

VILLAGE OF LIBERTYVILLE

PARKING COMMISSION

April 19, 2016

10:00 a.m.
Village Hall

AGENDA

1. Approve March 15, 2016 Minutes
2. Review Downtown Parking Violations
3. Update of East Side Parking Lot and West Side Parking Garage Projects
4. Other

Village of Libertyville

Parking Commission

February 16, 2016

Minutes

The Libertyville Parking Commission met at 10:00 a.m. on Tuesday, March 15, 2016 at the Libertyville Village Hall. Those in attendance included Commission members Bob Bleck, M. J. Seiler, and Pam Hume. Also in attendance were Village Administrator Kevin J. Bowens, Community Development Director John Spoden, Public Works Director Paul Kendzior, Economic Development Coordinator Heather Rowe, and Police Support Services Manager Mike O'Connor.

Commission member Seiler moved and Commission member Bleck seconded to approve the minutes of the February 16, 2016 meeting.

Mike O'Connor reviewed the downtown District Parking Violation Activity Report for February, 2016. Mike noted that one of the full-time Police CSO's recently resigned, and the Department is in the process of advertising and replacing the position. Administrator Bowens noted that the CSO's have indicated that periodically the designated employee parking on the lower level and ramp of the parking garage are full, and employees are parking in the four hour customer parking spaces. Administrator Bowens recommended that the Police Department provide those employees with a flyer on overflow parking available at the Newberry lot, and that the Village Staff also add additional signage regarding overflow employee parking. The Commission agreed and recommended that the Police Department attempt to educate employees for a couple of weeks, prior to writing parking tickets.

Administrator Bowens reported that the Village received four bids on March 11, 2016 for the Church Street parking garage. The bids range from a low of \$8,400,000 to a high of 8,876,000, however the low bid submitted by Accel Pacific Joint-Venture did not meet the Village bid requirements for garage construction experience. Therefore, the Village Staff will recommend to the Mayor and Village Board to award a contract to the correct responsive bidder. Village Staff noted that all of the bidders indicated it would be difficult to obtain precast concrete panels until the fall of 2016, therefore construction on the parking garage may not start until May or June, with a completion of January 2017. Administrator Bowens indicated that the Staff would recommend the Village utilize TIF funds as well as money that has accumulated in the "Pay in Lieu of Parking" Fund. Once the contract is awarded by the Mayor and Village Board, the Staff will work to finalize the communications plan, alternate parking locations, and contractor staging.

The meeting was adjourned at 10:20 a.m.

Respectfully submitted,

Kevin J. Bowens
Village Administrator



Approved 4/12/16 !

VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: April 12, 2016

Agenda Item: Church Street Parking Structure Project - Reject Two Lowest Bids and Award Contract to Walsh Construction Company II, LLC

Staff Recommendation: Reject Two Lowest Bids and Approve Contract and Authorize Execution

Staff Contact: Dave Pardys, Village Attorney
Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: Competitive contractor bids were initially opened on January 12, 2016 for the proposed Church Street Parking Structure. The three bids received were formally rejected at the January 26, 2016 Board meeting because all were over the budgeted funds for construction. The design of the parking structure was then slightly modified in order to reduce costs and stay within the available budget funds. The most significant modifications included reducing the number of parking spaces from 340 to 317, a reduction in the amount of pre-cast concrete panels, reduction of one level of the stair tower and only a partial underground level to reduce excavation costs.

The proposed parking structure was then formally re-advertised for competitive bids on February 17, 2016. Four bids were received and publically read at the bid opening on March 11, 2016 and are listed below in ascending order based upon the base bid:

Accel Pacific Joint Venture:	\$8,400,000
McShane Construction Company:	\$8,625,721
Walsh Construction Company II:	\$8,768,000
Joseph J. Henderson & Son:	\$8,887,000

The Bid Tabulation is attached, which also includes the five bid alternates.

At the Village Board meeting on March 22, 2016, the Board considered a staff recommendation that the contract be awarded to Walsh Construction Company II, LLC. This was based upon a staff recommendation that the two lowest bidders, Accel Pacific Joint Venture and McShane Construction, be disqualified for failure to comply with the General Instructions to Bidders.

