

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved January 4, 2018

## MINUTES

### INFRASTRUCTURE COMMITTEE

**December 7, 2017 7:00 P.M.**

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Chairman Beifuss called the meeting to order at 7:00 P.M. Roll call found Aldermen James Beifuss, Heather Brown, Sandra Dimas, George Garcia, Alton Hallett, and Noreen Ligino-Kubinski present.

Staff present included Director of Public Works Robert Flatter and Executive Secretary Ashley Cunningham. Also present was Joseph Kramer of Kramer Tree Specialists, Inc.

#### 2. Approval of Minutes

A. **Infrastructure Committee Minutes of November 2, 2017.** Alderman Hallett made a motion, seconded by Alderman Brown to approve the Meeting Minutes of November 2, 2017.

**Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, and Ligino-Kubinski.**  
**Voting Nay: 0.**

3. **Public Participation / Presentations.** Mr. Kramer expressed his interest in continuing to provide the City with brush collection services for 2018. Mr. Kramer indicated that Kramer Tree Specialists, Inc. has performed brush collection services for the City for 19 of the last 23 years and the City has been satisfied with Kramer's service for all of these years. He would like to continue working with the City to provide that service. Alderman Beifuss indicated that discussion and questions related to this would be addressed later in the meeting under Item 5.A. Items for Discussion – 2018 Brush Collection Program.

4. **Items for Consent.** Alderman Beifuss requested discussion on Consent Items C, D, E, and G. **Alderman Dimas made a motion, seconded by Alderman Brown to approve:**

- A. **Resolution No. 17-R-0075 – Contract Award - Procurement of Coarse and Fine Aggregate Material Delivered For FY2018**
- B. **Resolution No. 17-R-0076 - Acceptance of Public Improvements and Release of Development Security – Wheaton Academy Science Wing Addition Project, 900 Prince Crossing Road**
- F. **Resolution No. 17-R-0080 - Acceptance of Public Improvements and Release of Development Security – Shell Gas Station, 184 W. North Avenue**

**H. Resolution Christensen Company - Contract for Professional Services Related to the Installation of a Pump and Motor Assembly at the City's Well Station No. 12 – Change Order #1 and Final**

**Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, and Liginio-Kubinski.**

**Voting Nay: 0.**

**5. Items for Discussion.** Items for discussion include Consent Items 4.C., 4.D., 4.E., and 4.G.

**4.C. Resolution No. 17-R-0077 - Acceptance of Public Improvements and Release of Development Security – DS Container, 2500 Enterprise Circle.** Mr. Flatter explained that DS Container made public improvements that substantially have been complete since April 2017. Developers are required to post a development security when they first begin development, which is to guarantee the completion of certain required public infrastructure improvements. Typically the City then requires a two-year maintenance bond to guarantee maintenance if the infrastructure improvements were to fail in that two year period. Generally, if there are any issues with the watermain system, they reveal themselves relatively quickly; very seldom does the City have issues with fire hydrants or fire hydrant leads within the two year maintenance period. For the DS Container development, the City will only be responsible to maintain two additional on-site fire hydrants, so the developer has requested the City accept the public improvements, waive the maintenance security bond requirement, and release their original development security; staff feels comfortable recommending this. **Alderman Liginio-Kubinski made a motion, seconded by Alderman Garcia to approve.**

**Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, and Liginio-Kubinski.**

**Voting Nay: 0.**

**4.D. Resolution No. 17-R-0078 – Contract Award – Alaniz Landscape Group, Inc. for the 2018 Right-of-Way Maintenance Program.** Mr. Flatter detailed that Alaniz Landscape Group, Inc. has been the low bidder and contract holder for right-of-way maintenance services each year since 2012 and has performed adequately. Mr. Flatter provided details on the number of properties maintained by Alaniz since 2012 and the annual cost for each. Alaniz submitted a letter to the City expressing their desire to provide services in 2018 and indicated a willingness to hold their unit pricing from 2017 into 2018. Typically the City only receives about three bids annually; last year there were only two bids received. Staff believes the 2017 pricing is very good and recommends waiving competitive bidding since only one or two additional bids would be anticipated for 2018, and Alaniz has been the lowest responsible bidder since 2012. Alderman Beifuss expressed his concern with waiving competitive bidding and believes it is the Committee's responsibility to go to bid with a project of this type and cost to try to get the best price for the City. Alderman Dimas stated that she disagrees and feels that anticipating receipt of a bid that would be lower than last year's pricing is very unlikely; she would lean towards approving the Resolution. Alderman Hallett expressed his support of the Resolution and noted that the pricing increases over the last several years appear largely due to the addition of supplemental locations. Alderman Garcia inquired if there was knowledge of any new contractors in the area that might be interested if the City went to bid. Mr. Flatter stated that staff is prepared to go to bid if that is the direction given by the Committee, but there has been no

indication of new contractors that would be interested. Often the City receives emails or requests for contractors to be added to a list of prospective bidders, but that has not occurred. Staff mails invitations to bid to roughly 50 contractors and still only receives a few bids after that.

