

**PUBLIC WORKS COMMITTEE MEETING  
WEDNESDAY, APRIL 6, 2022 – 4:00 P.M.  
REMOTE ACCESS MEETING – ZOOM  
MINUTES**

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

Chairman Jim Preschlack called the virtual meeting to order at 4:10 P.M. Aldermen Jennifer Karras and Ted Notz were present.

Chairman Preschlack stated that in accordance with state statute, he made the determination that it was not practical or prudent to schedule an in-person Public Works Committee meeting because of the COVID-19 pandemic, and therefore the meeting was being held remotely.

Staff virtually attending the meeting included Michael Thomas, Director of Public Works; Dan Martin, Superintendent of Public Works and Jim Lockfefer, Assistant to the Director of Public Works.

**II. NEW BUSINESS / ACTION ITEMS**

**1. APPROVAL OF MARCH 3, 2022 PUBLIC WORKS COMMITTEE MEETING MINUTES**

Alderman Notz moved to approve the March 3, 2022 Public Works Committee meeting minutes. Chairman Preschlack seconded the motion, which carried unanimously.

**2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF THE CITY ENGINEERING SERVICES AGREEMENT**


Director Thomas reviewed the below summary presentation slide on the topic.

**CITY ENGINEERING SERVICES**

- To serve as City Engineer and Surveyor as-needed to fulfill statutory requirements
  - Technical plan-review and approval of permit-projects
  - Technical assistance and advisor for the Planning Commission
  - Public project plan review and general professional engineering services as needed
- One year agreement (5/1/22-4/30/23) with two additional one-year optional renewals
- Staff initiated RFP process- 11 plan-holders and two proposals received.
  - Reviewed experience, qualifications, specialized capabilities, proximity and ability to perform on time, and fees

Consultant Firm	Fee Schedule
Gewalt Hamilton Associates, Inc. (GHA)	\$160
James Anderson Company	\$135

- Dan Strahan with GHA has been in this role since 2013
- Non-Reimbursable Budget: FY2023 \$43,000
- Reimbursable Budget:Varies based on number of plan-reviews which is driven by developments (FY2022 projected expenses \$40,000)
- **Action requested: PW Committee recommends City Council award a One-Year Professional Services Agreement for the City Engineering Services to Gewalt Hamilton Associates, Inc., and Authorize the City Manager to Execute an Agreement in an Amount Not to Exceed \$43,000**



The Committee and City staff discussed benefits of a third-party firm providing City Engineering Services, other surrounding municipalities that utilize third-party engineering services, the staff City review process of the two proposals received, the Engineering Section's permit review process.

Alderman Notz moved to recommend to City Council award of a one-year professional services agreement for the City Engineering Services to Gewalt Hamilton Associates, Inc., and authorization of the City Manager to execute an agreement in an amount not to exceed \$43,000. Alderman Karras seconded the motion, which carried unanimously.


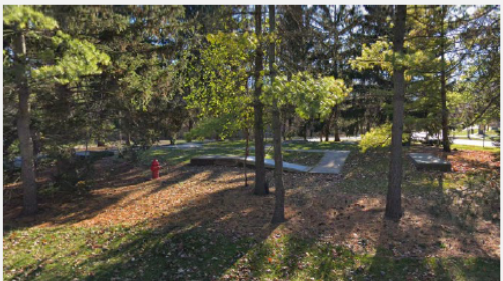
### 3. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF BID FOR THE SPRUCE LIFT STATION PUMP REPLACEMENT PROJECT

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

## SPRUCE LIFT STATION PUMP REPLACEMENT PROJECT

- FY22 Water Fund Capital Improvement Program Budget – \$100,000
- Spruce & Sheridan Wastewater Lift Station is the largest lift station out of the five stations located throughout the City
  - Wastewater Lift Stations: Spruce & Sheridan, Villa Turicum, Bluffs Edge, Westfork (SW) and Willow Lakes
  - Lift stations collect wastewater at lower elevations that are discharged directly to the North Shore Water Reclamation District
- Sought bids to replace three of the six pumps at the Spruce & Sheridan Lift Station
  - All three sewer pumps are 35 years old and have been rebuilt several times since being installed in 1987; remaining pumps still have some remaining EUL
  - Costs to rebuild older sewer pumps exceeds the cost of a new sewer pump
- Received two bids
 

Firm	Bid \$
Northern Divers USA	\$94,725
Illinois Pump	\$112,758
- Northern Divers has completed favorable work previously for the City
- Action requested: PW Committee recommends City Council award of bid to Northern Divers USA to purchase and install three new pumps for the Spruce and Sheridan Sanitary Lift Station for the Sum of \$94,725 Plus a 5% Contingency of \$4,750 for a Total of \$99,475**

The Committee and City staff discussed the health of the City's sanitary sewer system, redundancy and contingency planning measures featured within sanitary sewer lift stations, areas in town that utilize septic systems, and the construction of the Spruce Lift Station by the State in the 1990s.

