MEMORANDUM

To: The Honorable Carrie M. Austin  
Chairman, Committee on the Budget and Government Operations

From: Rebekah Scheinfeld  
Commissioner, Chicago Department of Transportation

CC: Samantha Fields  
Mayor’s Office of Legislative Counsel and Government Affairs

Date: October 25, 2016

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 84-01

The attached information is in response to questions posed by Alderman Hairston at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

Alderman Tunney asked: How much has been collected to date for dumpster permits and who is responsible if there is damage to curbs and sidewalks?

Dumpster permits are issued based on location and duration. Anytime a dumpster is to be placed in the public way, the City of Chicago requires a permit to be obtained for the duration the dumpster will occupy the street or alley. The permit has a fee range of $50-$400 per dumpster depending on size, location and length of time. Central Business District permits are double the price of a Non-Central Business District permit. As of October 31, 2016 we have collected $701,037.28.

CDOT does not require a description of use for a dumpster application. A typical use of a dumpster is for road construction debris, building debris, street sweeping debris and typical house cleaning activity. If there is damage to the site where a dumpster is located, the permittee is responsible for the damage if witnessed by the inspector.
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From: Rebekah Scheinfeld
      Commissioner, Chicago Department of Transportation

CC: Samantha Fields
    Mayor’s Office of Legislative Counsel and Government Affairs

Date: October 25, 2016

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 84-02

The attached information is in response to questions posed by Alderman Hairston at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

Alderman Hairston asked for the Department to provide MBE/WBE breakdown on contracts in the 0140 accounts. See the attached in response to your question.

Please let me know if you have any further questions.
### 2016 M-WBE Breakdown for 0140 Accounts

<table>
<thead>
<tr>
<th>MBE Status</th>
<th>Vendor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>African American</td>
<td>ARDMORE ASSOCIATES, LLC</td>
<td>$364,082</td>
</tr>
<tr>
<td></td>
<td>D.B. STERLIN CONSULTANTS, INC.</td>
<td>$659,748</td>
</tr>
<tr>
<td></td>
<td>INFRASTRUCTURE ENGINEERING INC</td>
<td>$101,598</td>
</tr>
<tr>
<td></td>
<td>INFRASTRUCTURE RESOURCES LLC</td>
<td>$850</td>
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<tr>
<td></td>
<td>MILHOUSE ENGINEERING &amp; CONSTRUCTION INC.</td>
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<tr>
<td></td>
<td>WIGHT &amp; COMPANY</td>
<td>$227,756</td>
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<tr>
<td><strong>African American Sum</strong></td>
<td></td>
<td><strong>$1,788,399</strong></td>
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<tr>
<td>Asian</td>
<td>CLARITY PARTNERS LLC</td>
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</tr>
<tr>
<td></td>
<td>GLOBETROTTERS ENGINEERING CORP</td>
<td>$526,935</td>
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<td></td>
<td>R.M. CHIN &amp; ASSOCIATES</td>
<td>$316,091</td>
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<tr>
<td></td>
<td>SENRYO INC</td>
<td>$386,751</td>
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<tr>
<td><strong>Asian Sum</strong></td>
<td></td>
<td><strong>$1,255,775</strong></td>
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<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td><strong>$3,044,174</strong></td>
</tr>
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</table>
MEMORANDUM

To: The Honorable Carrie M. Austin  
Chairman, Committee on the Budget and Government Operations

From: Rebekah Scheinfeld  
Commissioner, Chicago Department of Transportation

CC: Samantha Fields  
Mayor’s Office of Legislative Counsel and Government Affairs

Date: October 25, 2016

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 84-03

The attached information is in response to questions posed by Alderman Osterman, 48th Ward, at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

How are speed camera revenues for 2016 and 2017 spent?

Answer: Revenue from the Automated Speed Enforcement (ASE) program is about $52 million per year. This revenue supports safety zone improvements as well as youth programs. See below for detail on programming.
Please let me know if you have any further questions.