Alderman Beifuss noted that the cost to go to bid is minimal, and he believes it is appropriate to do so. Alderman Dimas reiterated that holding the pricing from 2017 is a good price unlikely to be beaten if the program went to bid. She also noted that the contract is only for one year; it could be competitively bid for 2019. **Alderman Dimas made a motion, seconded by Alderman Brown to approve.**

**Voting Yea: Aldermen Brown, Dimas, Hallett, and Ligino-Kubinski. Voting Nay: Aldermen Beifuss and Garcia.**

**4.E. Resolution No. 17-R-0079 - Acceptance of Public Improvements and Release of Development Security – Simpson Strong-Tie, 2505 Enterprise Circle.** Mr. Flatter explained that this was a similar situation to that addressed under Item 4.C., except that Simpson Strong-Tie only added one additional fire hydrant, and the project has substantially been complete since December 2016. The City feels comfortable recommending acceptance of the watermain improvements, waiving the maintenance security bond requirement, and authorizing a reduction/release of any development securities posted by the developer. **Alderman Garcia made a motion, seconded by Alderman Dimas to approve.**

**Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, and Ligino-Kubinski. Voting Nay: 0.**

**4.G. Patnick Construction – 2017 Grove Avenue Water Main Replacement Project – Change Order #1 and Final.** Mr. Flatter explained that the project is complete, but due largely to a Scrivener's error in the original bid quantity, Change Order #1 and final is being requested; the quantity for sod restoration was off by 1,000 square yards in the original bid quantity. Based on unit prices that the contractor bid, this resulted in a \$17,690.75 addition to the contract. Staff did ask Patnick if they would negotiate the additional cost given that it was a Scrivener's error and they still received the additional quantity, but they were unwilling to do so. Alderman Dimas asked if the contract total still came in under the projected cost, and Mr. Flatter confirmed that it came in substantially lower than the original projected cost. **Alderman Hallett made a motion, seconded by Alderman Brown to approve.**

**Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, and Ligino-Kubinski. Voting Nay: 0.**

**5.A. 2018 Brush Collection Program.** Mr. Flatter stated that he believed Kramer Tree Specialists, Inc. had done the Brush Collection Program for 17 years, but in speaking with Mr. Kramer now believed it to be 19 of the past 23 years. Either way, Mr. Flatter noted that 17-19 years is a pretty impressive number of years to be providing services for a Citywide Brush Collection Program. During that time, Kramer has also collected debris that is above and beyond what the Brush Collection Program is intended to include; if it was in the parkway, Kramer would collect it. Kramer has demonstrated their willingness to go the extra mile, and the City does not receive complaints like they have in previous years with other contractors. Prior to 2009, contracts were awarded as a result of either a public competitive bidding process, or by

extending existing contracts if the prior year's pricing was held and satisfactory performance was observed during the previous contract year(s). After working with the City for several years, in 2015 the Infrastructure Committee instructed staff to offer Kramer a three-year contract for an amount not to exceed \$75,000.00 per year, and to go to bid if it was declined; Kramer declined the offer. Arborworks, LLC was awarded a three-year contract as the lowest bidder thereafter. In 2015, Arborworks struggled to complete the brush collections within the five day required period and refused to collect many of the brush piles for various reasons, including quantity or size of brush piles, size of logs, orientation of logs, foreign material mixed in with brush, foreign material resting near brush, etc. In 2016, Arborworks attempted to cancel, or get out of, their contract, which the City refused. To ensure that all appropriate brush piles were collected, City staff members were assigned to follow and work with Arborworks' crews during the 2016 season. Then in 2017, Arborworks hired Kramer Tree Specialists, Inc. as a sub-contractor to complete the City's monthly brush collection services. As a result, staff experienced no issues with the 2017 program. Alderman Dimas expressed her willingness to at least listen to what Kramer Tree Specialists, Inc. would offer in terms of pricing given the satisfactory work provided in years past. Alderman Brown indicated she would rather go out to bid in hopes of receiving bids within the allotted budget and to see what kind of contractors would be interested. Alderman Garcia said he was in favor of going out to bid to remain consistent. Mr. Flatter commented that while possible to receive a lower bid for this Program, in his experience problems are likely to arise because other contractors do not have the experience and equipment to get the brush collected in the time allotted. Alderman Dimas asked for an estimate of the cost in 2016 to send City staff out with each Arborworks crew to make sure the brush was collected properly. Mr. Flatter roughly estimated that an additional \$21,000.00 was incurred to monitor the contractor that year. Alderman Dimas noted that that additional amount negated the savings of using the lower bidder and even cost more than if the City had just used Kramer Tree Specialists, Inc. in the first place. Alderman Hallett also noted that this required taking City staff away from other essential duties. Alderman Brown stated she would be agreeable to discussions with Kramer Tree Specialists, Inc. Following discussion, Alderman Beifuss confirmed that the Committee would be looking into the possibility of a multi-year contract, and they would like staff to have discussions with Kramer regarding pricing before deciding whether to go to bid.

6. **Unfinished Business.** None.

7. **New Business.** None.

8. **Reports from Staff.** None.

9. **Adjournment.** At 8:04 P.M., Alderman Dimas made a motion to adjourn, seconded by Alderman Hallett. Motion was unanimously approved by voice vote.

Respectfully submitted,

Ashley Cunningham  
Executive Secretary of Public Works