

SPECIAL PUBLIC WORKS COMMITTEE MEETING
TUESDAY, MAY 26, 2020 – 2:00 P.M.
REMOTE ACCESS MEETING
MINUTES

ROLL CALL/CALL TO ORDER

Chairman Raymond Buschmann called the virtual meeting to order at 2:00 P.M. Aldermen Ted Notz and Jim Preschlack were present.

Staff virtually attending the meeting included Michael Thomas, Director of Public Works; Dan Martin, Superintendent of Public Works; Bob Ells, Superintendent of Engineering; Jason Wicha, City Manager; Brian Joyce, Engineering Supervisor and Jim Lockefer, Management Analyst.

Chairman Buschmann welcomed both Alderman Notz and Alderman Preschlack as new Public Works Committee members.

INFORMATIONAL ITEM

I. FY21 STUDY ON ADVANCE METERING INFRASTRUCTURE “AMI” WATER METER REPLACEMENTS / WATER DISTRIBUTION SYSTEM / WATERMAIN PRIORITIZATION REPLACEMENT PLAN – DAN MARTIN

Superintendent Martin reviewed the below summary presentation slide on the topic.

**FY21 STUDY ON ADVANCE METERING INFRASTRUCTURE “AMI”
WATER METER REPLACEMENTS / WATER DISTRIBUTION SYSTEM /
WATERMAIN PRIORITIZATION REPLACEMENT PLAN**

- Project RFP posted May 13, proposals due June 2, City Council approval June 15
 - 10 firms have downloaded the RFP package
 - Staff RFP Review Committee will recommend a selected firm(s) for projects
- FY21 project budgets & details
 - AMI Water Meter Replacement Study - \$30,000
 - Water meters last replaced in 2004, batteries beginning to fail
 - New meter technologies to realize operational efficiencies
 - Phased meter implementation FY22 and FY23
 - Water Distribution System Study - \$30,000
 - Evaluates system's capacity & identifies deficiencies
 - Watermain Replacement Prioritization Plan - \$30,000
 - Identification of recommended and prioritized watermain replacements for CIP asset management



Director Thomas explained that having these studies substantially completed by the end of September is important for CIP planning and budgeting.

The Committee and staff discussed approaches to replacing water meters Citywide, water meter technologies, battery life of the current meters, and anticipated water distribution system impacts with the new hotel constructed in the Conway Business Park

ACTION ITEMS

II. APPROVAL OF THE APRIL 28, 2020 PUBLIC WORKS COMMITTEE MEETING MINUTES

Chairman Buschmann inquired about the format of the April 28, 2020 meeting minutes. Management Analyst Jim Lockfeer explained that for Committee meeting topics that have one or two summary slides he will look to incorporate those summary slides as screenshots directly into the minutes. He explained that for topics that contain three or more slides he would continue to write out a summary instead of incorporating those slides directly into the minutes. He explained that incorporating summary slides allow him to be more efficient in drafting the minutes. Chairman Buschmann explained that he was comfortable with this direction.

Chairman Buschmann noted a date error in the minutes on page 13 and requested that it was corrected.

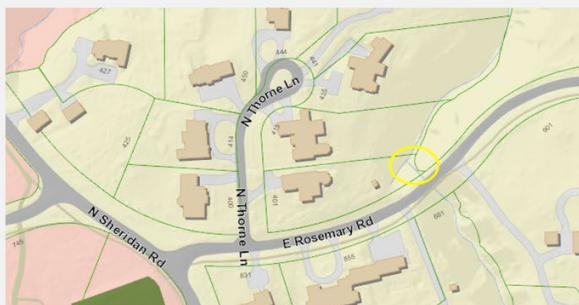
Alderman Preschlack moved to approve the April 28, 2020 Public Works Committee meeting minutes subject to Chairman Buschmann's requested edit. Alderman Notz seconded the motion, which carried unanimously.

III. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE ROSEMARY RAVINE PROJECT BID – JIM LOCKEEFER

Mr. Lockfeer reviewed the below two summary presentation slides on the topic. He explained that a draft City Council write-up on the topic was also included in the meeting packet.

