

**Memorandum  
Public Works Department**



**To:** City Manager  
**Subject:** MetroLINK Bus Shelter on City Right of Way at 2617 18<sup>th</sup> Avenue  
**Date:** January 25, 2016  
**Number:** 2016-013

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Ms. Chelsey Hohensee of the Rock Island County Metropolitan Mass Transit District (MetroLINK) has submitted a request for MetroLINK to install a bus shelter within the 18<sup>th</sup> Avenue Right of Way (ROW) adjacent to the new CVS store (attached diagrams). Vehicular traffic along 18<sup>th</sup> Avenue should not be affected by the presence of the shelter within the ROW.

Existing utilities (sewer) are located under the 18<sup>th</sup> Street pavement and should not be impacted by the presence of the shelter within the ROW.

If the City grants permission to install the bus shelter at this location, MetroLINK would be required to provide a signed copy of the attached License Agreement and Hold Harmless to hold the City harmless for any liability due to the presence of the shelter within the ROW. In addition, the agreement also states that MetroLINK will maintain the shelter.

**Recommendation**

It is recommended that City Council allow MetroLINK to install the bus shelter within the 18<sup>th</sup> Avenue Right of Way at the above referenced address as long as they provide a signed copy of the License Agreement and Hold Harmless and authorize the City Manager to sign the agreement.

**Submitted by:** Randall D. Tweet, Public Works Director  
Michael J. Kane, P.E., City Engineer

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**Approved by:** Thomas Thomas, City Manager

**USE OF PUBLIC RIGHT-OF-WAY PERMIT APPLICATION**

City of Rock Island Planning Office  
 City Hall, 1528 3rd Avenue  
 Rock Island, Illinois 61201  
 Phone: (309) 732-2900 Fax: (309) 732-2930  
 Email: planning@rigov.org



**BUSINESS OWNER / APPLICANT / AGENT INFORMATION**

Name: <i>Chelsey Hohensee, Planning Admin.</i>	Phone: <i>(309) 786-3094</i>
Name of Business Establishment: <i>RI County Metropolitan Mass Transit District (Metrolink)</i>	
Address: <i>1515 River Dr, Moline, IL 61265</i>	
Email: <i>chohensee@qametrolink.com</i>	

**PROPERTY OWNER INFORMATION**

Name:	Phone:
Company Name (if applicable):	
Address:	
Email:	
----- <i>If different from applicant, please attach notarized letter of authorization.</i>	

**SUBMITTAL REQUIREMENTS:**

- Letter addressed to the City Council describing proposed use, including the description of object(s)/planting(s) proposed, days/hours of operation.
- Notarized authorization of the owner of the property owner allowing submittal of application.
- Drawing or sketch with dimensions, depicting the location of the object(s) or planting(s) proposed to be placed in the public ROW, no larger than 11" x 17" in size.
- NOTE: Any object(s) or planting(s) shall not impede the free passage of pedestrians or vehicular traffic. A minimum of five feet (5') of clear, unobstructed sidewalk width shall be maintained to provide for sufficient pedestrian passage. Proof of comprehensive liability coverage against personal injury and property damage in the amount of \$1,000,000. A Certificate of Insurance naming the City of Rock Island as an individual insured and requiring that the City be notified 30 days prior to any termination or decrease of coverage.

Applicant's Signature: <i>Chelsey Hohensee</i>	Date: <i>1-25-16</i>
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**FOR OFFICE USE ONLY-TO BE COMPLETED BY PUBLIC WORKS DIRECTOR**

APPROVALS

- |                   |   |                             |                 |   |  |
|-------------------|---|-----------------------------|-----------------|---|--|
| CED Department    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Planning Office | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Police Department | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Insurance       | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Fire Department   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | City Council    | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

Public Works Director approval: <i>[Signature]</i>	Date: <i>1-25-16</i>
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**License Agreement and Hold Harmless  
(City of Rock Island – Shelter Installation and Operation)**

In a mutual agreement between the Rock Island County Metropolitan Mass Transit District (MetroLINK) and the City of Rock Island, the owner of Right-of-Way (ROW) at 2617 18th Avenue, Rock Island, Illinois. All parties do hereby enter into a License and Hold Harmless Agreement related to the installation of one (1) aluminum and glass constructed passenger shelters and real-time signage, and the operation of such public transit passenger shelters and signage at the noted location. This Agreement is approved by all parties in an effort to improve transit passenger service to this area.

