



**PUBLIC INFRASTRUCTURE IMPROVEMENTS COMMITTEE MINUTES
MONDAY, SEPTEMBER 17, 2018 AT 1:30 P.M.
CITY HALL COUNCIL CHAMBERS
111 SOUTH CAPITOL STREET
PEKIN, ILLINOIS 61554**

CALL TO ORDER

Council Member Lloyd Orrick called the meeting to order at 1:50 p.m.

PLEDGE

The Pledge of Allegiance was led by Brett Olson Operations Supervisor Street Department.

ROLL CALL

Present: Council Member Lloyd Orrick, Council Member Michael Garrison. A quorum was present. Council Member John Abel entered the meeting at 1:53 p.m.

ALSO PRESENT: City Engineer Michael Guerra, Project Engineer Josie Esker, Interim City Manager Mark Rothert, Finance Director Bruce Marston, Operation Assistant Supervisor Street Department Brett Olson, Deputy Clerk Nicole Stewart, and City Clerk Sue McMillan.

APPROVAL OF AGENDA

Motion made by Council Member Garrison to approve the September 17, 2018 Agenda, seconded by Chairman Orrick. All in favor.

APPROVAL OF MINUTES

Motion made by Council Member Garrison to approve the minutes of the subcommittee dated August 20, 2018, seconded by Chairman Orrick. All in favor.

PUBLIC INPUT: No one from the public was present.

NEW BUSINESS

Review of submissions for request of qualifications and selection of consultants

Mike Guerra reported that eight RFQs to engineering consultants were received for the storm water projects by September 13, 2018 as published and advertised. On his initial review he recommended to the subcommittee that 3 or 4 of the engineering firms be chosen as to not lock the City into one company to perform all the work and to be able to select individual companies for a selected project. It would only be necessary to make reference calls to 3 of the engineering firms. Discussion followed that Council did not approve RFQs but would approve companies at time of agreement approvals. Mike advised that some of the submittals had offices in the surrounding area, Midwest, CMT, Farnsworth had previous working relationship. Mileage charges may apply out of town firms. It was Committee Member Garrison's opinion not to use out of state firms.

- It was agreed that Josie's and Mike's top 3 recommendations with select projects for them would be brought back to the subcommittee for approval at the meeting on October 15, 2018 in order to have agreements ready for the City Council approval at the October 22, 2018.

Discussion on types and lengths of engineering consultant agreements

Mike presented 2 options for contracting agreement for the engineering firms.

1. Master Service Agreements
 - Each project have own scope of work
 - Each contract goes to Council for approval as task order
 2. Five Year Agreements
 - Advantage allows hard numbers and gives budgetary accountability
 - Lack of control over all projects
- The subcommittee was in favor of the Master Service Agreements and gave direction to Mike to proceed with negotiation of agreements

Status of storm water projects as prioritized by the City Council

A packet of before and after photos of the Storm Water Repairs Performed by the Street Department – 2018 was distributed. Progress made on Desoto Court Ditch and Orchard Avenue Ditch were illustrated. Brett reported that Dogwood work would be completed on Tuesday. Credit was given to the Street Department for the work completed. Discussion followed regarding the qualified workers in that department, the money saved versus contracting work saved in purchase of the new equipment and winter projects that could be performed..

- It was agreed for Josie to inform the public and the Council with a short presentation of the status of storm water projects and work by the Street Department at the meeting of September 24, 2018.

ANY OTHER BUSINESS TO COME BEFORE THE SUB COMMITTEE

Bruce reported revenues of \$39,500 to Impound Fee through August. Total balance \$367,090. Material expenses for rock on the first storm water project were estimated at \$34,000 and the excavator equipment purchase would also be expensed out of the line item. One-half the cost of the excavator would be paid using impound fees and one-half using sewer funds.

Motion by Council Member Abel, seconded by Council Member Garrison to adjourn.

Meeting adjourned at 2:40 P.M.

Respectfully submitted
City Clerk
Sue E. McMillan

NEXT REGULAR MEETING October 15, 2018 @ 1:30 PM.