ROSEMARY RAVINE PROJECT

- FY21 project budget - \$700,000
- Design features repairs to the failed sections of the brick culvert & additional adjacent ravine bank stabilization
- Original design bids received March 11, all bids rejected due to budget overages

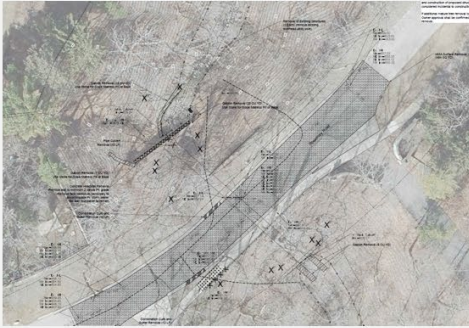


ROSEMARY RAVINE PROJECT

- Updated design bids received May 15

FIRM	BID TOTAL
V3 Construction Group	\$509,650
EarthWerks Land Improvement	\$606,351
Misfits Construction Company	\$827,235

- Staff recommends awarding the Rosemary Road Ravine Project to V3 Construction Group in the amount of \$509,650 to include authorization for a 10% contingency for a total of \$560,615



The Committee and staff discussed the updated design and V3 Construction Group's ravine construction experience.

Alderman Preschlack moved to recommend approval to City Council award of the Rosemary Ravine Project to V3 Construction Group in the amount of \$509,650 to include authorization for a 10% contingency for a total of \$560,615. Alderman Notz seconded the motion, which carried unanimously.

IV. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE FACILITIES CONDITION ASSESSMENT & MAINTENANCE PROPOSAL – DAN MARTIN

Superintendent Martin reviewed a presentation on the topic. He explained that a draft City Council write-up on the topic was also included in the meeting packet.

Superintendent Martin provided a detailed overview of the project scope and project budget. He explained the request for proposal (RFP) process staff initiated to solicit firm proposals to meet the project scope. He explained that the process was very competitive and that the City received 13 proposals from qualified firms. Superintendent Martin reviewed the staff RFP review process that included firm interviews. He reviewed the below evaluation/cost table.

Vendor	Evaluation Scoring	Year 1 Total Fee	Year 2 Total Fee	Total Fees (2 Year Cost)
Bureau Veritas	9.40	\$36,549	\$46,927	\$83,476
ISES Corporation	9.13	\$47,615	\$70,940	\$118,555
PROGEA	8.99	\$37,000	\$47,000	\$84,000
NPC	8.90	\$29,950	\$39,050	\$69,000
AMERSCO	8.76	\$13,077	\$27,406	\$40,483
Wold Architects	8.66	\$12,250	\$16,250	\$28,500
AEI	8.60	\$17,296	\$23,496	\$40,792
TRIA Architecture	8.53	\$23,400	\$41,500	\$64,900
NOVA	8.35	\$40,000	\$53,500	\$93,500
Cordogan Clark	8.24	\$26,040	\$46,484	\$72,524
STANTEC	8.09	\$216,502	\$285,227	\$501,729
Williams Architects	7.96	\$126,500	\$165,100	\$291,600
FGM Architects	7.89	\$82,776	\$112,568	\$195,344

Superintendent Martin explained that Bureau Veritas submitted the overall strongest proposal. He explained that the staff review team was very impressed with Bureau Veritas asset management program, comprehensive facility summary reporting, and benchmarking analysis. He reviewed a tentative schedule for the first year.

The Committee and staff discussed the buildings included in this assessment process, the proposed tentative schedule, how the reports will be utilized for CIP planning purposes, Bureau Veritas local presence, and the selection of Bureau Veritas and their proposal cost. Chairman Buschmann recommended that the City Council write-up include language identifying Bureau Veritas as not submitting the overall lowest cost proposal and the added benefits in selecting their firm to the City.

Alderman Preschlack moved to recommend approval to City Council award of the Facilities Condition Assessment & Maintenance Proposal to Bureau Veritas in an amount of \$83,476 over a two-year period. Alderman Notz seconded the motion, which carried unanimously.

V. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE COMPOST CENTER'S YARDWASTE OPERATIONS AGREEMENT – DAN MARTIN

Superintendent Martin reviewed the below summary presentation slide on the topic.

COMPOST CENTER'S YARDWASTE TRANSFER AGREEMENT

- FY21 budget \$109,000; FY21 – FY23 budget \$327,000
- Previous contract expired with contractor operating and processing yardwaste onsite
- City received only one proposal for operating and processing yardwaste onsite

FIRM	COST PER CUBIC YARD YEAR 1	COST PER CUBIC YARD YEAR 2	COST PER CUBIC YARD YEAR 3	AVERAGE COST PER CUBIC YARD
Thelen Materials	\$8.59	\$8.75	\$8.90	\$8.74
Mulch Center	\$10.62	\$11.61	\$12.60	\$11.61
American Pallet Co.	\$23.86	\$23.86	\$23.86	\$23.86

*5-year annual yardwaste range 9,000 – 12,000 cubic yards

- Requesting the full annual \$109,000 budgeted
- Requesting unused annual funds for Compost Center improvements (e.g. netting, asphalt repairs, dumpsters, etc.)
- Staff recommends awarding the three-year agreement with an option for two, one-year extensions for the Compost Center's Yardwaste Transfer Agreement to Thelen Materials



The Committee and staff discussed the two additional one-year options, other community yardwaste models, the uniqueness of the City's Compost Center, and the process of transferring the City's yardwaste by the contractor.