**Shelter Location**

The subject shelter is to be located on property located at 2617 18th Avenue, Rock Island, Illinois on the north side of 18th Avenue, adjacent to the future CVS retail store.

**Terms**

For and in exchange of good and valuable consideration, including the exchange of mutual promises, the parties agree as follows; the City of Rock Island (property owner) does hereby grant MetroLINK (Rock Island County Metropolitan Mass Transit District) a revocable access and use license for installation of one (1) public transit passenger shelter and real-time signage on the subject property described herein and MetroLINK does hereby agree to indemnify and hold harmless, the City of Rock Island, its agents, employees, and officers from any and all claims which might arise as a result of or in consequence of the installation, operation, and use of the aforementioned public transit passenger shelter and real-time signage at:

2617 18th Avenue  
Rock Island, Illinois

As additional consideration, MetroLINK agrees to assume responsibility for all initial costs associated with the purchase, installation, and use of the public transit passenger shelter and real-time signage at the identified location; and, upon completion of the shelter installation, MetroLINK will assume responsibility for the cleaning, care, and maintenance of the shelters located as described above.

The owner of the adjacent property, First Equity, has already installed a shelter pad and provided conduit with an electrical connection prior to the initiation of this Agreement. It is assumed that First Equity will continue to provide power to the shelter and real-time signage described herein for the length of this Agreement.

NOTWITHSTANDING THE ABOVE, all parties shall reserve the right to pursue all claims and causes of action which are the result of accidents, occurrences, or claims which are not a direct result of the routine operation (such as passenger staging and movement between the shelter and the bus) of the bus passenger shelter located at the property described herein for placement of the public transit passenger shelter and real-time signage.

**Entire Agreement**

MetroLINK and the City of Rock Island understand and agree that this Agreement is the complete expression of the terms and conditions of a transaction between said parties, and that any oral representations or understandings not incorporated herein are excluded.

Further, any modification of this Agreement shall be in writing and signed by both parties. Both parties may cancel this Agreement with the submittal of a written notice of cancellation to the other party, at least ninety (90) calendar days prior to the proposed or effective date of cancellation.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized representatives, as of the signature dates noted below.