With respect to the Accel bid, the instructions to bidders reserves the right to the Village to disqualify any bidder where the bidding "firm does not meet the Requirements for Qualifications." The Requirements for Qualifications, which were made part of the bid proposal packet required that the bidding firm "in its current organization shall have successfully completed minimum of three (3) projects of similar type, quality, and scope, including a minimum of one (1) within the last five (5) years. The requirements for qualifications provide:

(f) For purposes of this Qualification, "similar project" shall be understood to include the following project elements:

- 1) Stand-alone prestressed precast parking structure construction with vehicle capacity greater than 300 stalls, unless modified or waved by the Mayor and Village Board.

The bid submitted by Accel Pacific Joint Venture, failed to provide evidence that Accel had completed any precast parking structures or any other precast structures that could be considered as similar. At the Village Board meeting on March 22nd representatives from Accel made a presentation to the Village Board indicating that its personnel possessed the required experience. The agenda matter was postponed to give staff an opportunity to obtain further information from Accel. Staff subsequently met with Accel representatives and determined that while certain members of its staff had experience in connection with the construction of precast parking structures, neither Accel Pacific Joint Venture nor its constituent entities, Accel Construction Services Group, LLC (formed in 2009) and Pacific Construction Services, Inc. (formed in 1993) had ever completed a precast parking structure or a precast structure that could be considered as similar. Based upon this history, staff believes that the Accel Pacific Joint Venture did not satisfy the criteria set forth in the Requirements for Qualifications and recommends that the bid submitted by Accel Pacific Joint Venture be disqualified pursuant to Section 15 of the General Instructions to Bidders.

With respect to the McShane bid, Section 15 of the General Instructions to Bidders reserves to the Village the right to disqualify any bidder that "submits a Bidder's Proposal on a form other than the Bidder's Proposal form included in the Bidding Document or alters such form...."

The Schedule of Prices form which was included in the bid packet and was to be completed by all bidders, provided that the Bidder will complete the work within 234 days of the commencement date and that the work be substantially complete within 220 days of the commencement date. This section was not subject to modification by the bidders. The McShane bid did not comply with the bidding instructions, insofar as the bidding form has been modified to provide that the work would be completed 268 days from the commencement date and substantially completed within 254 day following the commencement date. This modification to the bidding form, if accepted, would have decreased the amount of liquidated damages that McShane would be required to pay in the event that the project would not be completed within the time allowed by the bid packet in its original form. Based upon this modification of the bid form, Staff recommended that the McShane bid be disqualified pursuant to Section 15 of the General Instructions to Bidders.

Staff believes that the lowest responsible and responsive bidder is Walsh Construction Company II, LLC. Walsh Construction has extensive experience in completing similar parking structures and an excellent reputation in the industry.

As mentioned previously, included with the base bid were five alternates (see attached Bid Tabulation). Alternates #1 - #4 are deducts and Alternate #5 is an addition. Staff recommends only proceeding with Alternate #1, which reduces Walsh Construction's price by \$28,000.00 to \$8,740,000.00. It needs to be noted that the video security system for the parking structure was not included in bid and will be contracted separately. The previous quote for this work based on the original larger parking structure design was approximately \$80,000.

The Village's desired construction schedule, which was stipulated in the bidding documents (Contract), was to have the new parking structure substantially completed by the end of November. This schedule was not met by any of the bidders, including Walsh Construction, whose attached schedule indicates substantial completion by the early part of January, 2017. The major factor impacting the longer schedule is the availability to fabricate and deliver the pre-cast concrete panels. According to Walsh's schedule, construction will not start until mid May. Walsh Construction can be subject to liquidated damages in the amount of \$1,000/day for every day beyond the Contract completion date.

Administrative Staff recommends that the Contract for construction of the Church Street Parking Structure be awarded to the lowest responsive and responsible bidder, Walsh Construction Company II, LLC, in the not-to-exceed amount of \$8,740,000.00. Sufficient funding is available in the Tax Increment Financing District and other various Funds for this work. Four positive votes are required for approval.

