills, New York (d/b/a Autumn Tree Care Experts, Inc. of Warrenville, Illinois).** Alderman Dzierzanowski indicated that this agenda item was pulled by mistake. No discussion was held. Mr. Flatter indicated that he had maps of 2012 program areas if Committee was interested.

**Alderman Dzierzanowski made a motion to approve the Contract with Nature's Tree, Inc. of Bedford Hills, New York (d/b/a Autumn Tree Care Experts, Inc. of Warrenville, Illinois) for the 2012 Forestry Maintenance Program, seconded by Alderman Connelly. Voting Yea: Aldermen Nicholas Dzierzanowski, Nanette Connelly, James Smith, and John Smith. Voting Nay: 0.**

**4D. Contract Award – 2012 Parkway Tree Planting Program - Alaniz Landscape Group, Inc.** Alderman Dzierzanowski's questions pertaining to this agenda item were answered during the discussion of Agenda Item 4.B. above.

**Alderman John Smith made a motion to approve the Contract with Alaniz Landscape Group, Inc. for the 2012 Parkway Tree Planting Program, seconded by Alderman Dzierzanowski. Voting Yea: Aldermen John Smith, Nicholas Dzierzanowski, Nanette Connelly, and James Smith. Voting Nay: 0.**

**4F. Contract Award – Illinois Route 64 Utility Relocation Project - R. A. Mancini, Inc.** Alderman Dzierzanowski indicated that he was contacted by the second lowest bidder for this project, Martam Construction, Inc., who was the lowest bidder for IDOT on the Illinois Route 64 Reconstruction Project, and Martam is worried that Mancini does not have the expertise to complete the City's project and that Mancini will hold up IDOT'S project. Mr. Flatter explained that the ideal situation would have been for Martam to be the lowest bidder on the City's project also, so that construction scheduling would be the responsibility of only the one contractor. Addressing the concern that there is the possibility that Mancini could interfere, conflict, or delay Martam; there is no evidence that such is going to happen. Mancini knows that Martam will be working for IDOT and that they have to stay ahead of and work with Martam's schedule. If approved under Agenda Item 4.H., the City will have Thomas Engineering Group (Thomas) on-site providing construction oversight services, coordinating schedules, and pushing Macini to stay ahead of Martam. The Illinois Route 64 Utility Relocation Project was competitively bid. Macini is a responsible bidder who submitted the lowest bid and as such, the City is obligated to approve their contract. Doug Nooden reported that references were checked and the City received excellent recommendations on Macini.

Alderman Dzierzanowski then asked if Martam Construction, Inc. had been the lowest responsible bidder on the City's project, would we still hire Thomas to oversee construction. Mr. Flatter responded yes, and then explained that Thomas would be hired for two reasons: 1) To over see the contractor, whether its Martam or Macini, to make sure that our utilities get moved and installed according to plan and specifications; and, 2) To verify quantities, pay requests, record measurements and prepare as-built drawings; for compliance purposes and to protect the interest of the City. IDOT'S engineer will be responsible for construction oversight of Martam for the road construction only; IDOT will not inspect and ensure compliance for the City's utilities. Alderman Dzierzanowski asked if Thomas worked on the engineering design for this project. Mr. Flatter reported no, but staff felt that Thomas is the best choice for the construction oversight professional services contract given their familiarity with City staff, City's expectations, City's utilities and existing infrastructure.

**Alderman Connelly made a motion to approve the Contract with R. A. Macini, Inc. for the Illinois Route 64 Utility Relocation Project, seconded by Alderman John Smith. Voting Yea: Aldermen Nanette Connelly, John Smith, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.**

**4H. Contract Award – Phase III Construction Oversight Services for Illinois Route 64 Utility Relocation Project - Thomas Engineering Group, LLC.** Alderman Dzierzanowski's questions pertaining to this agenda item were answered during the discussion of Agenda Item 4.F. above.

**Alderman Connelly made a motion to approve the Contract with Thomas Engineering Group, LLC for Phase III Construction Oversight Services for the Illinois Route 64 Utility Relocation Project, seconded by Alderman John Smith. Voting Yea: Aldermen Nanette Connelly, John Smith, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.**

## **5. Items for Discussion.**

**5.A. Intergovernmental Agreement with the State of Illinois Department of Transportation Defining the City's Cost and Payment Obligation for Certain Improvements Related to the Illinois Route 64 Roadway Reconstruction and Widening Project (Agreement No. JN-111-05).** Mr. Flatter explained that since December 2011, he has been working with the Illinois Department of Transportation (IDOT) on an Intergovernmental Agreement (IGA) for the State's Illinois Route 64 Reconstruction and Widening Project. On March 1, 2012, staff received and finalized the IGA, which acknowledges and approves of the IDOT project, and defines the City's cost and payment obligations for certain improvements being completed by IDOT. For the referenced project, IDOT is asking the City to pay five percent (5%) of the actual costs to modernize (upgrade) the traffic signals at the intersection of Illinois Route 64 & Powis Road, estimated at \$7,475.00. The north leg of this intersection is owned and maintained by the City, the east and west legs are IDOT'S, and the south leg is DuPage County's responsibility. For this intersection, it would be a 3 party agreement.

For the intersection of Illinois Route 64 & Atlantic Drive, although the existing traffic signal was installed by the developer of the Prestonfield Subdivision, the City paid for the initial installation

and is responsible for one hundred percent (100%) of all future maintenance and energy costs. Although the City is responsible for all future costs, given the fact that the City paid the full cost of the initial signal installation and to ensure that the State's project continues to move forward without further delay, IDOT has agreed to pay ninety percent (90%) of the actual costs to modernize (upgrade) the traffic signals, estimated at \$289,800, if the City agrees to pay the remaining ten percent (10%) of the actual costs, estimated at \$32,200.00; for a total City IGA obligation of \$39,675.00. It should be noted that although the total Agreement references an amount of \$39,675.00, there is a notation in the Agreement that final costs will be determined by multiplying the percentages referenced above by the final quantities times the actual contract unit prices plus a fifteen percent (15%) markup for construction oversight and engineering design services.