By: \_\_\_\_\_  
Lawrence W. Lorensen, Chairman,  
Board of Trustees, MetroLINK

Date: 1/27/2016

By: \_\_\_\_\_

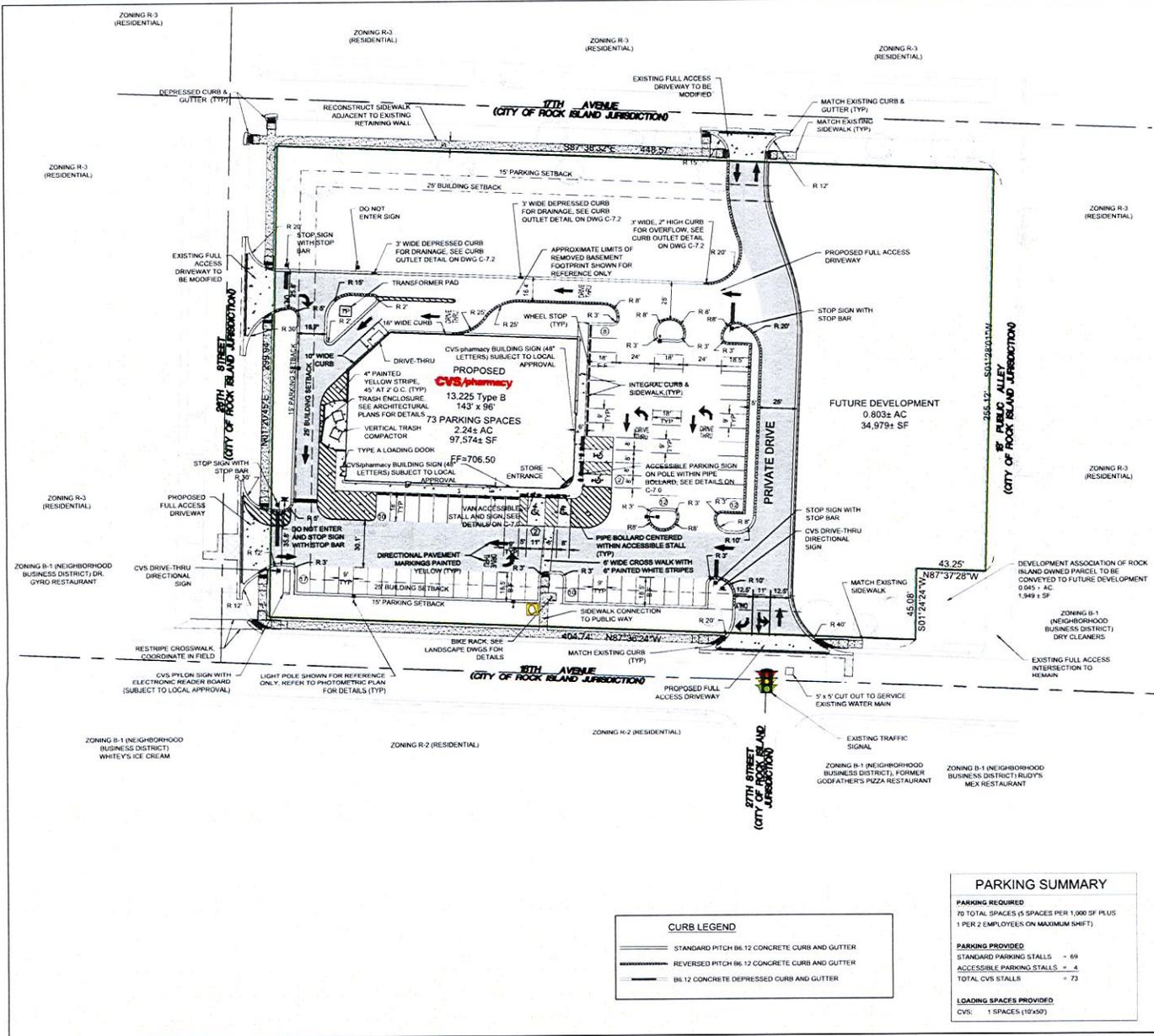
Date: \_\_\_\_\_

City of Rock Island

**Correspondence Addresses**

MetroLINK  
1515 River Drive  
Moline, IL 61265  
(309) 786-2705 Phone

City of Rock Island  
1528 Third Avenue  
Rock Island, IL 61201  
(309)732-2050 Phone



- GENERAL NOTES:**
1. ALL DIMENSIONS SHOWN ARE TO BACK OF CURB UNLESS OTHERWISE NOTED
  2. ALL PROPOSED ON-SITE STRIPING SHALL BE PAINTED YELLOW UNLESS OTHERWISE NOTED
  3. BUILDING DIMENSIONS ARE TO OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED
  4. ALL CURB AND GUTTER SHALL BE 86.12 UNLESS OTHERWISE NOTED
  5. REFER TO UTILITY PLAN FOR PROPOSED EASEMENTS
  6. ALL SITE SIGNAGE SHALL BE IN CONFORMANCE WITH M.U.C.D.