Village of Libertyville
 Civic Center Parking Structure
 Bid Tabulation
 March 11, 2016 - 1:00 PM

	McShane Construction Company	Walsh Construction	Joseph J. Henderson & Son Inc.	Accel Pacific JV
BASE BID	\$8,625,721.00	\$8,768,000.00	\$8,887,000.00	\$8,400,000.00
ALTERNATE #1: Stone Masonry Veneer: Deduct to eliminate stone masonry veneer rock panel system M-2 on south side of Elevator Lobbies #LL002, 102, 202 and 302. Provide level 3 skim coat finish over concrete and CMA wall in areas stone masonry is eliminated.	-\$30,800.00	-\$28,000.00	-\$25,000.00	-\$33,400.00
ALTERNATE #2: Electric Traction Elevator: Deduct to provide only a single elevator in lieu of two elevators shown in the documents. Provide all required provisions for future installation of a second elevator at a later date. Shaft shall be sized as shown on the documents for two elevators; however, only one elevator would be installed at this time.	-\$111,300.00	-\$90,000.00	-\$140,000.00	-\$104,000.00
ALTERNATE #3: Dumpster Enclosure: Deduct provide a cedar wood dumpster enclosure and gate in lieu of CMU enclosure with extruded aluminum gates. Alternate should include removal of center footings and foundations that support only the CMU enclosure wall. Include alternate cost to furnish and install four steel pipe bollards.	-\$5,313.00	-\$12,000.00	-\$12,000.00	-\$6,980.00
ALTERNATE #4: Schedule: Deduct to provide longer construction schedule. Replace Contract Time proposal in Bidders Proposal as follows: If this Bidder's Proposal is accepted, Bidder will commence the Work within 14 Days following execution by Owner of the Contract Agreement ("Commencement Date") and will perform the Work diligently and continuously and will complete the Work within 365 Days from the Commencement Date ("Complete Date"), and will attain substantial completion within 351 days following the commencement date.	TBD	-\$20,000.00	-\$54,000.00	\$700,000.00
ALTERNATE #5: Section Electric Traction Elevators: Add to provide video surveillance system inside elevator cars. Price should be provided per car.	\$4,480.00	\$6,000.00	\$6,000.00	\$3,000.00
BASE BID + ALTERNATES	\$8,482,788.00	\$8,624,000.00	\$8,662,000.00	\$8,958,620.00



Libertyville Civic Center Parking Structure

Preliminary Construction Schedule

2017

2016

Activity	Duration	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Summary																	
3. Commencement Date - May 20th	1 day			◆													
4. Substantial Completion - Jan 9 th	234 day																◆
5																	
6																	
7: Project Activities																	
11. Site Fence/SWPPP	1 week			■													
12. Site Utilities	3 week			■	■												
13. Structural Excavation	3 week				■	■											
14. Concrete Foundations/Retaining Wall	6 week				■	■	■										
15. Underground MEP	2 week							■	■								
16. Precast Erection	8 week																
17. Precast Detailing /Caulking	2 week																
18. Slab on Grade	2 week																
19. Roof Framing/Shingles	2 week																
20. MEP/FP	7 week																
21. Elevator	6 week																
22. Stair Railings	2 week																
23. Storefront/Windows	3 week																
24. Doors, Frames and Hardware	2 week																
25. Traffic Topping Membrane	1 week																
26. Painting (Elevator Lobbies)	1 week																
27. Signage	1 week																
28. Paint Shipping	1 week																
29. Curb and Gutters	1 week																
30. Concrete Sidewalks	2 week																
31. Unil Pavers	2 week																
32. Asphalt	1 weeks																
33. Landscaping	2 weeks																



April 6, 2016

Andrea Moore
First Presbyterian Church of Libertyville
219 West Maple Avenue
Libertyville, IL 60048

Dear Andrea:

This letter will confirm your recent discussions with Mayor Terry Wepler and the Village of Libertyville's desire to purchase a strip of property (8 feet x 214 feet – 6 inches, 1720 ft.) from the Church at 212 West Maple Avenue. The Village agrees to purchase this property in the amount of \$35,000, and will drop its request for an easement to construct a sidewalk along the same strip of property. The Village does agree to provide a sidewalk connection between the new parking garage and the north end of the existing First Presbyterian Church parking lot on W. Maple Street. Furthermore, the Village and Church agreed to the use of each other's parking lots – specifically the Village can utilize the Church parking lot on Maple Street during the construction of the parking garage for contractor and downtown employee parking, and in the future during maintenance of the parking garage or during special events.