Alderman Notz moved to recommend approval to City Council award of bid to Northern Divers USA to purchase and install three new pumps for the Spruce and Sheridan Sanitary Lift Station for the Sum of \$94,725 Plus a 5% Contingency of \$4,750 for a Total of \$99,475. Alderman Karras seconded the motion, which carried unanimously.

### III. ASSET, INFRASTRUCTURE, & SERVICE HIGHLIGHTS

ASSET, INFRASTRUCTURE, & SERVICE HIGHLIGHTS		
Operating Section	Primary Service	Description
<b>Streets</b>	Pavement Maintenance	Asphalt, concrete repairs, sidewalks, signs, striping and litter collection
	Lighting: Electric & Gas Lights	Maintenance of City electric street lights and intersection signalization
	JULIE Locates	Locating underground utilities
	Gas Light Conversion	Conversion of all City gas lights to LED technology (fixture & electrification)
	Sweeping	Sweep City streets to reduce the debris blocking and entering the storm sewer system
<b>Sanitation</b>	Refuse Collection	Bi-weekly; top of drive collection
	Recycling	Once weekly, curbside collection
	Compost Center	City operated for disposal of recyclables, yard waste, metal and electronics
	Yard Waste	Bi-weekly; curbside collection
<b>Water &amp; Sewer</b>	Sewer Maintenance	Repairs, cleaning, catch basins/manholes and maintenance of sanitary and storm sewer system
	Water Meter Reading	Meters are read monthly to collect regular billing data, identify unreasonably high or low water usage, or malfunctions with the meter
	Water Mains	Maintenance of City's water mains, including valves, fire hydrants and taps
	JULIE Locates	Locating underground utilities
<b>Water Plant</b>	Production	Production of potable water (water reservoir and elevated tank), including IDNR and EPA record-keeping
	Equipment Maintenance	Maintenance of pumps, valves, generators and sewer lift stations
<b>Fleet</b>	Equipment/Vehicle Repair	Maintenance of all City-owned vehicles/equipment, including improvements to new and existing equipment
	Capital Purchases	Specifications/bidding of equipment needed for City Fleet
<b>Building Maintenance</b>	Capital Repairs	Electrical, carpentry, plumbing and roof repairs for all City buildings, including planning and designing upgrades and replacements of facilities
	Janitorial Services	Specifications, bidding and monitoring
<b>Engineering</b>	Permitting/Plan Review	Review and issuance of permits and oversight of development plans
	Enforcement/ Inspection	Field supervision of construction projects to include - asphalt, sidewalk, sewer and water mains
	Capital Improvement Project Specifications	Provide design and specifications for all City infrastructure projects
	Environmental and Aesthetics Considerations	When possible, with both capital projects and Department operations, consider environmental and aesthetic features based upon cost/benefit analysis
<b>All Sections</b>	Snow & Ice Control	Plowing and treatment of all City streets, parking lots, sidewalks and public buildings

The Committee discussed scheduling a tour over the summer of the sanitary sewer lift stations.