Mr. Flatter explained that in March 2012, IDOT will award the project and construction activities are anticipated to commence in April 2012. Prior to the contract award, IDOT needs the City to execute the IGA previously referenced. Since staff had just received and finalized the IGA with IDOT today (i.e., March 1, 2012), staff requested approval from the Infrastructure Committee to take the IGA to City Council for approval on March 5, 2012.

**Alderman John Smith made a motion to approve Resolution 12-R-0028 authorizing the Mayor to execute an Intergovernmental Agreement with the State of Illinois Department of Transportation defining the City's cost and payment obligation for certain improvements related to the Illinois Route 64 Roadway Reconstruction and Widening Project (Agreement No. JN-111-050), seconded by Alderman Connelly. Voting Yea: Aldermen John Smith, Nanette Connelly, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.**

**5.B. Purchase of Rock Salt Through The Illinois State Joint Purchasing Contract/Submission of Joint Purchasing Requisition.** Mr. Flatter explained that today (i.e., March 1, 2012) he received in the mail the annual the State of Illinois Department of Central Management Services' (CMS) Agreement for the procurement of road salt for 2012-2013. To enable the state to have an accurate total quantity for the bidding process, the State of Illinois Bureau of Strategic Sourcing & Procurement requires that those units of government wishing to participate in the joint purchase of rock salt, submit a completed Joint Purchasing Requisition to their agency no later than 5:00 p.m. March 30, 2012. Submission of the Joint Purchasing Requisition will obligate the City to purchase rock salt. Therefore, staff recommends choosing the not less than 80% option; with a requisition for 3,500 tons of rock salt. This will obligate the City to purchasing a minimum of 2,800 tons of rock salt and will obligate the vendor to furnishing not less than 120% of the requisitioned (4,200 tons).

Last year the City of West Chicago elected to renew its contract with North American Salt Company paying \$76.48 per ton delivered. For 2012-2013, the City of West Chicago does not have the option of renewing its contract with North American Salt Company through the State of Illinois' Joint Purchasing Program.

Since staff had just received the CMS procurement agreement today (i.e., March 1, 2012), and since it must be submitted to the State by March 30, 2012, staff requested approval from the

Infrastructure Committee to take the procurement agreement to City Council for approval on March 19, 2012 for the purchase of 3,500 tons of rock salt (2,800 minimum purchase required and 4,200 maximum purchase available) for 2012-2013.

**Alderman John Smith made a motion to approve Resolution 12-R-0029 authorizing the Mayor to submit the attached Joint Purchasing Requisition to the State of Illinois Bureau of Strategic Sourcing & Procurement for the guaranteed purchase of a minimum of 2,800 tons, and authorizing a maximum purchase of 4,200 tons, of rock salt for 2012-2013, seconded by Alderman Dzierzanowski. Voting Yea: Aldermen John Smith, Nicholas Dzierzanowski, Nanette Connelly, and James Smith. Voting Nay: 0.**

**6. Unfinished Business.**

**6A. Gazebo Structure at Reed-Keppler Park.** Alderman Dzierzanowski reported that he had a conversation with Treasurer Don Earley last week who indicated that the gazebo project at Reed-Keppler Park will not be built. Given such, Alderman Dzierzanowski indicated that he wants the \$200,000.00 budgeted for the gazebo to be allocated for a new salt shed.

Alderman Connelly inquired where a new salt shed would be built. Mr. Flatter responded that staff would continue to use the existing metal shed at 119 W. Washington Street until the new City Hall campus is built. There are several locations to consider for a new salt shed, including 135 W. Grandlake Boulevard (i.e., replacing existing shed at the City's Street Division) or 1300 W. Hawthorne Lane (i.e., City land next to the City's Water Treatment Plant). However, both options have environmental issues that would need to be address (i.e., wetland and flood plain issues). A new salt shed, similar to the one recently built by the Winfield Township Highway Department at Illinois Route 38 and Town Road, is estimated to cost \$350,000.

Alderman John Smith indicated that he would support allocating the \$200,000 for either the gazebo project or a new salt shed, with the gazebo project taking priority. However, if the gazebo project is "dead", he wants to hear that from the Mayor before allocating the funds for a new salt shed.

Alderman Connelly, Dzierzanowski, and James Smith all agreed that the gazebo project was a good idea, but stated that they felt that a new salt shed was a priority.

The Infrastructure Committee directed staff to bring forth a recommendation from the Infrastructure Committee to the Finance Committee to allocate those funds, if not used for the gazebo, for a new salt shed. Mr. Flatter responded that he will have a conversation with the City Administrator to determine how best to accomplish such request.

**7. New Business.**

**8. Reports from Staff.**

**8A. Clayton Street Reconstruction Project.** Mr. Flatter presented a concept engineering plan for the reconstruction of Clayton Street. Mr. Flatter briefly discussed/explained the concept engineering plan indicating that Clayton Street will be reconstructed and re-opened to two-way

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traffic, with street lights, on-street parking, and utility upgrades. The project is partially funded with Community Development Block Grant (CDBG) funds. Staff anticipates that the project will be bid in March/April, with a contract award being presented to the Infrastructure Committee in April or May.

**9. Adjournment.** At 7:36 P.M., Alderman Nanette Connelly made a motion to adjourn seconded by Alderman John Smith. Motion was approved by voice vote.

Respectfully submitted,

Robert E. Flatter, P.E.  
Director of Public Works