



## ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, June 24, 2019  
6:00 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston  
James C. Lytle Council Chambers

### AGENDA

- I. DECLARATION OF A QUORUM: ALDERMAN BRAITHWAITE
- II. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 10, 2019
- III. PUBLIC COMMENT

#### IV. CONSENT CALENDAR

*All matters listed under the Item III (3), Consent Calendar, are considered by the Committee to be routine and will be enacted in one motion without discussion. If discussion is desired, that item may be removed and considered separately.*

(A1) Payroll – May 27, 2019 through June 9, 2019 \$2,841,400.11  
**For Action**

(A2) Bills List – June 25, 2019 \$2,831,992.69  
**For Action**

(A3) **Agreement to with Sam Goss & Associates to Provide Services for the Handyman Program**

Staff recommends City Council authorize the City Manager to execute an agreement with Sam Goss & Associates (1727 Brummel, Evanston, IL 60202) to provide handyman services for the Handyman Program (RFP 19-17). This agreement will cover the period of July 1, 2019 through December 31, 2019. Funding will be provided from the Affordable Housing Fund (Account 250.21.5465.63095) with a budget of \$20,000.

**For Action**

**(A4) Agreement with Azavar Audit Solutions, Inc for Sales and Utility Tax Revenue Audits**

Staff recommends City Council authorize a new agreement with Azavar Audit Solutions, Inc. (Azavar) to provide auditing services related to Sales Tax and Utility Tax revenues. The City is currently paying Azavar a monthly amount of \$915 as an incremental share of electric and gas tax revenues. Additional revenues shared with Azavar will be 45% of the increment for 36 months compared to 45% of the increment for 60 months. This will help the City retain incremental revenues after 3 years.

**For Action**

**(A6) Sole-source Renewal of Dell Pro Support**

Staff recommends City Council authorize the sole-source renewal of Pro Support from Dell Technologies (1 Dell Way, Round Rock, TX 78682) in the amount of \$27,598.12. This renewal purchase enables the City to maintain support plans for critical IT infrastructure. Funding is provided by the IT Division's Computer License and Support Account (100.19.1932.62340) which has a 2019 budget of \$550,000 and a current balance of \$164,829.03. The account balance will be \$137,230.91 after this purchase is complete.

**For Action**

**(A7) Resolution 61-R-19, Updating the Investment Policy**

Staff recommends City Council adoption of Resolution 61-R-19 updating investment policy related to the allowable investment products.

**For Action**

**(A8) Resolution 62-R-19, Approving Settlement in *Lindstrom v. City of Evanston***

Staff recommends City Council adoption of Resolution 62-R-18 authorizing the City of Evanston ("City") to issue a settlement payment pursuant to a settlement agreement and release in *Cecilia Lindstrom v. City of Evanston* (Case No. 1:17-cv-07719). Funding will be provided from the Insurance Fund - Settlement Costs – Liability (Account 605.99.7800.62260).

**For Action**

**(A9) Resolution 63-R-19, Approving Settlement in *R.J. O'Neil, Inc. v. City of Evanston, et al.***

Staff recommends City Council adoption of Resolution 63-R-18 authorizing the City of Evanston ("City") to issue a settlement payment pursuant to a settlement agreement and release in *R.J. O'Neil Inc. v. City of Evanston, et al.* (Case No. 18-CH-15227). Funding will be provided from the Construction Fund – Fountain Square Project (Account 415.40.4217.65515 – 516004).

**For Action**

## V. ITEMS FOR CONSIDERATION

### (A5) **Contract Award with Spring City Electrical Manufacturing for Tallmadge Street Light Poles and Fixtures**

Staff recommends that City Council authorize the City Manager to execute a contract with Spring City Electrical Manufacturing (One South Main Street, Spring City, PA 19475) to cast a mold for the Tallmadge street light pole and supply a sample pole & luminaire fixture in the amount of \$79,000. Additionally, staff recommends that upon acceptance of the sample pole and luminaire fixture by the City, a 10-year contract be executed for Spring City to supply the Tallmadge street light pole at a cost of \$3,100 per pole and supply the luminaire fixture at a cost of \$1,275 per fixture in 2019. During the term of the contract the maximum price escalation per year will be fixed to the Consumer Price Index – Urban (CPI-U). Funding to cast a mold will be from the CIP Fund 2019 General Obligation Bonds in the amount of \$79,000. A detailed summary of the funding is included in the corresponding transmittal memorandum.

#### **For Action**

### (A10) **Ordinance 62-O-19, Amending Portions of City Code to Institute Building Permit Cancellation Fee Schedule**

Staff recommends adoption of Ordinance 62-O-19, amending portions of Ordinance 136-O-18 Permit Fee Schedule to assess a cancellation fee to all building permit cancellations resulting in a refund request. Cancellation fee will be \$25 for permits issued with a permit fee of \$150 or less and \$50 for permits issued with a permit fee greater than \$150. Funding will be provided from the Fee Revenue to Building and Inspection Services – Building Permits (Account 100.21.2126.52080).

#### **For Introduction**

### (A11) **Ordinance 61-O-19, Amending Portions of City Code Regarding the City of Evanston Occupation of Public Way Permit Fee Schedule**

Staff recommends adoption of Ordinance 61-O-19, amending portions of City Code Chapter 2 - Streets, Sidewalks and Public Ways to assess a cancellation fee to all Occupation of Public Way permit cancellations resulting in a refund request. Occupation of Public Way permit types are Right of Way, Sidewalk Cafe, Moving Vehicle Parking and Storage Container. The cancellation fee will be \$25 for permits issued with a permit fee of \$150 or less and \$50 for permits issued with a permit fee greater than \$150. Funding will be provided from Fee Revenue to Public Works Agency - Occupation of Public Way Permits (Account 100.40.4105.52126).

#### **For Introduction**

## VI. ITEMS FOR DISCUSSION

## VI. COMMUNICATIONS

## VII. ADJOURNMENT