

**PUBLIC WORKS COMMITTEE MEETING  
MONDAY, FEBRUARY 3, 2025 – 5:00 P.M.  
CITY HALL – UPSTAIRS CITY COUNCIL CHAMBERS  
MINUTES**

**I. ROLL CALL/CALL TO ORDER**

Chairman Ara Goshgarian called the meeting to order at 5:10 P.M. Aldermen Ted Notz and Richard Walther were in attendance.

Staff attending the meeting included Byron Kutz, Superintendent of Engineering and Chuck Myers, Superintendent of Parks & Forestry

Jim Lockfeer, Assistant Director of Public Works, was also in attendance via phone.

**II. NEW BUSINESS / ACTION ITEMS**



**1. APPROVAL OF THE DECEMBER 2, 2024, PUBLIC WORKS COMMITTEE MEETING MINUTES**

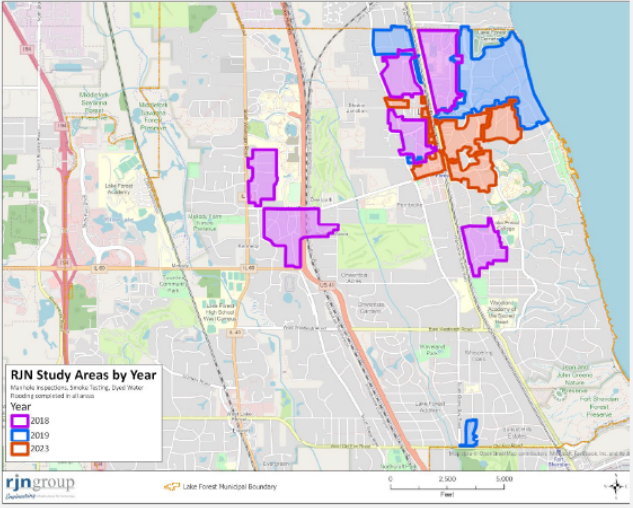
Alderman Notz moved to approve the December 2, 2024, Public Works Committee meeting minutes. Alderman Walther seconded the motion, which carried unanimously.

**2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF BID FOR THE FY26 MANHOLE LINING AND I&I REPAIR PROJECT – BYRON KUTZ**

Superintendent Kutz reviewed the below presentation slides on the topic.

**2025 INFLOW & INFILTRATION REPAIRS**

- I&I = Inflow and Infiltration  Infiltration  Inflow
- I&I can cause sanitary backups in residences and businesses during heavy rain-storms
- Inflow & Infiltration Repair projects last in 2020 and 2024
- 2023 Smoke Testing project identified potential I&I
- 2024 Dye Testing project followed up on “worst” locations from Smoke Testing
- Report lists defects by prioritization “worst first” and provides list of recommended repairs
- Repairs reduce surcharges and backups
- Proposed project is public-side only



# 2025 INFLOW & INFILTRATION REPAIRS

## Estimated I&I flow (based on 2023-2024 study areas)

Inspection Type	Defect Source Description	Quantity	Est. Total Flow (gpm)	Est. Total Flow (gpd)
<b>Public Sector</b>				
Dye Flooding	Sanitary Manholes	13	76.8	110,606
Dye Flooding	Mainline Joints	18	37.5	53,928
MH Inspection	MH Pick Hole	61	61.0	87,840
MH Inspection	MH Frame Seal/Adjustment Defects	120	60.0	86,400
MH Inspection	MH Wall/Wall Joint Defects	53	26.5	38,160
MH Inspection	MH Cover Defect	10	10.0	14,400
MH Inspection	MH Cone Defects	19	9.5	13,680
MH Inspection	MH Defective Bench/Trough	22	6.6	9,504
MH Inspection	MH Pipe Seal + Wall/Bench Joints Defect	30	6.0	8,640
Smoke Testing	Sanitary Mainline	3	18.0	25,920
Smoke Testing	Other	3	3.0	4,320
Smoke Testing	Cleanout - Missing/Broken Cap - Public	1	0.1	144
Smoke Testing	Storm Inlet*	25	-	-
Smoke Testing	Storm Manhole*	13	-	-
<b>Sub-Total</b>		<b>315.0</b>	<b>315.0</b>	<b>453,542</b>

