

**PUBLIC WORKS COMMITTEE MEETING
MONDAY, APRIL 1, 2024 – 5:00 P.M.
CITY HALL – UPSTAIRS CONFERENCE ROOM
MINUTES**

I. ROLL CALL/CALL TO ORDER

Alderman Eileen Looby Weber called the meeting to order at 5:03 P.M. Alderman Ted Notz was in attendance. Chairman Ara Goshgarian joined the meeting at approximately 5:15 P.M.

Staff attending the meeting included Michael Thomas, Director of Public Works; Byron Kutz, Superintendent of Engineering; Dan Martin, Superintendent of Public Works; Chuck Myers Superintendent of Parks & Forestry and Jim Lockfeer, Assistant Director of Public Works.

II. NEW BUSINESS / ACTION ITEMS

1. APPROVAL OF THE MACH 4, 2024, PUBLIC WORKS COMMITTEE MEETING MINUTES

Alderman Notz moved to approve the March 4, 2024, Public Works Committee meeting minutes. Alderman Weber seconded the motion, which carried unanimously.

2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF BID FOR THE 2024 RESURFACING & PATCHING PROGRAM – BYRON KUTZ

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

2024 PATCHING & RESURFACING PROJECT

- Bid together with Lake Bluff for economies-of-scale
- FY2025 Budget total \$1,085,000
 - Resurfacing (MFT): \$1,000,000; Patching (CIP): \$85,000
- City Council approved resolution appropriating MFT on February 5, 2024
- Received three bids- March 28, 2024 (see chart)
- Last year: 3.1 miles of streets resurfaced (total budget \$1,500,000)
- Proposed: 2 miles of streets proposed to be resurfaced (total budget \$1,000,000)
- Award the resurfacing at the full amount of \$1,000,000
- Award the patching at the full amount of \$85,000
- Any remaining MFT budget at end of project goes back into unobligated MFT account

Contractor Firm	Combined Bid Amount (patching & resurfacing)
Schroeder Asphalt Services, Inc.	\$1,784,660.30
Peter Baker & Son Co.	\$1,817,662.24
J.A. Johnson Paving Co.	\$2,062,543.07



- **Action requested: PW Committee Recommends City Council Award of the Low Bid for the 2024 Patching & Resurfacing Project to Schroeder Asphalt Services, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$1,085,000**

The Committee and City staff discussed the current list of streets that were identified to be resurfaced.

Alderman Weber moved to recommend to City Council award the low bid for the 2024 Patching & Resurfacing Project to Schroeder Asphalt Services, Inc., and authorize the City Manager to execute an agreement in the amount not to exceed \$1,085,000. Alderman Notz seconded the motion, which carried unanimously.

3. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF ENGINEERING DESIGN SERVICES FOR THE SCOTT-WISCONSIN AND GRIFFITH-WOODLAND STORM SEWER IMPROVEMENTS PROJECT – BYRON KUTZ

Superintendent Kutz reviewed the below summary presentation slides on the topic.

SCOTT-WISCONSIN AND GRIFFITH-WOODLAND STORM SEWER IMPROVEMENTS

PHASE II DESIGN ENGINEERING SERVICES

- Small storm sewer projects were identified by operations staff due to the frequency and severity of flooding
- Flooding blocks intersections and encroaches onto adjacent private property
- Replaces aging and undersized storm sewers to properly convey stormwater and alleviate flooding consistent with the minimum level of design
- Scope includes project design and specifications, preliminary and final cost estimates, and development of construction documents
- Construction: Scott-Wisconsin FY26, Griffith-Woodland FY27

SCOTT-WISCONSIN AND GRIFFITH-WOODLAND STORM SEWER IMPROVEMENTS

PHASE II DESIGN ENGINEERING SERVICES

- Staff initiated RFP process; four proposals received

Consultant Firm	Proposal Amount
James Anderson Company	\$14,400
Gewalt Hamilton Associates, Inc.	\$40,400
Valdes Architecture & Engineering	\$61,800
SE3, LLC	\$110,440

