

AGENDA
COMMITTEE OF THE WHOLE
March 13, 2018
2200 Harnish Drive
Village Board Room
- AGENDA -
7:30 P.M.

Trustee Glogowski – Chairperson
Trustee Steigert
Trustee Sosine
Trustee Spella
Trustee Jasper
Trustee Brehmer
President Schmitt

1. **Roll Call – Establish Quorum**
2. **Public Comment – Audience Participation** (*Persons wishing to address the Committee on an item on this agenda must register with the Chair prior to roll call.*)
3. **Presentation on the Villages Infrastructure**
4. **Community Development**
 - A. Consider a Monument Sign Variance for CUSD 300 Jacobs High School, 2601 Bunker Hill Drive
 - B. Consider a Wall Sign Variance for AT&T Store, 1454 S. Randall Road
5. **General Administration**
 - A. Consider a Resolution Designating Depositories for Funds and other Public Monies in the Custody of the Village of Algonquin
 - B. Review Proposed 2018-2019 General Fund Budget
 - C. Review Proposed 2018-2019 Budget for Remaining Fund Items
 - D. Consider Sponsorship Program for Lions Armstrong Memorial Pool
6. **Public Works & Safety**
 - A. Consider an Agreement with Midwest Water Group/RMS Utility Services for Sanitary Sewer Evaluation – Acoustic Pipeline Testing & Manhole Camera Inspections
 - B. Consider an Agreement with Core & Main LP for Water Meters, Centralized Reading Equipment, and Analytical Software
 - C. Consider an Agreement with UMI for Water Meter Installation Services
 - D. Consider an Agreement with GSG Consultants, Inc. for the Harnish Drive IMS Roadway Rehab Phase 1 Design Engineering Services
7. **Executive Session**
8. **Other Business**
9. **Adjournment**



VILLAGE OF ALGONQUIN
COMMUNITY DEVELOPMENT DEPARTMENT

– M E M O R A N D U M –

DATE: March 9, 2018

TO: Committee of the Whole

FROM: Russell Farnum, AICP, Community Development Director

SUBJECT: *D300 Sign Variance Request – Jacobs High School*

Attached please find a request by Dan Opels on behalf of District 300/Jacobs High School for a sign variance for relocation of the off-site Jacobs High School sign, currently located at the northwest corner of Randall Road and Bunker Hill Drive.

The proposal includes simply relocation of the existing off-premises sign to comply with setbacks and other physical location provisions of the Sign Code, which are impacted by the Randall Road widening project and the improvements to the intersection with Bunker Hill Drive.

The argument is that this sign serves as a “Community Information” sign, advertising high school events, sharing news and announcements, and even highlighting community events. In addition, Jacobs High School has had a sign in or near this location since the time that Bunker Hill Drive was nothing more than the driveway to Jacobs High School. Other than the issue that the sign is off-site, the ground sign is otherwise compliant with the Village Sign Code.

Criteria for Variance

As outlined in Chapter 29 of the Municipal Code, Sign Code, Section 29, sign variations shall be considered based upon the objectives of the Sign Ordinance and the principles of variations including demonstration of a hardship that was not created by the applicant. In granting such a request, the Village Board shall have the right to impose any and all such further conditions, such as time limits, reduction of other signs, or site improvements.

Analysis

The Village Sign Ordinance prohibits off-site signs per Chapter 29.03, item 9. This is the specific provision that mandates a variance for relocation of the sign to a nearby location, which is still off-site.

When considering a petition for such a variation, the Village Board shall consider the intent of the sign code, as well as the demonstration of a hardship that was not created by the applicant, as to why the variation should be granted. Part of the intent of the Sign Code (29.01, #5) includes:

“Facilitating effective communication between the public and the environment through signs that are appropriate for the type of street and site upon which they are located”

In the case at hand, the Jacobs High School sign is clearly impacted by the acquisition of right-of-way necessary for an important widening of Randall Road, and related improvements to the intersection at Bunker Hill. This project is being conducted by the McHenry County Department of Transportation, and the layout of the ultimate right-of-way and the geometry of the physical improvements to the roadways and intersection are mandated by Federal and State highway engineering standards. These factors are clearly out of control of the School District.

Further, in this case, the off-site sign has a far superior public good than simply to serve as additional advertising for a commercial purpose. Not only does the sign direct many visitors to the location of Jacobs High School, the changeable copy sign also provides important community information, thereby supporting the intent of the Sign Code by facilitating effective information to the public.