### Automated Speed Enforcement (ASE)

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>Safety Zones</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 277,258</td>
<td>$ 115,200</td>
<td>Pavement and Marking Safety - Safety Zones (100-99-0340)</td>
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<tr>
<td></td>
<td>$ 7,171,875</td>
<td>$ 7,171,875</td>
<td>Annual cost for ASE Contract and contingency (CDOT Budget 100-84-2130-0162)</td>
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<tr>
<td></td>
<td>$ 7,449,133</td>
<td>$ 7,287,075</td>
<td>Total Safety Zone Programs - 2016</td>
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<table>
<thead>
<tr>
<th></th>
<th>2016</th>
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<th>2017 Youth Programs</th>
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<tr>
<td></td>
<td>$ 15,075,000</td>
<td>$ 15,075,000</td>
<td>Youth Mentoring Programs</td>
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<td>$ 1,504,979</td>
<td>$ 1,540,979</td>
<td>Early Childhood Education Program (DFSS Budget 100-50-9200)</td>
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<tr>
<td></td>
<td>$ 15,451,803</td>
<td>$ 16,663,403</td>
<td>Homeless Services for Youth (DFSS Budget 100-50-9200)</td>
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<tr>
<td></td>
<td>$ 15,822,801</td>
<td>$ 17,756,201</td>
<td>Summer Programs (DFSS Budget 100-50-9200)</td>
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<tr>
<td></td>
<td>$ 1,202,196</td>
<td>$ 1,457,314</td>
<td>After School Programs (DFSS Budget 100-50-9200)</td>
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<tr>
<td></td>
<td>$ 49,056,779</td>
<td>$ 58,492,897</td>
<td>Total Youth Programs - 2016</td>
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<tr>
<td></td>
<td>$ 56,505,912</td>
<td>$ 65,779,972</td>
<td>Total Programming - Safety Zone and Youth Programs - 2016/2017</td>
</tr>
</tbody>
</table>
The attached information is in response to questions posed by Alderman Michelle Smith at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

Alderman Michelle Smith asked for the process of processing engineering requests. Transmitted herewith are the flowcharts indicating the process CDOT uses for special engineering requests such as neighborhood “greenways”, and for traffic calming requests such as bump-outs or pedestrian islands.

Please let me know if you have any further questions.
CCE CIC Traffic Calming Special Request Process

**CDOT – Engineering**
- Review estimate request
  - Verify that improvement is suited to be built via the CIC contract
  - Send Request for Estimate to CCE

**CCE – Design Coordination**
- Enter request into Traffic Calming Special Request Log for tracking
- Review Design Plan
- Schedule/assign cost estimate

**CDOT – Engineering**
- Review Design Plan
- Generate detailed CIC Cost Estimate

**CCE – Design Coordination**
- Review completed Cost Estimate
  - Create transmittal cover sheet with project description, estimated cost, and notes/assumptions
  - Create CIC Estimate package consisting of:
    - Transmittal cover sheet
    - Design Plan
    - CIC Cost Estimate
  - Send completed package to CDOT-ENG

**CDOT – Project Development**
- Receive request from Alderman for one of the following:
  - Detached Bump Outs
  - Traffic Circle
  - Cul-de-sac
  - Diagonal Parking
- Request OUC Information Retrieval
- Perform Field Survey
- Create Design Plan
  - Acquire Landscaping Maintenance Agreement from Alderman if landscaping is proposed
  - Filter out identical requests
  - PMO map
  - Send request for CIC Cost Estimate to CDOT-ENG
- Upon receipt of atlases from OUC, add utilities to Design Plan and submit for Existing Facility Protection

**CCE – Design Coordination**
- Review completed Cost Estimate
  - Create transmittal cover sheet with project description, estimated cost, and notes/assumptions
  - Create CIC Estimate package consisting of:
    - Transmittal cover sheet
    - Design Plan
    - CIC Cost Estimate
  - Send completed package to CDOT-ENG

**CDOT – Engineering**
- Review completed Cost Estimate package
- Return to CDOT-DPD

**CDOT – Project Development**
- Forward total cost to requesting entity
- Coordinate to determine if project will receive funding

**CCE – Design Coordination**
- Receive completed Design Plan
- Forward to CCE
- Review completed Work Order Package
- Return to CDOT-DPD

**CDOT – Engineering**
- Enter into CIC Database
- Add to appropriate release package and transmit to CIC-CM

**CCE – Project Development**
- Forward to CCE
- Receive OUC Permit Issuance Authorization
- Update Design Plan with authorization status and OUC file number
- Forward the following to CCE:
  - Updated Design Plan with utilities shown
  - OUC Permit Issuance Authorization package
  - Landscaping Maintenance Agreement (if applicable)
  - Note any design changes due to OUC coordination

**CDOT – Project Development**
- Provide authorization to proceed, fund strip, and Work Order

**CCE – Design Coordination**
- Revise Cost Estimate if needed
- Create Work Order Package
- Send finalized package to CDOT-ENG

**Funding Received?**
- YES

**CDOT – Engineering**
- Provide authorization to proceed, fund strip, and Work Order

**CDOT – Engineering**
- Enter into CIC Database
- Add to appropriate release package and transmit to CIC-CM

**CDOT – Project Development**
- Forward total cost to requesting entity
- Coordinate to determine if project will receive funding

**CCE – Design Coordination**
- Enter request into Traffic Calming Special Request Log for tracking
- Review Design Plan
- Schedule/assign cost estimate