- Staff reached out to James Anderson Company and determined that their proposal does not include sufficient hours to complete scope
- FY2025 Budget: \$45,000
- Final cost estimates due in early October prior to FY26 budget submittal
- **Action requested: PW Committee recommends City Council Award Design Engineering Services for the Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvements to Gewalt Hamilton Associates Company, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$40,400 to Include a 5% Contingency in the Amount of \$2,020 for a Total Cost of \$42,420**

Alderman Weber moved to recommend to City Council award design engineering services for the Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvements to Gewalt Hamilton Associates Company, Inc., and authorize the City Manager to execute an agreement in the amount of \$40,400 to include a 5% contingency in the amount of \$2,020 for a total cost of \$42,420. Alderman Notz seconded the motion, which carried unanimously.

4. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF AN EXTENSION FOR THE WATER VALVE EXERCISING PROGRAM MPI BID – DAN MARTIN
 Superintendent Martin reviewed the below summary presentation slide on the topic.

VALVE EXERCISING PROGRAM BID

- Annual program included in Operating Capital Budget
- Exercising valves throughout distribution system ensures reliable valve operation & maintains water quality
 - Each valve in designated annual zones is operated through full closing/opening cycle
 - Exercising prevents valve rust build up that could render the valve inoperable or prevent tight shutoffs; ensures reliability to immediately isolate water lines for main breaks & extends valves useful life
- Program utilizes GIS to record detailed valve info (i.e. location, number of turns, size, close direction)
- Municipal Partnering Initiative (MPI) Program bid with Glenview, Niles and North Chicago
- June 5, 2021, City Council award a three-year Valve Exercising Program bid to Wachs Water Services in the amount of \$52,245
- Three-year agreement with option for two additional one-year periods
- Contractor has performed favorably past three-years; year-one contract extension sum is \$22,438
- Increased cost due to higher labor & equipment costs; 2024 zone has larger valves
- **Action requested: PW Committee recommends City Council award one-year extension of the City's Contract with Wachs Water Services to provide Valve Exercising Services for the sum of \$22,438**



The Committee and City staff discussed how valve exercising program data is collected, the scope of the program and how much exercising is completed on an annual basis, and how valve repairs are identified and made.

Alderman Notz moved to recommend to City Council award of a one-year extension of the City's contract with Wachs Water Services to provide Valve Exercising Services for the sum of \$22,438. Alderman Weber seconded the motion, which carried unanimously.

5. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF AN EXTENSION FOR THE WATER VALVE LEAK DETECTION PROGRAM MPI BID – DAN MARTIN

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

LEAK DETECTION PROGRAM

- Annual program included in Operating Capital Budget
- Water distribution system consists of approximately:
 - 170 miles of water main
 - 6,800 service connections
 - 1,500 fire hydrants
 - 1,800 valves
- Many leaks surface and are immediately repaired; some go undetected due to leak size or underground travel to storm sewers and ravines
- Leak detection pinpoints undetected leaks through acoustic leak detection method
- Municipal Partnering Initiative (MPI) Program bid with Arlington Heights, Glenview, Niles, Northfield, and Winnetka
- June 5, 2021, City Council award a three-year Leak Detection Program bid to Consulting Engineering, Inc. in the amount of \$60,690
- Three-year agreement with option for two additional one-year periods
- Contractor has performed favorably past three-years; year one contract extension sum is \$22,508
- **Action requested: PW Committee recommends City Council award one-year extension of the City's Contract with Consulting Engineering, Inc. to provide Leak Detections Services for the sum of \$22,508**



The Committee and City staff discussed the scope of the program and how much of the water distribution system has leak detection completed on annual basis, how the program supports the City's IDNR water loss measure, and communications if a leak is detected on a private water service.

Alderman Weber moved to recommend to City Council award of a one-year extension of the City's contract with Consulting Engineering, Inc. to provide Leak Detections Services for the sum of \$22,508. Alderman Notz seconded the motion, which carried unanimously.

III. FY '25 CIP PROJECT SCHEDULE

The Committee and City staff discussed the below summary presentation slides on the topic.