Existing Jacobs Sign (above)

As the Randall Road corridor has grown up around Jacobs High School, the Jacobs sign has been impacted multiple times and in multiple ways. Throughout this time, District 300 has always been a strong partner in the Village's measured growth and success.



Aerial Photo of Jacobs sign circa 1990

Conclusions and Recommendation

An off-site sign for Jacobs High School has existed along Randall Road since before Bunker Hill Drive was a public street. The current sign is being impacted by the acquisition of right-of-way and the expansion of Randall Road and Bunker Hill Drive, which is not under the control of District 300.

The sign must be moved out of the future expanded roadway. Under current Sign Code provisions, the off-site sign would not be allowed. This variance would allow the sign to remain, in a new location that is not interfering with traffic and otherwise compliant with all other Code requirements.

This sign serves to support the intent of the Sign Code, supporting communication with the public and announcement of important community issues. This is a higher purpose than most typical off-site signs, and the relationship of D300 with the Algonquin community has traditionally been strong.

Staff finds that this sign variance request meets the requirements of a hardship that is outside the School District's control, the proposed sign serves the objectives of the Sign Code, and that the proposed sign has a strong community benefit.

For these reasons, it is recommended the Committee of the Whole forward this sign variance request to the Board for approval, with the following conditions:

1. That this variance is granted to relocate the existing sign which, when relocated, shall be placed on a brick base similar to that which exists today;

2. That an appropriate easement shall be drafted and recorded between Meijer and School District 300 for the new location of the sign, once determined;
3. That this Variance shall be good for 18 months from the date of approval, due to the timeframe anticipated for the Randall Road construction project, and if a Sign Permit has not been obtained within that timeframe for relocation of the sign, this variance shall be null and void unless such timeframe is extended by not more than 12 months due to delays in the Randall Road construction project;
4. That if the sign ever needs to be relocated or removed, this variance shall be null and void, and District 300 shall return to the Board for further consideration of any new, similar signs.

School Dist 300
Jacobs High School
Sign Variance

DEVELOPMENT APPLICATION

VILLAGE OF ALGONQUIN PLANNING AND ZONING PROCEDURE

Revised: August 5, 2014
August 7, 2017

VILLAGE OF ALGONQUIN DEVELOPMENT APPLICATION

The attached Application and Information relates to the following development requests:

- ANNEXATIONS
- AMENDMENTS TO THE ZONING ORDINANCE
- APPEALS
- SPECIAL USE PERMITS
- VARIATIONS
- PRELIMINARY OR FINAL PLATS OF SUBDIVISION
- PRELIMINARY OR FINAL PLANNED UNIT DEVELOPMENTS (PUD's)

This packet contains the following:

1. CHECKLIST OF REQUIRED SUBMITTALS
2. DEVELOPMENT REVIEW PROCEDURES
3. SAMPLE LEGAL NOTICE
4. APPLICATION
5. W-9 FORM
6. REIMBURSEMENT OF FEES AGREEMENT
7. LAND USE OPINION APPLICATION

There may also be a supplemental information packet for some of the above actions. Please be sure to check if you need a supplemental packet for your request.

WHEN PREPARING PLANS REFER TO THE FOLLOWING DEVELOPMENT RELATED ORDINANCES FOR REGULATIONS (Available for download at www.algonquin.org under Municipal Code):

Zoning Ordinance	Building Codes	Sign Code
Subdivision Ordinance	Landscape Code	Stormwater Ordinance
Site Plan and Development Review		

MEETING/PUBLIC HEARING DATES ARE DETERMINED BY THE ADMINISTRATIVE STAFF.

A request cannot be scheduled until the application is complete and any necessary revisions have been made.

After the review and revision process fees are paid, the request will be scheduled for the next available Planning and Zoning Commission agenda. The Petitioner will be notified of the meeting date(s).

PETITIONER'S CHECKLIST - Required Application Material

One copy of each of the following is required, unless otherwise specified. However, it is recommended that one set of this material be submitted to the Community Development Department to be reviewed for completeness before submitting the full number of required copies for departmental review.

PLEASE - NO ROLLED PLAN SETS. All large plans over 8 ½" x 11" must be folded.

