

**City Council Questions/Comments and Staff Responses for May 29, 2012 Council Agenda
as of May 26, 2012 at 11:12pm**

Alderman: Jim Fruin

Item 6E: Consent Agenda –“Analysis of Request for Qualifications (RFQ) for Project and Grant Oversight for the Structural Engineering Design, Bid, Development, and Construction Management for the Fire/Rescue Training Tower”

Question/Comment: “3 Statement of Qualifications (SOQ’s) received, but only one response was included in our packet. Was there an intention to include the letters of the other two interested bidders, the matrix, the comparison bids, etc.?”

Staff Response: The Procurement method for this project was determined based on the State of Illinois Local Government Professional Services Selection Act (50 ILCS 510). Section: 1 Policy, “It shall be the policy of the political subdivisions of the State of Illinois to negotiate and enter into contracts for architectural, engineering and land surveying services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation.” Additionally, (50 ILCS 510/5) states, “In no case shall a political subdivision, prior to selecting a firm for negotiation under Section 7, seek formal or informal submission of verbal or written estimates of costs or proposals in terms of dollars, hours required, percentage of construction cost, or any other measure of compensation.”

The City received three (3) Statements of Qualifications (SOQ). These SOQ’s were evaluated and scored by the Engineering and Fire Department staff using Qualifications – Based Evaluation matrix. This instrument rated and weighed criteria of eight categories based on SOQ: Assigned Personnel, Current Commitments, Prior Project Quality, Prior Project Budget and Schedule, Fire Tower Prior Experience, Grant Work, Meeting Deadline, and Miscellaneous/Additional Experience/Qualifications.

Ranking of submitted Firms:

1. Farnsworth Group (Bloomington)
2. Shive-Hattery (Bloomington)
3. LZT (Peoria)

After the evaluation, a meeting was arranged with the firm with the highest score –Farnsworth Group. The purpose of this meeting was to negotiate a contract between the City and the Farnsworth Group. Individuals present at this meeting were the City’s Purchasing Agent, Performance Auditor/Budget Manager, Engineering and Fire Department staff. An Agreement between the City and Farnsworth Group was reached that kept costs within the Project Tower Budget. No other letters were received because there were no meetings with the other Firms.

Alderwoman: Karen Schmidt

Item 6N: Consent Agenda –“Acquisition of Dedication and Temporary and Permanent Easements for the Morris Ave. Reconstruction Project”

Question/Comment: “Good to see the way we were able to meet property owners’ needs and help them with various kinds of improvements”

Staff Response: Staff met with each of the owners to ensure that their needs would be met in order for the City to proceed with the project.

Alderwoman: Karen Schmidt

Item 6O: Consent Agenda –“Dedication – Utility Easement along Morris Ave.”

Question/Comment: “I don’t understand why the State Central Management Service needs a separate conduit for fiber optic. Why can’t they use our communications conduit?”

Staff Response: The State Central Management Service (CMS) Fiber Backbone Project will be connecting with the CIRBN – Central Illinois Regional Broadband Network of which the City is a participant. Both of these projects are funded with stimulus money from the federal government which includes various provisions. Even though these projects are inter-connected they are running separate conduits and fiber lines. Some of the City facilities such as the zoo and golf courses are not allowed to participate in these projects. The City has separate fiber facilities that

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extend to different areas within the City. This proposed conduit will contain a future City fiber to connect the various park facilities to the City's network that are not included in the CIRBN project. All these conduits and fiber lines will be maintained separately by the respective owners.

Alderwoman: Karen Schmidt

Item 7A: Regular Agenda –“Purchase of Wheeled Recycling Carts”

Question/Comment: “I continue to get questions and concerns from people who do not feel they have anywhere to store our recycling containers, regardless of size. It looks like we are saying is that a resident has to take one of these carts or not be able to recycle. Also, have we resolved how apartments will be served?”

Staff Response: The Recycling Program is not mandatory for residents; it is a voluntary program. There will be some citizens who choose to not participate and some that will have a difficult time with operational concerns such as on street parking and parkway concerns. In order to increase operational efficiency, using standardized carts is important. Staff is in agreement there will be operational issues with different apartment complexes. An apartment complex's participation will ultimately be up to the owner and their ability to provide space for carts at their units. Not all apartments within the city participate in the Refuse Program. Only those that are in the Refuse Program can participate in the Recycling Program. Apartment owners will be encouraged to work directly with City Staff to deal with operational issues.

Alderman: Mboka Mwilambwe

Item 7A: Regular Agenda –“Purchase of Wheeled Recycling Carts”

Question/Comment: “Could we hear more specifics on the “mixed” reviews of other carts? Will Town of Normal Staff be present as was the case before to discuss their experience with other Vendors?”

Staff Response: Staff has used Cascade, Toter and Otto carts over the last decade. Multiple Otto carts have cracked and had to be taped for continued use. The Cascade and Toter carts cause operational issues with the automated equipment because they squeeze together significantly and can prevent the material in the cart from being dumped. Staff has been using Schaefer carts over the last decade and has not had any major operational issues. The Town of Normal has had two decades of experience with Schaefer carts and they have never had significant operational issues and any warranty issues such as wheel failures have always been resolved quickly. Both Allied Waste and Henson Disposal also use Schaefer carts and plan to continue to use this brand of cart.

Alderman: Jim Fruin

Item 7A: Regular Agenda –“Purchase of Wheeled Recycling Carts”

Question/Comment: “With the roll-out of nearly \$1M in recycle carts, I assume we have some administrative Q&A's ready to communicate to residents, i.e. are we taking the opportunity to ask neighbors to voluntarily place their identified/property assigned Carts, side by side and thus saving truck stops.? If carts are to stay with the property, I assume those who move to a new residence will be given a placement cart at no charge? I'm sure lots of operational questions have been identified for proactive explanation to our Customers. Thanks for making our Recycling Program even better.”

Staff Response: All of these operational issues will be dealt with in coordination with Administration through internal policies. These internal policies are currently being considered.

ADDITIONAL COUNCIL COMMENTS:

Alderman: Bernie Anderson

“I have NO questions at this time.”

Alderman: Robert Fazzini

“No questions. Anticipate a short meeting.”

Prepared by: Barbara J. Adkins, Deputy City Manager