Thank you for all of your assistance in this matter, and please let me know if you need additional information and if the Church is an agreement to this purchase and related terms.

Sincerely,

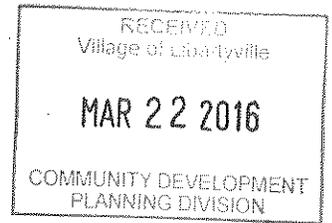
Kevin J. Bowens
Village Administrator

Cc: Mayor and Village Board
Village Attorney
Administrative Staff

cc: Client, John

Please have CSO follow up
with enforcement. Thanks,
Hui

3-22-16



To: Mr. JOHN SPODEN, Mr. BOWEN

RE: DELIVERY TRUCK PARKING
MANCHESTER SQUARE

DEAR JOHN,

I AM INFORMED THAT DELIVERY TRUCKS TO
THE VARIOUS BUSINESS'S THERE ARE NOT
ALLOWED TO PARK TO DELIVER SUPPLIES,
DURING MIDDAY HOURS. THIS HAS DIVERTED
THOSE DELIVERIES TO THE NORTH SIDE
OF LAKE STREET WHERE THEY USUALLY
TIE UP THE 15 MIN. SPACES AND TAKE

SOMETIMES 2 SPACES & SOMETIMES GO TO LUNCH.
PLEASE RESTRICT THESE SPACES TO NO DELIVERY TRUCKS.
I HAVE MANY TIMES CALLED THE POLICE,
AFTER THE TENANTS COMPLAIN. I DON'T
SEE WHY THE CONGESTION UNWANTED FOR
MANCHESTER SQ. SHOULD BE DIVERTED TO
THE NORTH SIDE OF LAKE STREET - WE
ALSO HAVE CONGESTION ISSUES. I HAVE
BEEN TOLD THE VARIOUS MANCHESTER SQ
BUSINESS'S HAVE BEEN TOLD TO INSTRUCT
THEIR SUPPLIERS TO NOT DELIVER IN
MID DAY HOURS. IF THEY DO SO INSTRUCT
IT IS IGNORED.

I AM REQUESTING THE CITY DESIGNATE
DELIVERY PARKING ON MILW. AVE IN
FRONT OF CASA BONITA FOR THE HOURS
DELIVERY IS RESTRICTED TO THE WEST OF
MANCHESTER SQ WHICH WILL RELIEVE ME
OF CALLING THE POLICE EVERY OTHER DAY.

YOURS TRULY

Jim Engdahl

Campaign Logo



Church Street Garage Structure Project Village of Libertyville Campaign

DATES FOR CAMPAIGN:

Now - November 2016 (until completion)

GOALS:

Patronizing the local businesses during construction and keeping neighbors and businesses informed of accessible areas.

Letting residents know we are building more parking to promote a better downtown experience.

Providing easier, safer, well-lit, easy accessibility to all businesses, restaurants and public institutions.

MARKETING PLAN:

Create, print & distribute flyers w/ specific details of construction & alternate parking routes to:

Civic Center
Cook Memorial Library
St. Lawrence Church

MainStreet Libertyville
Downtown Businesses

Flyers Print Cost Full color - 8-1/2 x 11 two-sided flyers designed specific to each business.
\$212.00 = each 500, \$382.00 = each 1000, \$516.00 = each

