

**MINUTES**  
**Public Works Committee**  
**May 14, 2019 - 6:30 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

Members Present: M. Glotz, Chairman  
W. Brady, Village Trustee  
W. Brennan, Village Trustee

Members Absent: None

Other Board Members Present: D. Galante, Village Trustee

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

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

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON APRIL 9, 2019** – Motion was made by Chairman Glotz, seconded by Trustee Brady, to approve the minutes of the Public Works Committee meeting held on April 9, 2019. Vote by voice call. Chairman Glotz declared the motion carried.

**Item #3 – REVIEW THE PUBLIC WORKS COMMITTEE'S ASSIGNED RESPONSIBILITIES UNDER ORDINANCE 2019-O-022** - D. Niemeyer, Village Manager stated due to changes within the Village Board, a discussion of duties within each committee will be discussed. Ordinance 2019-O-022 will be updated in the near future to reflect the Village currently has an in-house engineer. The Public Works Committee's assigned responsibilities are noted below:

- (1) Oversee matters of Village infrastructure and maintenance of streets, sanitary sewers and water lines under village jurisdiction.
- (2) Oversee the Village flood mitigation program and maintenance of supporting infrastructure (detention, retention) under village jurisdiction.
- (3) Oversee outsourced services for engineering maintenance.
- (4) Oversee coordination/communication with other jurisdictions/agencies.

P. Connelly, Village Attorney stated to the Committee, committee meetings are generally less informal than Village Board meetings. Committee members will have the opportunity to ask questions from staff and presenters as well as vet agenda items in order to recommend those items be forwarded to the Village Board for approval.

**Item #4 – DISCUSS INTERGOVERNMENTAL AGREEMENT WITH METRA FOR THE OAK PARK AVENUE TRAIN STATION WARMING SHELTER** - Upon commuter requests of the need for a warming shelter and staff discussions concerning lack of storage at the Oak Park Avenue Train Station, a conceptual design was undertaken of a "hybrid" facility to serve as a dual-purpose building. It was recommended the building be placed on the north side, adjacent to the train tracks. Metra was contacted for cost participation and after reviewing conceptual designs, Metra offered to enter into an Intergovernmental Agreement with the Village for Metra's cost not to exceed \$75,000.

The estimated cost of the hybrid structure is \$250,000, of which the Village's cost would be \$175,000. Funds for this project will be allocated and in the upcoming fiscal budget.

Plans to construct a warming shelter and storage facility at the Oak Park Avenue Train Station were discussed at the Public Works Committee meeting held on March 12, 2019. Staff requested the Village enter into an Intergovernmental Agreement with Metra for construction of the warming shelter and storage facility.

Chairman Glotz asked if the Committee had any questions. It was emphasized the Committee's recommendation currently would be to enter into an Intergovernmental Agreement with Metra only. In future, if the Intergovernmental Agreement with Metra is recommended, the Committee will receive a construction contract with actual costs for further review and consideration.

Motion was made by Chairman Glotz, seconded by Trustee Brennan, to recommend the Village enter into an Intergovernmental Agreement with Metra for construction of a warming shelter and storage facility to be located at the Oak Park Avenue Train Station forwarded to the Village Board meeting scheduled on May 21, 2019. Vote by voice. Chairman Glotz declared the motion carried.

**Item #5 – DISCUSS PROCESS FOR QUALIFIED BIDDERS AND REQUEST FOR PROPOSAL/QUALIFICATIONS FOR LOCAL VENDORS** - Mr. Connelly explained the differences between an RFQ (Request for Qualifications), RFP (Request for Proposal) and bids.

- Bids - State law requires all Public Works contracts be bid to the lowest "responsible" bidder in accordance with the Village's ordinance.
- Sole Source Bids - Competitive bidding is waived. A single vendor may exclusively be able to provide the Village's needs.
- RFQ - No state law required. A Request for Qualifications generally is a preliminary request to determine which vendors can provide a specialized skill. Cost to the Village would not always be the determining factor. The Village may be interested in the most qualified vendor to perform services.
- RFP - No state law required. A Request for Proposal outlines a project's needs and requests solutions from vendors. Cost to the Village would not always be the determining factor. The Village may be interested in a vendor with the best solution to meet the Village's needs.

Chairman Glotz asked if the Committee had any questions. No one came forward.

**Item #6 – DISCUSS 2019 PAVEMENT MANAGEMENT PROGRAM - STREET RESURFACING** - The Pavement Management Program (PMP) consists of approximately 11.2 miles of pavement improvements, which include street resurfacing by heater scarification, HMA surface removal and replacement, pavement patching, miscellaneous concrete repairs, structure adjustments, pavement striping and other miscellaneous improvements in order to complete the project.

Five (5) bids were received and publicly read on April 23, 2019. The lowest responsible bidder was Gallagher Asphalt Corporation in the amount of \$3,777,794.75. In order to meet the available funding, this project will be reduced to approximately 10.5 miles of resurfacing.

<b>Budget</b>	<b>\$3,960,000.00</b>
Low Bid - Gallagher Asphalt	\$3,777,794.75
Engineering Base Fee	\$1,250.00
Negotiated Preliminary Engineering Fee (3.5%)	\$132,222.82
Negotiated Engineering Inspection Fee (6%)	\$226,667.69
Materials Testing Fee	<u>\$27,500.00</u>
<b>Total</b>	<b>\$4,165,435.25</b>
Over Budget Total	(\$205,435.25)
Change Order #1	\$199,794.75
Remaining (Over Budget) Total as Awarded	(\$5,640.50)
<b>Approve Budget Total</b>	<b>\$3,965,640.50</b>

Funding in the amount of \$3,960,000.00 is available in the FY-20 Budget for Design Engineering, Roadway Resurfacing Construction, Material Testing and Construction Engineering. The Pavement Management Program will be reduced from 11.2 miles to approximately 10.5 miles of road improvements in order to meet available funding.

Staff requested bid approval in the amount of \$3,578,000.00, based on low-adjusted bid amount for the 2019 PMP Resurfacing Project to Gallagher Asphalt Corporation for the 10.5 miles of pavement improvements.

Chairman Glotz asked K. Workowski, Public Works Director if all the previously identified streets could be included within the project without any reductions. Mr. Workowski stated reductions are made when a project is over-budgeted, however, he would be willing to further assess the project and follow up with the Committee.

Motion was made by Chairman Glotz, seconded by Trustee Brennan, to recommend bid approval in the amount of \$3,578,000.00, for the 2019 Pavement Management Program (PMP) Resurfacing Project to Gallagher Asphalt Corporation be forwarded to the Village Board meeting scheduled on May 21, 2019. Vote by voice. Chairman Glotz declared the motion carried.

**Item #7 – RECEIVE COMMENTS FROM THE PUBLIC** - Mike Stuckly asked where the warming shelter will be located in relation to the crossover. The east corner of the shelter would be almost in line with the crossover and will be partially enclosed with ceiling heaters. Storage will be needed to house on-site equipment as well as storage use for Cavallini's. There were no further public comments.

**ADJOURNMENT**

Chairman Glotz adjourned the Public Works Committee meeting at 6:49 p.m.

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