## 2024 Public Side Improvements Completed Last Year

Inspection Type	Defect Source Description	Quantity	Est. Total Flow (gpm)	Est. Total Flow (gpd)
<b>Public Sector</b>				
Dye Flooding	Sanitary Manholes	13	76.8	110,606
Dye Flooding	Mainline Joints	18	37.5	53,928
MH Inspection	MH Frame Seal/Adjustment Defects	28	14.0	20,160
MH Inspection	MH Pick Hole	13	13.0	18,720
MH Inspection	MH Wall/Wall Joint Defects	17	8.5	12,240
MH Inspection	MH Cone Defects	8	4	5,760
MH Inspection	MH Defective Bench/Trough	9	2.7	3,888
MH Inspection	MH Pipe Seal + Wall/Bench Joints Defect	11	2.2	3,168
MH Inspection	MH Cover Defect	2	2.0	2,880
Smoke Testing	Sanitary Mainline	3	18.0	25,920
Smoke Testing	Other	2	2.0	2,880
Smoke Testing	Storm Inlet*	25	-	-
Smoke Testing	Storm Manhole*	13	-	-
<b>Public Sector Total</b>			<b>180.7</b>	<b>260,150</b>

## 2025 Public Side Improvements (Planned this Year)

Inspection Type	Defect Source Description	Quantity	Est. Total Flow (gpm)	Est. Total Flow (gpd)
<b>Public Sector</b>				
MH Inspection	MH Pick Hole	40	40.0	59,120
MH Inspection	MH Frame Seal/Adjustment Defects	52	46.0	66,240
MH Inspection	MH Wall/Wall Joint Defects	36	18	25,920
MH Inspection	MH Cover Defect	8	8.0	11,520
MH Inspection	MH Cone Defects	11	5.5	7,920
MH Inspection	MH Defective Bench/Trough	13	3.9	5,616
MH Inspection	MH Pipe Seal + Wall/Bench Joints Defect	19	3.8	5,472
Smoke Testing	Other	1	1.0	1,440
Smoke Testing	Cleanout - Missing/Broken Cap - Public	1	0.1	144
<b>Public Sector Total</b>			<b>134.3</b>	<b>193,392</b>

# 2025 INFLOW & INFILTRATION REPAIRS

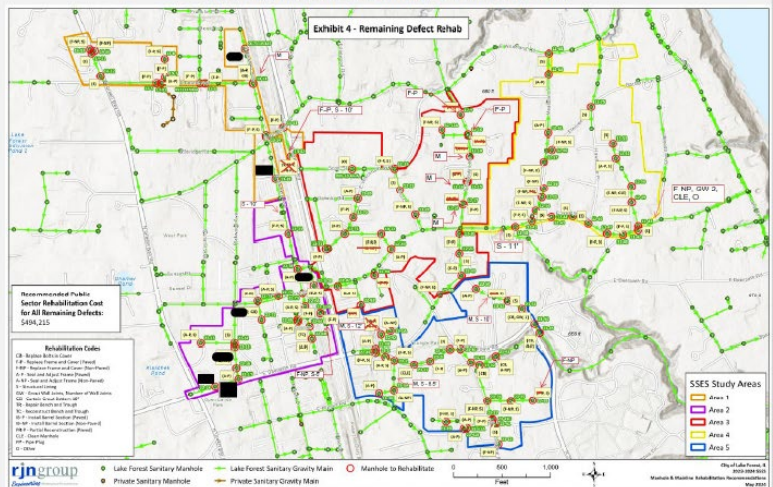
## Proposed 2025 Locations

### Area 1 (Sewer Lining)



Area 1 ~ May 2025

### Area 2 (Manhole Lining / Leak Repairs)



Area 2 ~ July-August 2025

## 2025 INFLOW & INFILTRATION REPAIRS

- Received five bids – January 30, 2025

Contractor Firm	Bid Amount
<b>Visu-Sewer</b>	<b>\$261,170</b>
National Power Rodding	\$265,055
Performance Pipelining	\$314,955
Hoerr Construction, Inc.	\$460,060
Insituform Technologies LLC	\$497,455.20

TOTAL BUDGET	\$600,000
Manhole Frame Replacement (Resurfacing)	\$150,000
This Project	\$274,229
Projected Remaining Savings	\$175,771

- Staff recommends that the remaining project savings (est. \$175,771) be added to the Annual Sanitary Lining Program (currently \$285,000)

**Action requested:**

**PW Committee Recommends Award of the Low Bid for the 2025 Inflow and Infiltration Repairs to Visu-Sewer, LLC., and Authorize the City Manager to Execute an Agreement in the Amount of \$261,170 as well as Approving a 5% Contingency in the Amount of \$13,059 for a Total Cost of \$274,229**

The Committee and City staff discussed public versus private repairs, repair types, and the repair areas. The Committee provided consensus in supporting the staff recommendation to utilize the \$175,771 project savings from the Inflow & Infiltration Repairs Project for the annual Sanitary Sewer Lining Program.


