

MINUTES
Public Works Committee
August 14, 2018 - 6:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: B. Younker, Chairman
 W. Brady, Village Trustee
 M. Glotz, Village Trustee - Arrived 6:47 p.m.

Members Absent: None

Other Board Members Present: M. Pannitto, Village Trustee

Staff Present: D. Niemeyer, Village Manager
 P. Carr, Assistant Village Manager - Arrived 6:46 p.m.
 B. Bettenhausen, Village Treasurer
 J. Urbanski, Assistant Public Works Director
 K. Mulqueeny, Streets Superintendent
 C. Zemaitis, Village Engineer
 P. Connelly, Village Attorney
 L. Valley, Executive Assistant to the Manager and Trustees
 L. Godette, Deputy Village Clerk
 L. Carollo, Commission/Committee Secretary

Item #1 - The Public Works Committee meeting was called to order at 6:32 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JULY 10, 2018 – Motion was made by Chairman Younker, seconded by Trustee Brady, to approve the minutes of the Public Works Committee meeting held on July 10, 2018. Vote by voice call. Chairman Younker declared the motion carried.

Item #3 – DISCUSS PURCHASE OF ADDITIONAL TRUMPET POLE DECORATIONS FOR DOWNTOWN HOLIDAY DECOR - The Village evaluated several options for replacement holiday light pole decorations in 2017, to update and coordinate with the Tinley Park brand. The Village purchased 72 custom, trumpet-shaped light pole decorations for downtown Tinley Park, which encompassed approximately half of the lighting fixtures.

Staff recommended sole source purchase of 72 additional light pole decorations from Artistic Holiday Designs to be placed on the remaining antique light poles in the downtown area. Total cost for materials remains the same at \$44,200, which had been budgeted in the FY-19 Budget. Decoration installation will be included in the Public Works holiday decoration installation bid.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend sole source purchase of 72 holiday light pole decorations from Artistic Holiday Designs for the upcoming holiday season to be placed on the agenda of the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #4 – DISCUSS DOWNTOWN HOLIDAY DECORATIONS - A Request for Proposal (RFP) was requested from a contractor to coordinate and provide seasonal holiday decoration services to include

installation, maintenance, removal, packaging and transport of holiday decorations and purchase additional holiday ornaments and decorations. The targeted downtown sites would include: Oak Park Avenue Train Station, Zabrocki Plaza, Oak Park Avenue and Hickory Street, Vogt Plaza, 80th Avenue Train Station and the remainder of downtown light poles.

The service contract was advertised on July 25, 2018, and four (4) sealed proposals were received by August 8, 2018, at 12 p.m. and recorded by the Village Clerk's office. All four (4) sealed bids were reviewed and rated by a scoring panel, which consisted of K. Mulqueeny, J. Quinn, and M. Murdock. The panel felt B&B Holiday Decorating of Des Plaines, IL provided creative new design ideas for best results, with the highest rating of 95.7. The Village will supply B&B Holiday Decorating with lighting and B&B will be responsible for light maintenance. The Village will be responsible for holiday decoration storage.

Total costs include B&B Holiday Decorating contract of 1 of 3 years in the amount of \$30,266.00 and a one-time purchase of additional decorations of \$18,001.62, totaling \$48,267.62. Funding is budgeted in the FY-19 Budget. If approved, the contract would be renewed annually.

Staff recommended B&B Holiday Decorating service contract approval for the 2018 Christmas Decoration Contract with B&B Holiday Decorating in the amount of \$48,267.62.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend B&B Holiday Decorating service contract approval for the 2018 Christmas Decoration Contract with B&B Holiday Decorating in the amount of \$48,267.62, to be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #5 – DISCUSS NATURALIZED STORMWATER MAINTENANCE - The Village requested a Request for Proposal (RFP) from a contractor to install, maintain and supervise naturalized plant areas at various locations to take place throughout the growing season, April 15 through November 15. Duties would include landscape maintenance and supervision of naturalized areas, upland invasive species management services, aquatic weed and algae management services and site preparation and native planting installations.