### IV. FY '23 PROJECT ROADMAP STATUS CHART

PROJECT ROADMAP – CAPITAL FUND				
Project	Asset Category	% Complete	Notes	
Waveland Park: W Parking Lot Resurface & Expansion	Parking Lot	10%	Bids reviewed by PWC 2/17; CC approved 3/7; start mid-July	
Forest Ave Parking Lot Resurfacing	Parking Lot	10%	Bids reviewed by PWC 2/17; CC approved 3/7; start early August and complete by Labor Day; work to accommodate Rec concert	
Public Safety Fire Garage Roof Replacement	Facility	10%	Bids reviewed by PWC 3/3; seek CC approval 4/4; project to occur this summer	
Elawa / City Hall / CNW Tuckpointing	Facility	0%	Bid opportunity to be posted in May; work to be completed fall 2022	
Annual Pavement Resurfacing & Patching Program	Road	10%	Bids reviewed by PWC 2/8; CC approved 2/22; Start early May	
Waukegan & Everett Intersection- Metra Upgrades	Road	0%	Still finalizing funding agreements with Metra	
Deerpath Streetscape Project Phase II Design	Road	15%	Proposals reviewed by PWC 1/10; proposal awarded by CC 1/18; approved firm has begun preliminary design efforts; submitting ITEP application for construction funding October 2022	
Annual Concrete Sidewalks & Curbs Repairs	Road & Sidewalk	5%	Bids reviewed by PWC 3/3; seek CC approval 4/4; start early June	
Pavement Management Program	Road & Paths	10%	Proposals reviewed by PWC 2/17; proposal awarded by CC 3/7; start early May	
RT. 60 Bike Path Phase II Design (Academy-Field Dr)	Path	5%	RFQ posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/16; design funding and construction funding secured from ITEP	
Illinois & Woodland Pedestrian Bridge Construction	Bridge	10%	Bids reviewed by PWC 11/22; CC approved 12/6; Woodland Bridge will be replaced 6/27 – 8/6 (during summer 2022 after LFHS is out), Illinois Bridge will be replaced concurrently or during the fall	
Lake-Woodbine Bridge Reconstruction Design PH 1/2	Bridge	40%	HPC approval 3/16; finalizing Phase I Design; Phase II RFP late summer early fall	
McLennon-Reed Bridge Repairs Design	Bridge	5%	RFP posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/2; design to be substantially completed by September 2022	

## PROJECT ROADMAP – CAPITAL FUND (CONTINUED)

Project	Asset Category	% Complete	Notes
Rockefeller/McCormick/Loch Ravine Design	Ravine	5%	RFP posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/2; design to be substantially completed by September 2022
Seminary Ravine Improvements - Design	Ravine	5%	RFP posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/2; design to be substantially completed by September 2022
Capital Equipment - All Funds	Capital Equipment	60%	Majority of F.Y. 23 equipment ordered.
Burr Oak Storm Sewer Construction	Storm Sewer	5%	Bids reviewed by PWC 3/3; seek CC approval 4/4; construction May 2022 – October 2022; open house scheduled 4/14 at LFHS
Ahwahnee Road Storm Sewer Upgrade Design	Storm Sewer	5%	RFP posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/2; cost estimate to be completed by September 2022
Annual Storm Sewer Lining Program	Storm Sewer	0%	Due to MPI price increases, project will be re-bid
Forest Park Bluff Slope Stabilization	Forest Park Bluff	0%	Design efforts 75% complete; confirming design assumptions post snow melt and springtime rains prior to design finalization; bid for construction to be posted in June; construction September 5, 2022 – May 24, 2023
ADA Transition Plan	Facility / Parks / Roads / Sidewalks	5%	RFP posted; planning to bring proposals to 4/19 PWC and seek CC approval 5/2; plan to be completed by March 1, 2023
Gas Lights	Street Lighting	5%	2022-23 construction work to begin mid-April

## PROJECT ROADMAP – WATER FUND

Project	Asset Category	% Complete	Notes
Deerpath Watermain Replacement (Ahwahnee Ln-Golf)	Water	70%	Bids reviewed by PWC 2/8; CC approved 2/22; construction to be completed by mid-May
Pump VFD Upgrade	Water	5%	Bids reviewed by PWC 2/17; CC approved 3/7;
Water Plant: Membrane Filter Modules	Water	0%	Seeking CC approval 5/16; modules deliver in June and installed
Spruce and Sheridan Pump Replacement	Sanitary	5%	Bids received; PWC review 4/6; seek CC approval 4/18; new pumps 15-week lead time

The Committee and City staff discussed the ComEd Bridge Replacement Project, Deerpath Water Main Replacement Project, the resurfacing of Deerpath Road, potential opportunities to thank the community once all major projects on Deerpath Road are completed, the State's Pump Station Project, completing a video recording for residents to view the inside of the completed Pump Station building, and the Deerpath Streetscape Project.

### V. BUDGET / HIRING / INNOVATION UPDATES

There were no discussions on Budget / Hiring / Innovation Updates.

### VI. PUBLIC COMMENT

There was no Public Comment.

### VII. NEXT MEETING – April 19, 2022

The Committee agreed to meet both on April 19, 2022 and April 27, 2022.

**VIII. ADJOURNMENT**

Alderman Notz moved to adjourn the meeting of the Public Works Committee at 5:09 P.M. Alderman Karas seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockefeer Jr.  
Assistant to the Director of Public Works