



City of Rock Falls Public Works Committee Meeting Minutes

Date: 01 03 13

Time Meeting Started: 6:00 p.m.

Time Meeting Ended: 7:28 p.m.

Members		Also Attended	
Ald. Reitzel, Chairman	A	Adm. Blackert	P
Ald. Kuhlemier, Acting Chairman	P	Ed Cox, Wastewater Supt.	P
Ald. Schuneman	P	Ted Padilla, Water/Street Supt.	P
Ald. Watts	P	Brian Frickenstein, Eng.	P
Mayor Blanton	P	Clerk Wescott	P
Also Attended			
Mr. Mark Helm , Civil Construction	P	Mr. Alan Boseneiler- Citizen Attendee	P

Topic	Discussion	Plan of Action
1. Call to Order	<ul style="list-style-type: none"> ● Ald. Kuhlemier served as Chairman in the absence of Mr. Reitzel and directed roll call, quorum present 	In session 6:00 pm
2. Approve Minutes: December 6, 2012	<ul style="list-style-type: none"> ● Following review of the minutes, the committee accepted the same as presented. 	Minutes approved
3. New Business a) Review draft of Garbage Contract RFP	<ul style="list-style-type: none"> ● Adm. Blackert took the committee members thru a review of the RFP she has completed to be sent out on January 16, 2013 for contractors to bid on with an effective date of July 1, 2013. The key elements discussed and items that were modified are as follows: <ol style="list-style-type: none"> 1. This is an exclusive contract for the corporate City limits of Rock Falls, excluding the placement and registration of dumpsters and will include collection of refuse, yard waste and recyclable materials. 2. Each proposal submitted must have a security in the form of a \$25,000.00 certified check or bank cashier's check. Proposals without said security will not be considered in the bid process. 3. Contractor shall submit a proposal for each of the following types of collection: <ul style="list-style-type: none"> ● Option 1 5 year contract- unlimited amount of garbage and refuse in appropriate refuse and recycling containers. 12.6 recycling container provided by City ● Option 2 7 year contract- 2 60 gallon totes garbage/recyclables provide by contractor ● Option 3 7 year contract- 1 60 gallon toter by contractor and 1 12.6 gallon container for recyclables provided by the City 4. Yard Waste will not require bulk stickers in the new contract, however yard waste will need to be in standard brown kraft yard waste bag or a dedicated trash receptacle 5. The City will beginning with this contract be responsible for the production and sale of the bulk stickers. 6. Contractor services will be performed weekly on Thursday and Friday within the corporate City Limits. However, the contractor will be required to publicize not more than 10 days or less than 5 days in advance of any change in pickup schedule resulting from holidays. 7. Performance Bond/Letter of Credit in the amount of \$100,000.00 will be placed upon the awarding of the contract to guarantee faithful performance of the contract. <p>Following review and discussion, committee members unanimously recommend that the RFP go to the Council for approval and action. All proposals will be due Friday, March 1, 2013 at 11:00 a.m.</p> 	Send RFP to the Council for approval and further action.
3. b) Discussion: Sewer Rate Increase	<ul style="list-style-type: none"> ● See agenda item # 5 	Agenda item # 5

4. Engineer's Report Brian Frickenstein	<ol style="list-style-type: none"> 1. Reported on the seeding and erosion blanket on the E. 2nd St. project. The seeding and blanket were not completed till after the contract deadline date of November 1, 2012; Dreamscapes by Dennis were the sub-contractor of Northwest Illinois Construction, Inc. which has been purchased by Civil Construction, Mr. Mark Helm of Civil was present to reassure the City, that if the seeding does not take hold, Civil will back the guarantee obligation of Northwest Illinois Construction. 2. With the understanding that Civil will accept the responsibility for the seeding and blanket, Mr. Frickenstein asked that the committee recommend that the last payment of the contract with Civil be paid out to Dreamscapes by Dennis, since all of the retainage has already been released. The final payment to close out the contract for the project would be \$8,738.38. The committee concurred and will recommend the same to the Council 3. Presented an update on the Dixon Avenue Project scheduled for the spring/summer of 2013. All necessary paperwork has been filed and verified by the State of Illinois. The bid will be let by DOT on March 8, 2013 since the project involves a FAU route. Approximately 6-8 weeks following the bid opening, the State will award a contract and notification will be made to the City. The Committee was reminded that the project will be paid for 80% Grant and 20% City obligation. The intent is for the City to utilize MFT funds. Mr. Frickenstein will work with the City Clerk to insure that the proper documents are filed for action. Mr. Kuhlemier asked Mr. Frickenstein if he could check on funds for sidewalk construction through the Motor Fuel Trust Fund that has been established. He will report back. 	<p>Released Northwest Construction from any obligations to the seeding and erosion Blanket transferred to Civil Construction.</p> <p>Recommend to Council payment of the final contract obligation to Dreamscapes by Dennis at a cost of \$8,738.38</p> <p>Information only at this time.</p>
5. Wastewater : Mr. Cox	Brief Discussion concerning the proposed Sewer rates increase being considered effective May 1, 2013. The only rates to be adjusted would be the Basic User Charge from \$12.50/monthly to \$12.75/ monthly on 05-01-2013; and \$12.75/monthly to \$13.00/monthly on 05-01-2014. In addition, the Basic User Rate would increase from \$3.40/monthly to \$3.60/monthly, 05-01-2013; and \$3.60/monthly to \$3.80/monthly on 05-01-2014. The 2014 increase would be reviewed by the committee during 2013. Finance Committee has already approved the recommendation of adoption to the Council.	Recommend amended Ordinance be prepared for Council consideration at the 01-15-13 meeting.
6. Water/Street: Mr. Padilla	No report	No information
7. Committee Member items	No items brought forth for discussion	No information
8. Adjournment	With no other items to come before the committee, Acting Chairman Kuhlemier called for adjournment. Committee agreed.	Adjourned 7:28 pm

Ald. Glen Kuhlemier, Acting Committee Chairman