Alderman Walther moved to recommend to City Council award of the low bid for the 2025 Inflow and Infiltration Repairs to Visu-Sewer, LLC., and authorize the City Manager to execute an agreement in the amount of \$261,170 as well as approving a 5% contingency in the amount of \$13,059 for a total cost of \$274,229. Alderman Notz seconded the motion, which carried unanimously.

### 3. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF A PROFESSIONAL DESIGN SERVICES AGREEMENT FOR THE GREEN BAY ROAD WATERMAIN REPLACEMENT PROJECT AND THE BASSWOOD ROAD WATERMAIN REPLACEMENT PROJECT – BYRON KUTZ


Superintendent Kutz reviewed the below presentation slide on the topic.

APPROVAL OF DESIGN ENGINEERING SERVICES FOR THE GREEN BAY ROAD WATERMAIN AND THE BASSWOOD ROAD WATERMAIN REPLACEMENT PROJECTS

- Green Bay Road (Linden-Greenwood) –existing 10" from 1924
  - Frequent watermain breaks over last few years
- Basswood Road (Blackthorn-Vestleigh) –existing 8" from 1970's
  - Identified in 2020 watermain study due to number of breaks
- Staff initiated RFP process; 10 proposals received
- FY2026 Budget Total \$180,000 Local Capital (Basswood \$80k, Green Bay \$100k)
  - Economies-of-scale by combining both designs as single project
  - Timing advantageous as consultants aggressively seeking work
- PW Committee Recommends Approval of Design Engineering Services for the Green Bay Road Watermain and the Basswood Road Watermain Replacement Projects to the Thomas Engineering Group, and Authorize the City Manager to Execute an Agreement in the Amount of \$50,016 to Include a 5% Contingency in the Amount of \$2,501 for a Total Cost of \$52,517**



▲ First project location map



▲ Second project location map

Consultant Firm	Proposal Amount
<b>Thomas Engineering Group</b>	<b>\$50,016</b>
Bleck	\$53,925
Clark Dietz	\$60,585
SpaceCo	\$63,197
CBBEL	\$67,526
BLA	\$74,282
Baxter and Woodman	\$78,300
GHA	\$82,600
Hornor and Shifrin	\$111,600
HLR	\$132,985

The Committee and City staff discussed the proposals received and the location of the current watermain locations in the road/parkway.

Alderman Notz moved to recommend to City Council approval of design engineering services for the Green Bay Road Watermain and the Basswood Road Watermain Replacement Projects to the Thomas Engineering Group, and authorize the City Manager to execute an agreement in the amount of \$50,016 to include a 5% contingency in the amount of \$2,501 for a total cost of \$52,517. Alderman Walther seconded the motion, which carried unanimously.

**4. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF A PROFESSIONAL PHASE III DESIGN SERVICES AGREEMENT FOR THE DEERPATH STREETScape PROJECT – JIM LOCKEFEER**


Assistant Director Lockfeer reviewed the below presentation slides on the topic.

### DEERPATH STREETScape PHASE III ENGINEERING SERVICES

- Phase III services include construction inspection and observation, construction documentation, extensive community outreach, and construction project closeout
  - All inspection, documentation, and reporting needs to be submitted via the IDOT process (ITEP grant award requirement)
- FY26 Project Budget – \$475,000 (local funds)
- Over ten firms downloaded the RFP; two proposals received via the public RFP process

Firm	Bid \$
GSG Consultants	\$279,360
<b>Thomas Engineering Group</b>	<b>\$435,000</b>

- RFP submittal review criteria prioritized:
  - Project understanding / familiarity with the City of Lake Forest and the CBD
  - Experience and qualifications of the firm
  - Experience in streetscape construction inspection (preferably IDOT experience)
  - Experience with municipal government projects / references / results achieved
  - Cost



### DEERPATH STREETScape PHASE III ENGINEERING SERVICES

- Staff is unanimously recommending Thomas Engineering
  - Thomas Engineering has worked successfully with City staff over the last two years completing Phase II design
  - Significant project understanding to include desired extensive resident/business communications approach
  - Qualifications of their Phase III team feature key staff with large streetscape project experience
  - Proposed and included accurate total project manhours that align with staff's expectations
- While GSG proposed an overall lower cost, their proposal features over 700 less man-hours than the Thomas Engineering proposal
- **PW Committee Recommends Approval of a Phase III Design Engineering Services Agreement for Deerpath Streetscape Project to Thomas Engineering Group in the Amount of \$435,000 to Include a 5% Contingency in the Amount of \$22,000 for a Total Cost of \$457,000**

The Committee and City staff discussed the proposals received, the total work hours presented in each proposal, the high expectations and level of service needed from the approved firm, and the invoicing and tracking of firm hours.

