

**MINUTES**  
**Public Works & Boundaries Meeting**  
**February 14, 2017 – 6:45 p.m.**  
**Council Chambers at**  
**Tinley Park Village Hall**  
**16250 S. Oak Park Ave.**  
**Tinley Park, IL 60477**

Members Present: B. Younker, Chairman  
B. Maher, Village Trustee

Members Absent: J. Vandenberg, Village Trustee

Other Board Members Present: D. Seaman, Mayor  
T. J. Grady, Village Trustee  
M. Pannitto, Village Trustee

Staff Present: D. Niemeyer, Village Manager  
B. Bettenhausen, Village Treasurer  
S. Tilton, Assistant Village Manager  
K. Workowski, Public Works Director  
J. Urbanski, Assistant Public Works Director  
P. Wallrich, Interim Community Development Director  
P. Hoban, Economic Development Manager  
C. King, Village Engineer  
L. Godette, Deputy Clerk  
B. Bennett, Commission Secretary

**Item #1** - The meeting of the Public Works Committee Meeting was called to order at 6:56 p.m.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS AND BOUNDARIES COMMITTEE MEETING HELD ON JANUARY 31, 2017** - Motion was made by Trustee Maher, seconded by Trustee Younker to approve the minutes of the Public Works and Boundaries Committee Meeting held on January 31, 2017. Vote by voice. Chairman Younker declared the motion carried.

**Item #3 – DISCUSS WORK ORDER SYSTEM SOFTWARE UPGRADE** – John Urbanski, Assistant Public Works Director stated the Public Works Department currently utilizes Cartegraph Navigator for tracking work orders. Cartegraph Navigator has been in place for many years and has now reached a mature status no longer meeting the needs of the department. While the staff does make limited use of the system, it is severely outdated, no longer supported by the manufacturer and prohibits management from generating useful statistics regarding labor, material and equipment usage. All of the data gathered is being finalized manually. This is an inefficient use of time and resources for all involved in the process. After a 2-year long extensive review of available software, it was determined that the best use of over 10 years of existing data was to upgrade the current Cartegraph software as opposed to a new provider that would require cumbersome and costly amounts of data transfer.

The scope of the project is an upgrade to Cartegraph OMS allowing the department to improve productivity as well as reduce costs. The ultimate goals of the Public Works Department as prescribed to Cartegraph were as follows:

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- Offer the ability for “web-based” software that reduces the requirements of our Village IT Department
- Improve our current capability with regards to operations, work requests and assets
- Offer greater technology to improve efficiency of labor
- Create a request process that minimizes the ongoing issue of repeat work orders
- Assist with inventory control and/or offer the ability to import data from chosen software
- Ultimately improve Public Works efficiency and show ROI with cost and labor reductions by utilization of upgraded software

The project will be implemented in a 3 year phase, with the first phase beginning on or about May 1, 2017. If the committee is supportive of the recommended upgrade, staff will make the appropriate requests in the FY18 & FY19 budgets to implement years 2 & 3 of the program. Additionally, requesting Cartegraph to assist with integration of existing Village software (GIS and Eden) will allow data tracking to be more accurate by eliminating the need to manually enter this information.

• Year 1 sub-total	\$141,862.50
• Year 2 sub-total	\$ 68,462.50
• Year 3 sub-total	\$ 68,462.50
<b>Total Cost (3 year term)</b>	<b>\$272,787.50</b>

Budget – Funds are budgeted and available in FY17 Capital Fund

• Year 1 Budget Amount	\$153,203.00
• Year 1 Contract Amount	\$141,862.50

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**Difference – UNDER BUDGET                      \$ 11,340.50**

Village Manager, Dave Niemeyer gave kudos to Kevin Workowski, John Urbanski and Bonnie Johnson for taking this project on and working to get this completed.

Motion was made by Trustee Maher, seconded by Trustee Younker to recommend approval of a 3-year contract with Cartegraph Systems, Dubuque, IA for the Work Order System software upgrade in the amount of \$272,787.50. Vote by voice. Chairman Younker declared the motion carried.

**Item #4 – DISCUSS OAK PARK AVENUE PHASE I & II** – Village Engineer Chris King stated the Village has received the approval from IDOT on December 29, 2016 for Phase I of the Oak Park Avenue Reconstruction. In order to proceed with Phase II Engineering, the Village Board needs to authorize the engineering and then draft agreements need to be forwarded to SSSMA and IDOT. Estimated approval of agreements can take upwards of 6 months but this time varies. Because of the funding source, the Phase II engineering cannot begin until these agreements are approved by the State.

Phase II design will precede immediately after agreement approval. Pre-Final plans will be due in August 2017 or October 2017 on target for the January 2018 or March 2018 letting, respectively. While January is preferred, both lettings should allow for construction to be completed in the 2018 construction season.

Phase II Engineering is allocated \$75,000 with the Village responsible for 20%. Construction and Construction Engineering is allocated a total of \$2,200,000 of which the Village is responsible for 30%. Preliminary Cost estimates show that this project is on target for the allotted funding level.