**PAVING LEGEND**

	<b>REGULAR BITUMINOUS PAVEMENT</b> 1.5" HOT MIX ASPHALT SURFACE COURSE, MIX D, N50 2" HOT MIX ASPHALT BINDER COURSE, B, 19, N50 PRIMECOT PER ARTICLE 4.6 OF DOT STANDARD SPECIFICATIONS FOR ROAD & BRIDGE CONSTRUCTION 1" AGGREGATE BASE COURSE (C&M)
	<b>HEAVY DUTY BITUMINOUS PAVEMENT</b> 2" HOT MIX ASPHALT SURFACE COURSE, MIX D, N50 3" HOT MIX ASPHALT BINDER COURSE, B, 19, N50 PRIMECOT PER ARTICLE 4.6 OF DOT STANDARD SPECIFICATIONS FOR ROAD & BRIDGE CONSTRUCTION 1" AGGREGATE BASE COURSE (C&M)
	<b>CONCRETE PAVEMENT</b> 6" P.C. CONCRETE PAVEMENT WITH 645 W2 9W2 9 WWF P.P.C. CONCRETE PAVEMENT WITH TRASH AREA 1" AGGREGATE BASE COURSE (C&M)
	<b>PRIVATE CONCRETE SIDEWALK W/ INTEGRAL CURB (REINFORCED) - ALONG CVS BUILDING</b> 6" P.C. CONCRETE PAVEMENT 1" AGGREGATE BASE COURSE (C&M)
	<b>PUBLIC CONCRETE SIDEWALK (REINFORCED)</b> 5" P.C. CONCRETE PAVEMENT 4" AGGREGATE BASE COURSE (C&M)
	<b>FULL DEPTH PAVEMENT PATCH</b> MATCH EXISTING ASPHALT PAVEMENT SECTION

**SITE DATA TABLE**

<b>LOT AREA</b>	CVS = 2.241 AC FUTURE DEVELOPMENT = 0.804 AC TOTAL = 3.045 AC
<b>EXISTING ZONING</b>	R-3: 1 AND 2 FAMILY RESIDENCE DISTRICT PROPOSED ZONING: B-3: COMMUNITY BUSINESS DISTRICT
<b>BUILDING SETBACKS</b>	FRONT YARD: 25' SIDE YARD: 25' REAR YARD: 25'
<b>PERVIOUS AREA</b>	CVS = 33.1% (0.74 AC.)
<b>FLOOR AREA RATIO</b>	CVS = 0.14

**PARKING SUMMARY**

<b>PARKING REQUIRED</b>	70 TOTAL SPACES (5 SPACES PER 1,000 SF PLUS 1 PER 2 EMPLOYEES ON MAXIMUM SHIFT)
<b>PARKING PROVIDED</b>	STANDARD PARKING STALLS = 69 ACCESSIBLE PARKING STALLS = 4 TOTAL CVS STALLS = 73
<b>LOADING SPACES PROVIDED</b>	CVS: 1 SPACES (10'x50')

**NEW NORTHERN - 13,225 B**  
STORE NUMBER: 8656  
2601 18th AVENUE  
NEC 18th AVENUE & 26TH STREET  
ROCK ISLAND COUNTY  
ROCK ISLAND, ILLINOIS  
DEAL TYPE: RELO  
CS PROJECT NUMBER: CSH 085827

**ENGINEER:**  
V3 Companies  
1325 James Avenue  
Waukegan, IL 60051  
630.724.9200 phone  
630.724.9707 fax  
www.v3cs.com

**CONSULTANT:**  
ARCHITECT  
NORR, LLC  
150 JEFFERSON AVENUE, SUITE 1300  
DETROIT, MICHIGAN 48226  
PHONE: (313) 324-3100

**LANDSCAPE CONSULTANTS:**  
DANIEL WEINBACH & PARTNERS  
43 W JACKSON BLVD., SUITE 250  
CHICAGO, ILLINOIS 60604  
PHONE: (312) 427-2888

**DEVELOPER:**  
FIRST EQUITY GROUP, LLC  
305 WEST WACKER DRIVE, SUITE 901  
CHICAGO, IL 60606  
PHONE: 312.857.7000  
FAX: 312.807.7010

**SEAL:**

**REVISIONS/ SUBMITTALS:**

1	ISSUED FOR REVIEW	12-10-14
2	INTERNAL REVIEW, ISSUED FOR BID	02-05-15

**DRAWING BY:** DB  
**DATE:** DECEMBER 10, 2014  
**JOB NUMBER:** 10173\_020  
**TITLE:** LAYOUT AND PAVING PLAN (SITE PLAN)  
**SHEET NUMBER:** C-4.0  
**COMMENTS:** NOT RELEASED FOR CONSTRUCTION