Alderman Walther moved to recommend to City Council approval of a phase III design engineering services agreement for Deerpath Streetscape Project to Thomas Engineering Group in the amount of \$435,000 to include a 5% contingency in the amount of \$22,000 for a total cost of \$457,000. Alderman Notz seconded the motion, which carried unanimously.

### III. FY '25 CIP PROJECT SCHEDULE

There were no Committee discussions on this topic.

CIP PROJECT SUMMARY CHART – CAPITAL FUND				
Project	Asset Category	% Complete	Project Timeline	Notes
Annual Pavement Resurfacing & Patching Program	Road	100%	June – October	Complete.
Crack Sealing Program	Road	100%	Fall 2024	Complete.
Concrete Streets Repair	Road	100%	July – August	Complete.
Annual Longline Striping Program	Road	90%	August – Spring 2025	Some FY25 funding is still available. Contractor will return in Spring.
Waukegan & Everett Intersection (Land Acquisition)	Road	5%	2024	City selected for STP-Shared grant for land-acquisition on 12/1/23, coordination is ongoing.
Waukegan & Westleigh Intersection (Land Acquisition)	Road	98%	2024	ROW material provided to both City and School District; coordination and approval process underway. Presented to City Council on 8/5.
Westleigh Resurfacing (41-Western) Phase I Design	Road	25%	TBD	CC approved on 7/15/24. Actual road construction was not awarded grant funding but placed on contingency list.
Deerpath Intersection Traffic Light/Crossing Improvements	Road / Sidewalk	0%	June 2025	Staff is preparing to bid out the project in the coming weeks.
Concrete Sidewalk/Curb Replacement	Road / Sidewalk	100%	July – August	Complete.
Whispering Oaks Sidewalk Connections (SRTS) Design PH 2	Sidewalks	100%	Fall 2024	Phase I design approval received; Phase II design began early 2024. Submitted final plans to IDOT for the March letting.
Gas Light Conversion Program	Parkway	100%	Spring – Fall	2024 conversions completed. 34 total lights converted. A grand total of 186 of the 439 lights have been converted.
McClory Bike Path Resurfacing (Ryan to Illinois)	Path	100%	July – Early August	Construction complete.

Highlighted areas represents the project was updated since the December 2, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – CAPITAL FUND				
Project	Asset Category	% Complete	Project Timeline	Notes
Deerpath Streetscape – Design PH 2	Streetscape	100%	Summer / Fall 2024	Final Phase II design submitted to IDOT. Construction anticipated to begin April/May 2025.
CBD Infrastructure Improvements Evaluation	Streetscape	98%	November 2024	Second staff coordination meeting with engineering firm occurred on April 9 & May 23; staff has received draft final report; Engineering to review report and provide final comments to consultant.
McLennon-Reed Bridge Repairs – Design	Bridge	99%	Winter 2024	Construction schedule has been changed in order to be timed concurrently with Lake Woodbine.
McLennon-Reed Bridge Repairs – Construction	Bridge	0%	Winter 2026/ Spring 2027	Construction schedule has been changed in order to be timed concurrently with Lake Woodbine.
Lake-Woodbine Bridge Reconstruction – Design PH 2	Bridge	100%	Summer 2024	Construction options discussed with the Finance Committee on November 12.
Lake-Woodbine Bridge Reconstruction – Construction	Bridge	0%	Winter 2026/ Spring 2027	Construction options discussed with the Finance Committee on November 12; awaiting notification of recent grant application to determine next steps.
2024 Bridge Inspections	Bridge	100%	August	Inspections complete; final report received August.
Ringwood Bridge Replacement Phase I Design	Bridge	5%	2024 – 2025	City Council approved agreement w/ engineering firm to begin Phase I at their December 2nd meeting
Elawa Parking Lot Resurfacing and Expansion – Construction	Parking Lot	99%	April – May	Minimal restoration remains.
ADA Transition Plan	Facilities / Right of Way / Parks	85%	August	Facility visits completed. First draft of plan in completed. Staff is working with consulting firm to finalize plan.