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**ITEM #5 – RECEIVE UPDATE ON 84<sup>TH</sup> AVE. GRANT INCLUDING COOK COUNTY INVOLVEMENT**–Village Engineer Chris King stated the Village has been successful in getting advanced funding, through the South Suburban Mayors & Mayors Associate (SSMMA) Surface Transportation Program ( STP), for the resurfacing of 84<sup>th</sup> from 159<sup>th</sup> Street to 171<sup>st</sup> Street. The amount of the funding is approximately \$1,287,000.

Because the roadway is unique in that it is shared jurisdiction between the Village and Cook County (the Village owns the parking lanes which is about 30% of the roadway surface), the Village has requested that Cook County share in the local match portion of the project. The county staff has initially declined participation and encouraged the Village to submit this project for funding through the *Invest in Cook* program. Awards for that program will be made in July.

In order to meet the aggressive timeframe of getting the project bid this year, the Village will be responsible for 100% of the Phase I and Phase II engineering costs and the local match of 20% for the Phase III engineering costs, for a total estimate of \$101,000. Cook County would have been responsible for the local match of 20% of the construction component, estimate at \$192,000.

The Village must decide if it is willing to move forward with the project, and be prepared to cover the additional \$192,000 cost, if Cook County ultimately does not participate in the project. In order to qualify for the advance funding, the Village must complete final plans by this spring.

Motion was made by Trustee Maher, seconded by Trustee Younker to apply for an Invest in Cook Grant to complete the 84<sup>th</sup> Ave resurfacing. Vote by voice. Trustee Younker declared the motion carried.

**ITEM #6 – DISCUSS SIDEWALK GAP PROGRAM** – Public Works Director, Kevin Workowski stated there are 11 locations that Public Works is recommending for consideration to install new public sidewalks. PW is requesting the Public Works Committee to approve the recommended prioritization of locations so assignment of available funding for engineering can be made.

Phase #1 – To be engineered in FY17

1. 175 <sup>th</sup> Street (Ridgeland to the TP High School) S	\$ 8,400
2. Oak Park Avenue (171 <sup>st</sup> to 167 <sup>th</sup> St) E	27,100
3. 80 <sup>th</sup> Ave (183 <sup>rd</sup> St to Killarney Ct) W	16,000
4. Harlem Avenue (170 <sup>th</sup> Pl to Sandy Lane) W	2,100
5. Harlem Avenue (170 <sup>th</sup> St to Hanover Pl) E	3,000
6. Harlem Avenue (Hanover Pl to 168 <sup>th</sup> St) E	2,300
7. Harlem Avenue (168 <sup>th</sup> Pl to 167 <sup>th</sup> St) W	1,700
<b>TOTAL</b>	<b>\$ 60,600</b>

Phase #2 – Funds requested for FY18

8. Harlem Avenue (North of 167 <sup>th</sup> St to 163 <sup>rd</sup> ) E	\$ 79,000
9. Harlem Avenue (North of 167 <sup>th</sup> to 163 <sup>rd</sup> ) W	87,900
10. Harlem Avenue (North of 163 <sup>rd</sup> St) E	20,100
<b>TOTAL</b>	<b>\$187,000</b>

Engineering not needed

11. Brementowne Drive (OPA to Park @ Village Hall)

Phase #1 Funding is budgeted for in the FY17 Road and Bridge Budget \$80,000

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Public Works is recommending that the Village adjust the assignment of budgeted dollars to encompass engineering for sidewalk gapping in order to begin the process and use all of the allotted dollars in the road and bridge budget under engineering.

Motion was made by Trustee Maher, seconded by Trustee Younker to proceed with the Engineering of the Sidewalk Gap Program. Vote by voice. Chairman Younker declared the motion carried.

**ITEM #7 – DISCUSS 175<sup>TH</sup> STREET AGREEMENT WITH THE ILLINIOS DEPARTMENT OF TRANSPORTATION (IDOT) FOR ENGINEERING SERVICES FOR 175<sup>TH</sup> STREET** – Village Engineer, Chris King stated in 2016 the Village authorized a letter of understanding with the Cook County Department of Transportation and Highways (CCDOH) to advance the roadway improvements along 175<sup>th</sup> Street (Oak Park Avenue to Ridgeland Avenue), Ridgeland Avenue (175<sup>th</sup> Street to Oak Forest Avenue), and Oak Forest Avenue (Ridgeland Avenue to 167<sup>th</sup> Street).

This agreement would allow the Village to formally proceed with completing the design plans & bidding specifications. The county will reimburse the Village 100% of the costs associated with the proposed agreement.

The Village will need to approve an intergovernmental agreement with Cook County. When the Village receives the final copy of the agreement, staff will bring it to the Public Works Committee for consideration. However, approval of the IDOT agreement allows the Village to proceed with the necessary engineering work.

Motion was made by Trustee Maher, seconded by Trustee Younker to proceed with the 175<sup>th</sup> Street Agreement with IDOT for Engineering Services. Vote by voice. Chairman Younker declared the motion carried.

**ITEM #8 – RECEIVE COMMENTS FROM THE PUBLIC** – None

**ADJOURNMENT**

Motion was made by Trustee Maher, seconded by Trustee Younker to adjourn this meeting of the Public Works Committee. Vote by voice call. Chairman Younker declared the motion carried and adjourned the meeting at 7:15 p.m.

bb

cc: *Village Board*  
*Village Manager*  
*Assistant Village Managers*  
*Village Treasurer*  
*Deputy Village Clerk*