

**MINUTES OF THE MEETING OF THE MAYOR
AND THE COMMITTEE-OF-THE-WHOLE OF
THE CITY OF EAST MOLINE, ILLINOIS
MONDAY, APRIL 4, 2023**

ROLL CALL

Mayor Pro-Tem Jayne O'Brien called the meeting to order and directed City Clerk Wanda Roberts-Bontz to call the roll. The following Aldermen were present: Kenneth Porter, Gary Almlade, Nancy Mulcahey, Jayne O'Brien, Rhea Oakes and Jose Rico. Absent: Maria Tapia **7:00 p.m.**

ADDITIONS/CORRECTIONS TO AGENDA

None.

Construction Layout – 24th & 25th Streets – Alley Utility Replacement (Tim Kammler, Director of Engineering)

Construction of the above-referenced project will require construction survey staking for line and grades of the proposed utility features, paving, and other appurtenant items. Staff does not have the ability to perform the required surveying services; as such, a professional services proposal has been obtained from Shive-Hattery Engineering to assist the city with this work. A copy of the proposal including detailed scope of services is attached for review and consideration.

FINANCIAL:

This is a budgeted item.

Line Item# 250-4036-29-452.0

Title: Sewer Capital Improvement

Amount Budgeted: \$1,200,000.00 (Project)

Actual Cost: \$6,800.00 (Construction Staking)

Under/(Over):

Funding Sources: Sewer CIP Funds

Departments: Engineering

This is a CIP.

RECOMMENDATION:

Approve contract with Shive-Hattery for construction layout services for the 24th Street / 25th Street Alley Utility & Roadway Improvements Project.

A motion was made by Alderperson Porter, seconded by Alderperson Almlade to concur with the recommendation as presented. Upon roll call the following voted in favor: Mulcahey, O'Brien, Oakes, Rico, Porter and Almlade. Motion carried.

ESA Construction Engineering Supplemental Services (Tim Kammler, Director of Engineering)

There will be a number of significant capital improvement projects under construction at the same time which requires additional manpower to assist our single in-house Construction Manager. This is anticipated each year during peak times of construction; the cost for these services is included in the FY2023 Budget and CIP. As such, the Engineering Department has obtained a professional services contract from Klingner & Associates to provide a senior level construction engineer to assist on various projects, as needed. The proposal is time & material with an estimated fee based upon 22 weeks, full-time, 05/01/23 - 09/30/23; final cost will be dependent upon manpower required. A basic scope of services and schedule of hourly rates is shown in the attached copy of this document. The primary projects to which this supplemental inspector will be assigned are (1) Ravine Sewer Access (Ravines D&G) and (2) The 24th-25th St Alley & Utility Improvements.

FINANCIAL:

This is a budgeted item.

Line Item# 250-4036-29-452.0

Title: Sewer Capital Improvement

Amount Budgeted: \$1,200,000.00 (24th – 25th); \$1,671,000.00 (Ravines D & G)

Actual Cost: \$190,000.00 (split between projects)

Under/(Over):

Funding Sources: Sewer CIP

Departments: Engineering

This is a CIP.

RECOMMENDATION:

Approve contract with Klingner for supplemental construction engineering services for the 2023 construction season.

A motion was made by Alderperson Oakes, seconded by Alderperson Almlade to concur with the recommendation as presented. Upon roll call the following voted in favor: Mulcahey, O'Brien, Oakes, Rico, Porter and Almlade. Motion carried.

ERP Purchase (Doug Maxeiner, City Administrator/ Annaka Whiting, Finance Director)

The City is in need of a new Enterprise Resource Planning (ERP) system that can adequately meet the requirements of Finance, Human Resources, Code Enforcement, and Building and Health Inspections to efficiently and effectively carry out everyday tasks. Our current software - Caselle - has been unable to meet the needs of Human Resources, Code Enforcement or Inspections, leaving these functions to operate under archaic and cumbersome manual processes. There has also been new fiscal transparency legislation passed at both the state and federal levels the requirements of which Caselle is not able to meet.

Under/(Over): (\$14,350.00)

Funding Sources: Sewer Operating Revenues

Departments: Wastewater

This is a CIP.

CIP Project Number: 250-21-005

RECOMMENDATION:

Staff requests the following: 1) waiver of the bid requirements for this item (requires a 2/3 majority (five affirmative votes)) and, 2) approval of the quote from BiState Masonry for the installation of a fabricated steel walkway and stair system at the UV Building in the amount of \$44,350.00.

A motion was made by Alderperson Mulcahey, seconded by Alderperson Almblade to waive the bidding process. Upon roll call the following voted in favor: Mulcahey, O'Brien, Oakes, Rico, Porter and Almblade. Motion carried.

A motion was made by Alderperson Almblade, seconded by Alderperson Porter to award the bid to BiState Masonry. Upon roll call the following voted in favor: Mulcahey, O'Brien, Oakes, Rico, Porter and Almblade. Motion carried.

ADJOURMENT:

A motion was made by Alderperson Almblade, seconded by Alderperson Oakes to adjourn the Committee-of-the-Whole meeting. Upon roll call the following voted in favor: Oakes, Tapia, Rico, Toppert, Almblade, Mulcahey and O'Brien. Motion carried. **7:15 p.m.**

Minutes taken and submitted,

Wanda Roberts-Bontz, City Clerk