**CDOT – Engineering**
- Review completed Design Plan
- Generate detailed CIC Cost Estimate

**CCE – Design Coordination**
- Review completed Cost Estimate
  - Create transmittal cover sheet with project description, estimated cost, and notes/assumptions
  - Create CIC Estimate package consisting of:
    - Transmittal cover sheet
    - Design Plan
    - CIC Cost Estimate
  - Send completed package to CDOT-ENG

**CDOT – Project Development**
- Receive request from Alderman for one of the following:
  - Detached Bump Outs
  - Traffic Circle
  - Cul-de-sac
  - Diagonal Parking
- Request OUC Information Retrieval
- Perform Field Survey
- Create Design Plan
  - Acquire Landscaping Maintenance Agreement from Alderman if landscaping is proposed
  - Filter out identical requests
  - PMO map
  - Send request for CIC Cost Estimate to CDOT-ENG
- Upon receipt of atlases from OUC, add utilities to Design Plan and submit for Existing Facility Protection

**CCE – Design Coordination**
- Review completed Design Plan
- Forward to CCE
- Review completed Work Order Package
- Return to CDOT-DPD
**CCE CIC Special Request Process**

**CDOT – Project Development**
- Receive request from Alderman or other entity to perform study
- Study results in need for improvement
- Create Concept Plan / Scope
- Filter out identical requests
- PMO map
- Determine Programming Level Estimate of Cost based on past projects (seek assistance from CCE if needed)
- Letter to Alderman seeking funding in amount of programming level estimate
- Acquire landscaping maintenance agreement from Alderman if landscaping is proposed
- Once funding is secured, forward project to CDOT-ENG for detailed design and construction

**CDOT – Engineering**
- Review design request
- Verify that proposed improvement is funded and suited to be built via the CIC contract
- Send Request for Design to CCE

**CCE – Design Coordination**
- Enter request into Special Request Log for tracking
- Review Concept Plan and description
- Submit for OUC IR if project scope may include excavation for:
  - Drainage structures, electrical conduit, or other utilities
  - Light pole or signal pole foundations
  - Other features requiring 30” depth of excavation
- Determine type of survey needed:
  - No survey performed for Traffic Calming requests
  - Wheel survey performed for most requests
  - Full topographic survey performed when necessary for detailed drainage design, etc.
- Schedule/assign survey

**CCE – Field Survey**
- Determine construction limits based on Concept Plan and field conditions
- Identify constructability issues
- Collect measurements and photos
- Elevations to City Datum if project will require OUC EFP Approval
- Import shots into Microstation drawing if total station was used

**CCE – Design**
- Review concept plan and survey
- Create working CAD files, including base, topo, utilities, and sheet files
- Plan sheets may include:
  - Cover Sheet
  - General Notes
  - Survey alignment and ties
  - Typical Sections
  - Existing Conditions / Removals
  - Proposed Improvement
  - Striping Plan
  - Signing Plan
  - MUTCD Sign Layout Diagrams
  - Standard Details
- Determine construction limits / verify limits determined by surveyor
- Perform needed detailed design work for grading, drainage, ADA ramps, etc.
- Generate detailed CIC Cost Estimate

**CDOT – Design Coordination**
- Review completed design plans and cost estimate
- Submit plans for OUC EFP if project scope will include excavation
- Create transmittal cover sheet with project description, estimated cost, and notes/assumptions
- Create work order package consisting of:
  - Transmittal cover sheet
  - Design plans
  - CIC cost estimate
- Send completed package to CDOT-ENG

**CDOT – Engineering**
- Review completed work order package
- Return to CDOT-DPD

**CDOT – Project Development**
- Review completed work order package
- Provide fund strip and authorization to proceed
- Generate Work Order

**CDOT – Engineering**
- Enter into CIC Database
- Add to appropriate release package and transmit to CIC-CM
CCE Menu Survey Request to Construction Layout Process

**CDOT – Project Development**
- Receives Aldermanic Menu requests for construction improvements
- Transmits appropriate requests to CCE for survey

**CDOT – CCE**
- CCE project numbers assigned
- Requests entered into CCE database

Street Resurfacing Requests

**CDOT – CCE: Turbo Survey**
- Approximate measurements taken off Google Maps aerial and street view images. No field work is performed.
- Quantities calculated and submitted in spreadsheet format

Alley Resurfacing + Concrete Requests

**CDOT – Project Development**
- Estimates presented to Aldermen
- Receives decisions from Aldermen on primaried locations
- Notification email sent listing projects released for construction

**CDOT – CCE: Tablet Survey**
- Detailed GIS based Tablet Survey producing:
  - Construction drawings
  - Quantities / Cost Estimate
  - Photo Log

**CDOT – CCE: IHC Coordination**
- Construction coordination, scheduling, and layout

**CDOT – Project Development**
- Estimates presented to Aldermen
- Receives decisions from Aldermen on primaried locations
- Notification email sent listing projects released for construction