1500

Daily Herald 3" x 3" Post it notes on Herald
\$2,000 for 4 days

Contact: Jessica Washington 847-427-4621, jwashington@dailyheald.com

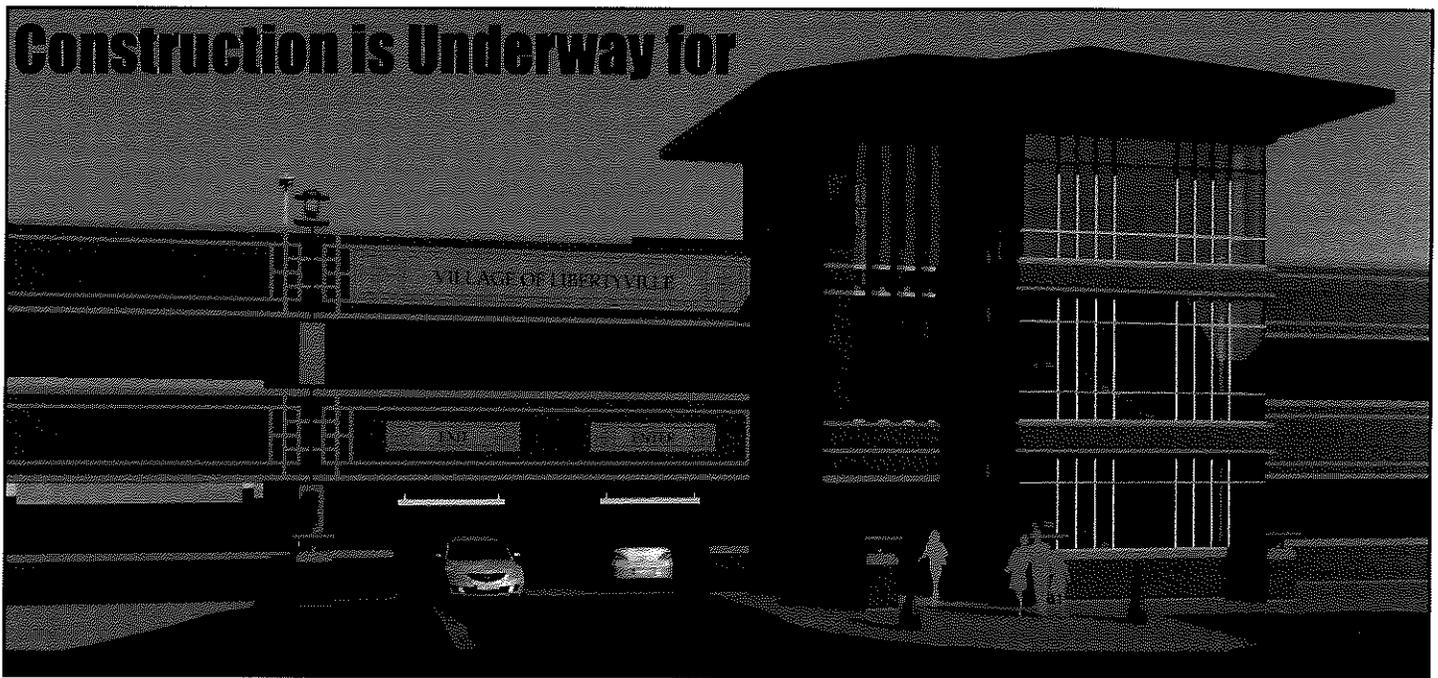
com

Restaurant table tents, press releases, e-news, website updates, constant mail updates
Approximate overall budget: \$4,000- \$3,000 H/M (hotel/motel tourism promo)
- \$1000 prom/printing (CD/ED/print)

POTENTIAL PUBLIC RELATION OPTIONS

Radio spots 102.3 WXLC I Lake County's Best Variety & 95 WIIL ROCK
\$800-\$1,100 for mutiple spots