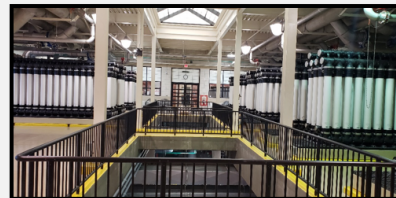
Alderman Preschlack moved to recommend approval to City Council award of a three-year agreement with an option for two, one-year extensions for the Compost Center's Yardwaste Transfer Agreement to Thelen Materials. Alderman Notz seconded the motion, which carried unanimously.

VI. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE WATER PLANT CONSULTING SERVICES PROPOSAL – DAN MARTIN

Superintendent Martin reviewed the below summary presentation slide on the topic.

WATER PLANT CONSULTING SERVICES PROPOSAL

- Project budget – no specific budget; Water Plant operating accounts
- RFP issued April 24 to select two Water Plant consultant services firms to provide consulting services for components of the Lake Forest Ultrafiltration Membrane Water Plant via 3-year agreements
 - Support Water Plant operations on small scale special projects
 - \$0 - \$75,000 project range, most projects < \$25,000, any project > \$25,000 will seek City Council Approval
 - Prior agreement with firm expired this year
- Three proposals received:
 - Donohue & Associates, Inc.
 - Strand Associates, Inc.
 - Horner & Shifrin, Inc.
- Proposals reviewed and evaluated based on firm qualifications, Water Plant project experience, fee schedule, and references by City RFP Committee
- Staff recommends awarding three-year agreements to Donohue & Associates, Inc. & Strand Associates, Inc. to provide consulting services for components of the Lake Forest Ultrafiltration Membrane Water Plant



VII.

The Committee and staff discussed the decision to select two firms to provide consulting services, and the fee schedules/rates submitted by the firms included in their agreements.

Alderman Preschlack moved to recommend approval to City Council award of three-year agreements to Donohue & Associates, Inc. and Strand Associates, Inc. to provide consulting services for components of the Lake Forest Ultrafiltration Membrane Water Plant. Alderman Notz seconded the motion, which carried unanimously.

VIII. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL THE CONTRACT FOR IDOT RTE. 41 & DEERPETH IMPROVEMENT – MIKE THOMAS

Director Thomas reviewed a project map of the area and the below summary presentation slide on the topic.

AGREEMENT FOR IDOT RTE. 41 & DEERPETH IMPROVEMENT
<ul style="list-style-type: none">• Agreement between the State & the City for the Rte. 41 and Deerpath Pump Station Project• State agrees to...<ul style="list-style-type: none">• Construct a new pump station at the southwest corner of Deerpath Road and Ahwahnee Lane• Construct two new detention basins on the City owned Deerpath Golf Course property• Construct a new bypass storm sewer north of Deerpath Road• Pay for all right of way, construction and engineering costs• Pay for the golf course restoration, including design engineering and construction supervision (\$630,033)• Pay for tree replacement (\$63,050)• City agrees to...<ul style="list-style-type: none">• Accept maintenance and jurisdiction of the new Pump Station and two detention basins• Fully restore the impacted portion of the golf course, including the irrigation system

The Committee and staff discussed IDOT's property rights, the City Attorney's Office review of the contract, the project schedule following both the City's and State's approval of the contract, and the State's reimbursement process.

Alderman Preschlack moved to recommend approval to City Council the contract for IDOT Rte. 41 & Deerpath Improvement Project. Alderman Notz seconded the motion, which carried unanimously.

PUBLIC COMMENT

There was no additional public comment.

NEXT MEETING

The Committee agreed to meet next on July 8, 2020 at 2 P.M. The Committee had discussions about meeting length going forward.

ADJOURNMENT

Alderman Preschlack moved to adjourn the meeting of the Public Works Committee at 3:53 P.M. Alderman Notz seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockefeer Jr.
Management Analyst