Alley Resurfacing + IHC Concrete

**CDOT – Engineering**
- CIC coordination, scheduling, and layout

Contractor Concrete

- Performed for Street Resurfacing requests only
- Allows for estimates to be presented to Aldermen despite adverse weather conditions
- Process made permanent due to efficiency savings:
  - Historically, 50% of Street Resurfacing requests are not funded/constructed
  - Turbo Surveys completed 70% faster than full Tablet Surveys
  - Detailed Tablet Survey work limited to only those locations that are funded
  - Approximate 20% Time Savings expected
MEMORANDUM

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      Commissioner, Chicago Department of Transportation

CC: Samantha Fields
    Mayor’s Office of Legislative Counsel and Government Affairs

Date: October 25, 2016

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 84-05

The attached information is in response to questions posed by Alderman Smith at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

Alderman Smith asked for a detailed list of what programs were being increased and/or decreased to make up the overall CDOT 2017 increase. Please see the attached report which gives a breakdown of the major increases and decreases for our 2017 budget.

Please let me know if you have any further questions.
## 2017 Budget Major Changes

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Budget</strong></td>
<td>$165,867,619</td>
<td>$151,268,067</td>
<td>$14,599,552</td>
</tr>
<tr>
<td><strong>Personnel</strong></td>
<td>$118,723,468</td>
<td>$112,564,982</td>
<td>$6,158,486</td>
</tr>
<tr>
<td></td>
<td>Includes an increase of $600,000 for Overtime.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Budgeted Positions</strong></td>
<td>1,362</td>
<td>1,322</td>
<td>40</td>
</tr>
</tbody>
</table>

### Non - Personnel - Significant Changes of at Least $50K

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0140 Professional &amp; Technical Services</td>
<td>$3,684,550</td>
<td>Pavement Marking $3,500,000 Freight Tunnel $300,000</td>
</tr>
<tr>
<td>0144 Engineering &amp; Architecture</td>
<td>$220,000</td>
<td>Lower Wacker Dr. Tunnel $120,000 Torrence Avenue Underpass $80,000 Torrence Avenue Bridge Elevator $20,000</td>
</tr>
<tr>
<td>0149 For Software Maintenance &amp; Licensing</td>
<td>($67,000)</td>
<td>CADD Maintenance ($15,000) Buzz saw Maintenance ($40,000)</td>
</tr>
<tr>
<td>0157 Rental of Equipment and Services</td>
<td>($435,247)</td>
<td>Rental Equipment Accounts moved to 2FM</td>
</tr>
<tr>
<td>0159 Lease Purchase Agreements for Equipment</td>
<td>($79,719)</td>
<td>Adjustment for Canon Copiers new per agreement by 2FM.</td>
</tr>
<tr>
<td>0188 Vehicle Tracking Service</td>
<td>$60,000</td>
<td>New GPS Devices 146 Units</td>
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<tr>
<td>0162 Repair/Maintenance of Equipment</td>
<td>($577,054)</td>
<td>Red Light Cameras ($451,943) Automated Speed Camera ($117,395)</td>
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<tr>
<td>0340 Materials &amp; Supplies</td>
<td>$6,339,136</td>
<td>$5,500,000 Pavement Maintenance, $954,000 Electrical Materials</td>
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<tr>
<td>0931 Tort/Non-Tort Judgment</td>
<td>($590,000)</td>
<td>Tort/Non-Tort Judgments</td>
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<tr>
<td>Various Accounts</td>
<td>($113,600)</td>
<td>Decreases less than $50K</td>
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<tr>
<td><strong>Non-Personnel Increase</strong></td>
<td>$8,441,066</td>
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</table>
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From: Rebekah Scheinfeld  
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CC: Samantha Fields  
   Mayor’s Office of Legislative Counsel and Government Affairs

Date: October 25, 2016

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 84-06

The attached information is in response to questions posed by Alderman Smith at CDOT’s hearing on October 20th to discuss the proposed 2017 budget.

Alderman Smith asked for the status of the current vacancies in the Division of Electrical Operations. Please see the attached report which gives the status of the thirty three (33) vacancies. Also attached please find a summary of the hiring completed in 2016, and the resulting vacancies.

Please let me know if you have any further questions.
<table>
<thead>
<tr>
<th>FUND</th>
<th>DIV</th>
<th>SECT</th>
<th>SSEC</th>
<th>JOB CODE</th>
<th>VAC COUNT</th>
<th>JOB DESCRIPTION</th>
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<td>0100</td>
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<td>3275</td>
<td>4280</td>
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<td>2150</td>
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<td>LINEMAN PA TRAF SIGNAL RPMN</td>
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<td>0300</td>
<td>2150</td>
<td>3270</td>
<td>4273</td>
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<td>3270</td>
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<td>5081</td>
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