Contact: Don Wilson/Alpha Media @ 847-336-7900 x. 258

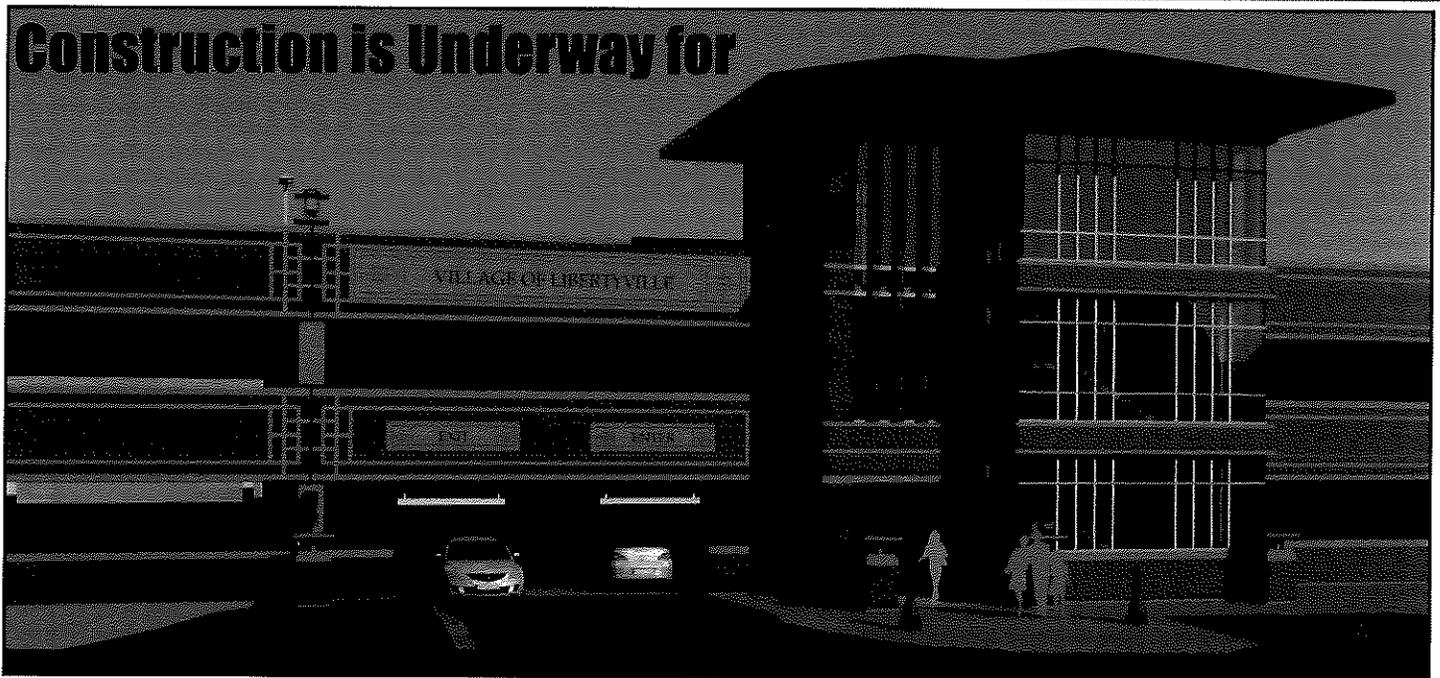


Customer Parking Available During Construction

The Village of Libertyville is building a new parking structure South of Church St., East of Brainerd St. & West of Milwaukee Ave. The start date is Spring 2016 and tentative end date is Fall 2016.

The Village of Libertyville is again improving the parking in the downtown. Once complete, the public parking structure will provide clean, safe and bright access to local businesses. The new structure will house over 340 parking spaces. The project includes new sign systems to help visitors find available parking in the two (NORTH LOT & SOUTH LOT) public parking garages and Streetscape improvements to update and unify the shopping area.

To view our plan in greater detail and get construction updates go to [**www.libertyville.com/newparking**](http://www.libertyville.com/newparking)