The RFP was advertised on July 18, 2018, and three (3) sealed proposals were received by August 8, 2018, at 12 p.m. and recorded by the Village Clerk's office. All three (3) sealed bids were reviewed and rated by a scoring panel, which consisted of K. Mulqueeny, M. Murdock and A. Stahr. Cardno, Inc. of Monee, IL provided a detail-oriented proposal as well as best pricing options overall, with the highest average rating of 93.

Staff recommended Cardno, Inc. service contract approval for the 2018 Naturalized Stormwater Areas Maintenance contract in the amount of \$189,500.00. Funding is budgeted in the FY-19 Budget.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend Cardno, Inc. service contract approval for the 2018 Naturalized Stormwater Areas Maintenance contract in the amount of \$189,500.00, to be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #6 – DISCUSS DOWNTOWN PLANTERS - The Village requested a Request for Proposal (RFP) from a contractor to coordinate and provide seasonal planter installation and maintenance services. The Village has approximately 70 planters and 140 hanging baskets, largely focused around the downtown area along Oak Park Avenue. General services to be performed on a rotating schedule throughout the

year include planter installation services, regular planter maintenance services and planter breakdown, removal and replacement to and from storage when not in use.

The RFP was advertised on July 25, 2018, and two (2) sealed proposals were received by August 8, 2018, at 12 p.m. and recorded by the Village Clerk's office. The sealed bids were reviewed and rated by a scoring panel, which consisted of K. Mulqueeny, J. Quinn, and M. Murdock. The panel identified Ted's Greenhouse, Inc. of Tinley Park as the best option as well as the lowest bid, with the highest average score of 79.

Staff recommended Ted's Greenhouse, Inc. service contract approval for the 2018 Downtown Planters Contract in the amount of \$49,464.32. Funding is budgeted in the FY-19 Budget.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend Ted's Greenhouse, Inc. service contract approval for the 2018 Downtown Planters Contract in the amount of \$49,464.32, to be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #7 – DISCUSS WATER MAIN DESIGN & CONSTRUCTION - Public Works evaluated three (3) water main projects to be engineered in order to propose construction in the 2019-2010 Budget, prioritize and determine replacements. Evaluation includes the amount of main breaks on a part of the system, age of a section and how many residents/businesses affected during shutdowns for repairs. Public Works continues to evaluate the Water Main Replacement program in place to prioritize and replace recommended sections. Annual repairs have historically averaged \$1,000,000. Water main project locations are 174th Street, 70th Avenue and 76th Avenue.

Public Works recommended Baxter & Woodman, Inc. service contract approval for all engineering water improvements in an amount not to exceed \$128,000.00. Funding is available in the approved FY-18 Budget; Engineering 60-72840. Chairman Younker asked the Public Works Committee if there were any questions. Trustee Glotz asked for clarification on travel costs included in pricing. J. Urbanski, Assistant Public Works Director stated he would discuss travel costs further with Baxter & Woodman, Inc. and follow up with the Committee.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend Baxter & Woodman, Inc. service contract approval for all engineering water improvements in an amount not to exceed \$128,000.00, to be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #8 – DISCUSS POST 5 LIFT STATION REDESIGN - Post 5 Lift Station is located on the northwest corner of 171st Street and 80th Avenue, which is the main lift station, pumping approximately 50% or more of the Village's sanitary waste to Metropolitan Water Reclamation District (MWRD) treatment plants. Post 5 Lift Station has met the end of its serviceable life, as this station is approximately 40 years old, has had repeated failures recently and needs to be updated.