CIP PROJECT SUMMARY CHART – CAPITAL FUND				
Project	Asset Category	% Complete	Project Timeline	Notes
Annual Pavement Resurfacing & Patching Program	Road	0%	May – August	Bids received 3/28/24. Seeking PWC review on 4/1/24 and CC bid approval on 4/15/24.
Crack Sealing Program	Road	0%	Fall 2024	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.
Concrete Streets Repair	Road	0%	June – August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Annual Longline Striping Program	Road	0%	August – September	Seeking PWC review on 6/3/24 and CC approval on 6/17/24.
Waukegan & Everett Intersection (Land Acquisition)	Road	5%	2024	Applied for STP-Shared grant for land-acquisition with pending award notification this fall.
Waukegan & Westleigh Intersection (Land Acquisition)	Road	15%	2024	ROW material provided to both City and School District; coordination and approval process underway.
Westleigh Resurfacing (41-Western) Phase I Design	Road	0%	TBD	Seeking PWC review on 6/17/24 and CC approval on 7/15/24. Project was not awarded grant funding but placed on contingency list.
Deerpath Intersection Traffic Light/Crossing Improvements	Road / Sidewalk	0%	June – Early August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24. Work to occur when schools are on summer break.
Concrete Sidewalk/Curb Replacement	Road / Sidewalk	0%	June – August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Whispering Oaks Sidewalk Connections (SRTS) Design PH 2	Sidewalks	10%	Fall 2024	Phase I design approval received, Phase II design began early 2024.
Gas Light Conversion Program	Parkway	5%	Spring – Fall	2024 conversions underway. Three lights completed on Sheridan. Current focus is on six lights on Waveland and Hilldale.
McClory Bike Path Resurfacing (Ryan to Illinois)	Path	0%	Summer 2024	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.

Highlighted projects represents the project was updated since the March 4, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Deerpath Streetscape – Design PH 2	Streetscape	55%	Summer / Fall 2024	Phase II design progressing. Construction anticipated to begin Spring 2025.
CBD Infrastructure Improvements – Design	Streetscape	0%	June – October	Seeking PWC review on 5/20/24 and CC approval on 6/3/24. Subject to project scope being defined in Spring 2024.
McLennon-Reed Bridge Repairs – Design	Bridge	90%	Winter 2024	Design progressing.
McLennon-Reed Bridge Repairs – Construction	Bridge	0%	January 2025 – June 2025	Staff intends to align construction with Lake-Woodbine Bridge Project to minimize overall construction impacts to Lake Road residents.
Lake-Woodbine Bridge Reconstruction – Design PH 2	Bridge	80%	Summer 2024	Phase II design underway and progressing.
Lake-Woodbine Bridge Reconstruction – Construction	Bridge	0%	December 2024 – September 2025	Working towards bidding with State's bid process for August 2024.
2024 Bridge Inspections	Bridge	0%	May	Inspections anticipated to start May.
Ringwood Bridge Replacement Phase I Design	Bridge	0%	2024 – 2025	Seeking PWC review on 5/20/24 and CC approval on 6/3/24.
Elawa Parking Lot Resurfacing and Expansion – Construction	Parking Lot	5%	April – May	Construction to occur in April & May of 2024.
ADA Transition Plan	Facilities / Right of Way / Parks	60%	April	Facility visits completed. First draft of plan in completed. Staff review underway.

Highlighted projects represents the project was updated since the March 4, 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%	May – August	Staff presented project to HPC; project returned to HPC and was approved. Construction bid documents being developed.
Public Safety Water Cooled Chiller Replacement	Facility	50%	April - May	Project underway with anticipate compl
North Beach Building & Pavilion Roof Replacement	Facility	5%	September – October	Seeking PWC bid review on 6/3/24 and CC bid approval on 6/17/24. Construction to occur after Labor Day.
Grove Campus Roof Replacements	Facility	10%	April – May	CC bid approval on 2/20/24. Work to begin in mid-April and estimated completion is late May.
Rec Center HVAC Replacements (RTUs)	Facility	0%	June – July 2024	Seeking PWC review on 6/3/24 and CC approval on 6/17/24.
Forest Park Bluff Slope Stabilization	Forest Park / Beach	90%	September 5, 2023 – March 2024	Construction began 9/5/23. Substantially complete with remaining restoration following boardwalk construction.
Forest Park Boardwalk	Forest Park / Beach		March – May 2024	Boardwalk Project: Received construction bids and fundraising efforts for the needed \$750,000 continues via Park and Recreation Foundation. Construction schedule to be discussed at the 4/1/24 CC.
Sailboat Compound Expansion	Forest Park / Beach	10%	Spring 2024	Seeking approval via City Manager authority.
Beach Restoration (Sand Replenishment)	Forest Park / Beach	0%	September – November 2024	Seeking PWC review on 7/15/24 and CC approval on 8/5/24.