Customer Parking Available During Construction

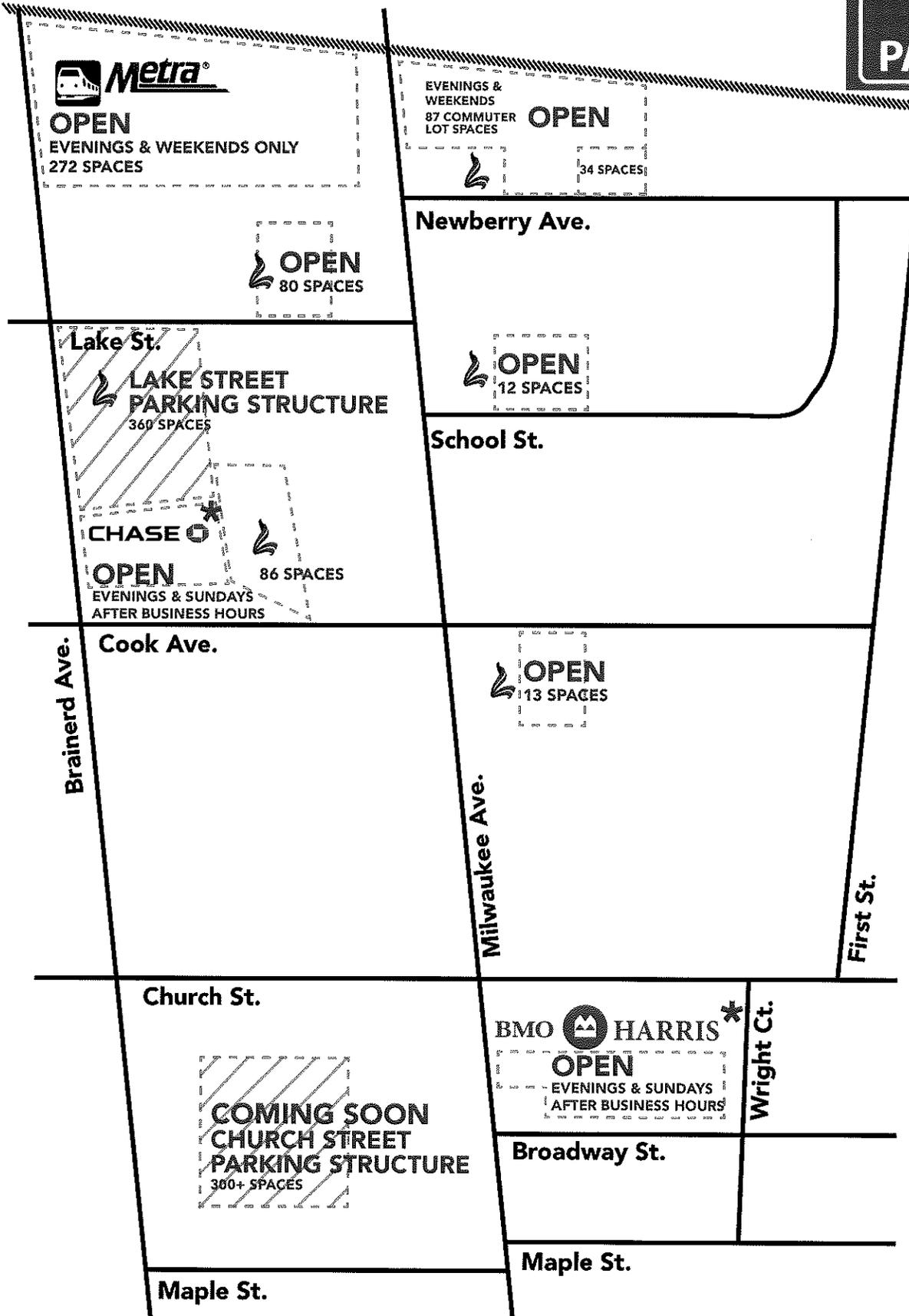
The Village of Libertyville is building a new parking structure South of Church St., East of Brainerd St. & West of Milwaukee Ave. The start date is Spring 2016 and tentative end date is Fall 2016.

The Village of Libertyville is again improving the parking in the downtown. Once complete, the public parking structure will provide clean, safe and bright access to local businesses. The new structure will house over 340 parking spaces. The project includes new sign systems to help visitors find available parking in the two (NORTH LOT & SOUTH LOT) public parking garages and Streetscape improvements to update and unify the shopping area.

To view our plan in greater detail and get construction updates go to www.libertyville.com/newparking

CUSTOMER PARKING

DURING CONSTRUCTION



* Only available during construction