Highlighted projects represents the project was updated since the December 2, 2024, PW Committee meeting

## CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Gorton Community Center Patio & Drop in Center	Facility	5%	Spring / Summer 2025	3/3/25 PWC review and approval; 3/17/25 CC review and approval.
Public Safety Water Cooled Chiller Replacement	Facility	100%	April - May	Complete.
North Beach Building & Pavilion Roof Replacement	Facility	100%	November	Complete.
Grove Campus Roof Replacements	Facility	100%	April – May	Complete.
Rec Center HVAC Replacements (RTUs)	Facility	100%	Fall 2024	Complete.
Forest Park Bluff Slope Stabilization	Forest Park / Beach	100%	September 5, 2023 – March 2024	Complete.
Forest Park Boardwalk	Forest Park / Beach	100%	Mid July – Mid October 2024	Complete.
Sailboat Compound Expansion	Forest Park / Beach	100%	October 2024	Complete.
Beach Restoration (Sand Replenishment)	Forest Park / Beach	100%	October 2024	Complete.

Highlighted projects represents the project was updated since the December 2, 2024, PW Committee meeting

## CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Tennis Surface Maintenance – Everett	Parks	100%	Late Summer 2024	Complete.
Tennis Surface Maintenance – Northcroft	Parks	100%	August 2024	Complete.
West Park: Tennis Court Design	Parks	100%	May – September	Complete.
West Park: Tennis Court Construction	Parks	0%	December – May 2025	CC approved on 11/18/24. Construction anticipated in spring of 2025.
Northcroft Park: Handball Courts Installation	Parks	0%	Spring 2025	Design at 90% and progressing. Ongoing discussions with possible donor continue.
Cemetery Ravine Restoration – Design	Ravine	80%	May – Winter 2025	Design progressing.
Walden Ravine Bed Restoration – Design	Ravine	80%	May – Winter 2025	Design progressing.
Seminary Ravine Improvements Construction	Ravine	0%	TBD	City obtaining approximately \$1 million in federal grant funding. Project construction schedule is subject to EPA grant administering timeline. Staff is working with design consultant on grant materials.
Annual Storm Sewer Lining Program	Storm Sewer	50%	Winter 2025	Construction anticipated February 2025.
Ahwahnee Road Storm Sewer Upgrade Design	Storm Sewer	100%	Fall 2024	Bid opening on 10/10. DiMeo Bros is the lowest bidder
Ahwahnee Road Storm Sewer Upgrade Construction	Storm Sewer	5%	January 2025 – Summer 2025	CC bid approval on 11/04/2024. Construction on Golf Course is anticipated to begin 02/03/25. Residents have been mailed correspondence.
Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvement Design	Storm Sewer	60%	May – September	Seeking PWC review on 4/1/24 and CC bid approval on 4/15/24. Design kickoff meeting was held on 5/6/24.

Highlighted projects represents the project was updated since the December 2, 2024, PW Committee meeting

## CIP PROJECT SUMMARY CHART – WATER FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Membrane Module Replacement	Water	70%	Winter 2024/2025	PWC reviewed on 6/17/24 and CC approval on 7/15/24; module replacement <b>underway</b> .
Water Meter Replacement Project Design	Water	100%	2024	Project bid opening for meter equip. was June 6 for five-year procurement pricing. Meter installation RFP was October 1st. PWC approved on 10/21 and CC approved on 11/4 for meter equipment, installation and project management. Project expected to begin in January.
Water Meter Replacement Purchase & Installation	Water	5%	FY25-FY29	Complete.
Pump VFD Upgrade (2 Year)	Water	100%	May	Complete.
Water Plant Intake Cleaning	Water	100%	May - June 2024	Complete.
Watermain Replacements (Field/Spring) & Valve Repairs	Water	90%	Summer – Fall 2024	PWC reviewed on 5/6/24 and CC bid approval on 5/20/24. Field Court and Spring Lane construction is complete.
Elevated Tank Painting	Water	0%	Spring FY2026	Bids received were higher than budget. Project will be scheduled in FY26
Annual Sanitary Sewer Lining Program	Sanitary	50%	Winter 2025	Construction anticipated February 2025.
Manhole Lining and I&I Repairs	Sanitary	100%	Summer – Fall 2024	Complete.

Highlighted projects represents the project was updated since the December 2, 2024, PW Committee meeting

#### IV. PUBLIC COMMENT

There was no Public Comment.

#### V. NEXT MEETING

Assistant Director Lockefeer explained that the next meeting date would be confirmed via email.

#### VI. ADJOURNMENT

Alderman Notz moved to adjourn the meeting of the Public Works Committee at 5:51 P.M. Alderman Walther seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockefeer Jr.  
Assistant Director of Public Works