Highlighted projects represents the project was updated since the March 4, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Tennis Surface Maintenance (Northcroft/Waveland/Everett)	Parks	0%	TBD	Seeking PWC bid review on 4/15/24 and CC bid approval on 5/6/24.
West Park: Tennis Court Design	Parks	0%	May – September	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.
West Park: Tennis Court Construction	Parks	0%	TBD	Seeking PWC review on 8/5/24 and CC approval on 9/3/24.
Northcroft Park: Handball Courts Installation	Parks	0%	Fall 2024	Seeking PWC review on 6/17/24 and CC approval on 7/15/24
Cemetery Ravine Restoration – Design	Ravine	0%	May – September	Seeking PWC bid review on 4/15/24 and CC bid approval on 5/6/24.
Walden Ravine Bed Restoration – Design	Ravine	0%	May – September	Seeking PWC bid review on 4/15/24 and CC bid approval on 5/6/24.
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.
Annual Storm Sewer Lining Program	Storm Sewer	5%	Fall 2024	Construction anticipated Fall 2024.
Alhahnee Road Storm Sewer Upgrade Design	Storm Sewer	85%	Fall 2024	Design progressing.
Alhahnee Road Storm Sewer Upgrade Construction	Storm Sewer	0%	December 2024 – Spring 2025	Pending possible grant announcement from SMC this Spring 2024.
Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvement Design	Storm Sewer	0%	May – September	Seeking PWC review on 4/1/24 and CC bid approval on 4/15/24.
Stormwater Management Study Update	Storm Sewer	0%	May – September	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.

Highlighted projects represents the project was updated since the March 4, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – WATER FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Membrane Module Replacement	Water	0%	Fall 2024	Seeking PWC review on 6/17/24 and CC approval on 7/15/24.
Water Meter Replacement Project Design	Water	80%	Summer 2024	Vendor demos completed. Technical Report completed. Project will bid out this spring for five-year procurement pricing.
Water Meter Replacement Purchase & Installation	Water	0%	TBD	Seeking PWC review on 7/15/24 and CC approval on 8/5/24.
Pump VFD Upgrade (2 Year)	Water	90%	May	First year contract completed; second year VFDs to be completed by May 2024.
Water Plant Intake Cleaning	Water	50%	Early Summer 2024	Work to be completed early May 3/4/24.
Watermain Replacements (Field/Spring/Mayflower) & Valve Repairs	Water	0%	Summer – Fall 2024	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Elevated Tank Painting	Water	0%	June – September	Seeking PWC review on 5/17/24 and CC bid approval on 7/15/24.
Annual Sanitary Sewer Lining Program	Sanitary	5%	Fall 2024	Construction anticipated Fall 2024.
Dye Testing	Sanitary	60%	Spring – Summer 2024	Dyt Testing underway.
Manhole Lining and I&I Repairs	Sanitary	0%	Summer – Fall 2024	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Highlighted projects represents the project was updated since the March 4, 2024, PW Committee meeting				

The Committee and City staff discussed various projects that included the Elawa Parking Lot Project.

IV. PUBLIC COMMENT

There was no Public Comment.

V. NEXT MEETING – APRIL 15, 2024

Director Thomas explained that he will follow up with the Committee via email to schedule the next meeting. He explained that the next meeting was going to be scheduled for April 15, 2024.

VI. ADJOURNMENT

Alderman Notz moved to adjourn the meeting of the Public Works Committee at 5:38 P.M. Alderman Weber seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockfeer Jr.
Assistant Director of Public Works