Public Works requested Christopher Burke Engineering, LTD. professional services contract approval to engineer and project manage redesigning the Post 5 Lift Station in an amount not to exceed \$125,000.00. Funding is available in the approved FY-18 Budget; Engineering 61-72840. Chairman Younker asked the Committee if there were any questions. Trustee Brady asked how sanitary waste will be pumped while the lift station work is being performed and it was explained there will be bypass station in place during this time. Trustee Glotz stated hourly rates were not itemized or estimated by Christopher Burke Engineering, LTD. It was explained there is an umbrella contract in place with Christopher Burke

Engineering, LTD., which includes their hourly rates, however, Mr. Urbanski stated he will request a scope of hourly rates be made available to the Committee.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend Christopher Burke Engineering, LTD. professional services contract approval to engineer and project manage redesigning the Post 5 Lift Station in an amount not to exceed \$125,000.00, to be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #9 – DISCUSS RESIDENTIAL DRAINAGE IMPROVEMENT CRITERIA

MODIFICATIONS - The Village's current criteria for residential drainage improvements funding were last updated in July 2015, and required completion of a drainage-flooding/encroachment problem complaint form dated May 2009. It requires a residential single-family owner/property to meet eight (8) necessary criteria in order to be considered for funding.

The proposed revised funding criteria requirements allow residents to obtain funding when drainage issues are solely benefiting their property and allow/require them to research, find qualified contractors and obtain necessary quotes the Village also finds acceptable. Standing water must come from an adjacent property, as required in the current criteria and improvements where funding is available must be in easements and public right of way. Funding for any work required outside of these areas will solely be the resident's responsibility.

The current funding request form must be obtained from and returned to the Village. It is analyzed based on approximately seven (7) questions. The proposed funding request is proposed as a rating sheet obtained on the Village website, which contains twenty (20) informational items based on a point system in order to determine priority of improvements and assists the Village in determining which projects can/should be funded. Maximum available funding assistance per project is \$2,000 for a single parcel and \$1,333 per parcel for multiple property owners. This will be a percentage of total improvement cost in the easement(s) and right of way. The total is higher than the current available, but requires residents to take responsibility in researching contractors, communicating with contractors, submitting the plan to the Village for approval, obtaining quotes and funding approval from the Village, overseeing the project, funding and submitting the final invoice, then awaiting Village reimbursement, which will eliminate the Public Works Department from working on private properties.

Chairman Younker asked the Committee if there were any questions. No one came forward.

Motion was made by Chairman Younker, seconded by Trustee Glotz, to recommend residential drainage improvement criteria modifications be placed on the agenda for the next Village Board meeting. Vote by voice. Chairman Younker declared the motion carried.

Item #10 – DISCUSS LETTER OF AGREEMENT - COMMONWEALTH EDISON - HARMONY SQUARE - Overhead power lines will need to be relocated underground on 173rd and North Streets and 174th and South Streets in order to accommodate future development of Harmony Square and surrounding areas, as well as the Boulevard project and adjacent areas.

The Public Works Committee received copies of two (2) separate ComEd Engineering Deposit Letter Agreements for each site for review and consideration. The Engineering Deposit Letter Agreement is a standard requirement from ComEd. The Agreement for each site is \$50,000, totaling \$100,000, which is a nonrefundable initial deposit for ComEd to begin engineering the project. The Village is not obligated to fully fund the project at this time and any unused funding would be incorporated into the cost of the project, if approved.

Staff recommended authorizing the Village President to sign the ComEd Engineering Deposit Letter Agreements in order to begin site engineering design. Funding in the amount of \$100,000 is available in the approved FY-18 Budget.

Chairman Younker asked the Committee if there were any questions. No one came forward.

Motion was made by Chairman Younker, seconded by Trustee Brady, to recommend Village President authorization to sign the ComEd Engineering Deposit Letter Agreements in order to begin site engineering design on 173rd and North Streets and 174th and South Streets be placed on the agenda for the next Village Board meeting. Chairman Younker declared the motion carried.

Item #11 – RECEIVE COMMENTS FROM THE PUBLIC - Mike Stuckly asked questions in relation to the holiday decorations, which were answered to his satisfaction.

ADJOURNMENT

Motion was made by Chairman Younker, seconded by Trustee Brady, to adjourn this meeting of the Public Works Committee. Vote by voice call. Chairman Younker declared the motion carried and adjourned the meeting at 6:55 p.m.

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