- ☐ Application Form (original signatures required)
- ☐ Review Fee - *See Fee Schedule* (Separate checks are required for review fee and escrow fee.)
- ☐ Escrow Fee - *See Fee Schedule* A COMPLETED W-9 FORM MUST ACCOMPANY ALL ESCROW FEE CHECKS.
- ☐ Reimbursement of Fees Agreement (original signatures required)
- ☐ Ownership Information (title insurance, warranty deed, etc. - if the applicant is not the owner of the property, the owner must also sign the application or written acknowledgment of the application by the owner must be submitted)
- ☐ List All Adjacent Property Owners (excluding rights-of-way) (List tax number, name, and street address)
- ☐ Annexation Plat and Petition (if applicable, see staff for further information)
- ☐ Preliminary or Final Plat of Subdivision (if applicable - ____ copies)
- ☐ Project Drawings: (full size paper plans and one pdf)
 - A. Preliminary or Final Site Plan, (1 copies), including *Sign easement*
 - 1. Project data, (i.e., building area, land area, Floor Area Rates [FAR], coverage, parking calculations, etc.); and
 - 2. All site improvements, (i.e. sign location, sidewalks, trash enclosure, loading dock, fire lane, area lighting, parking, drainage easements, mailbox locations, etc).
 - B. Preliminary or Final Engineering (____ copies) include property in question map (showing surrounding area), stormwater calculations.
 - C. Floor Plans (____ copies)
 - D. Building Elevations (____ copies) (include all four elevations, a color rendering, and material samples)
 - E. Landscape Plan (____ copies), (indicating species, plant location, quantity, size, spacing, and easement/utility locations). A colored board will be required for the meetings.
 - F. Sign Elevations (1 copies) (include dimensions, locations, and a color rendering)

The following are required if it relates to the scope of the project (*verify with Staff*):

- | | |
|---|---|
| <input type="checkbox"/> Traffic Study (____ copies) | <input type="checkbox"/> Ecological Compliance (EcoCAT) |
| <input type="checkbox"/> Fiscal Impact & School Demographic Study (____ copies) | <input type="checkbox"/> Erosion Control Plans |
| <input type="checkbox"/> Photometric Plan (____ copies) | <input type="checkbox"/> Environmental Assessment |
| <input type="checkbox"/> Soils Report | <input type="checkbox"/> Protective Covenants |
| <input type="checkbox"/> Land Use Opinion Application (Kane County Only) | <input type="checkbox"/> Tree Preservation Plan (____ copies) |
| <input type="checkbox"/> Business Plan | <input checked="" type="checkbox"/> <i>Explain request & hardship</i> |

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED



Dan Opels
Executive Director of Facilities
Daniel.opels@d300.org
847.532.6700

February 23, 2018

RE: Request for a Variance to code: "Off Premise Signage"; Jacobs High School Sign

Dear Zoning Board of Appeals Chair,

Community School District 300 is requesting a variance to village code regarding off premise signage, to move the existing Jacobs High School sign, currently located on the corner of Randall Road and Bunker Hill. We are requesting to move the sign back to accommodate the expansion of Randall Road (Drawings Submitted) Attached are two exhibits from an evaluation of the property which we engaged an Engineering firm to develop a plan for relocating the Jacobs High School Sign. The first shows the existing conditions and the second shows the proposed relocation location. As proposed the sign would conform to the setbacks etc... In conversations had on District 300's behalf by Mark Mathewson (Mathewson Right of Way Company) Meier Company has agreed to allow the school district to keep the Harry D. Jacobs Sign on their property.

Jacobs High School and District 300 experience a hardship as it results to the zoning requirements as the sign for Harry D Jacobs High School has been a mainstay on Randall Road for many years. Parents, community members, staff, and other district stakeholders routinely reference the messages conveyed on the sign for important happenings at Jacobs High School and in the district. Some examples include immunization reminders, registration, closed days, sporting events, guest speakers and community events.

District 300 wishes to only move the existing sign. Should the sign become damaged during relocation or if it is determined that the existing sign has deteriorated and needs to be replaced, the district would submit a plan to the Zoning Board of Appeals Chair and the village, for a new sign to match what has been in place. We would not seek any sort of illumination and or electronic signage. W

I want to thank you for your time in reviewing our request and look forward to attending the appropriate Zoning Board of Appeals meetings and presenting information on behalf of District 300

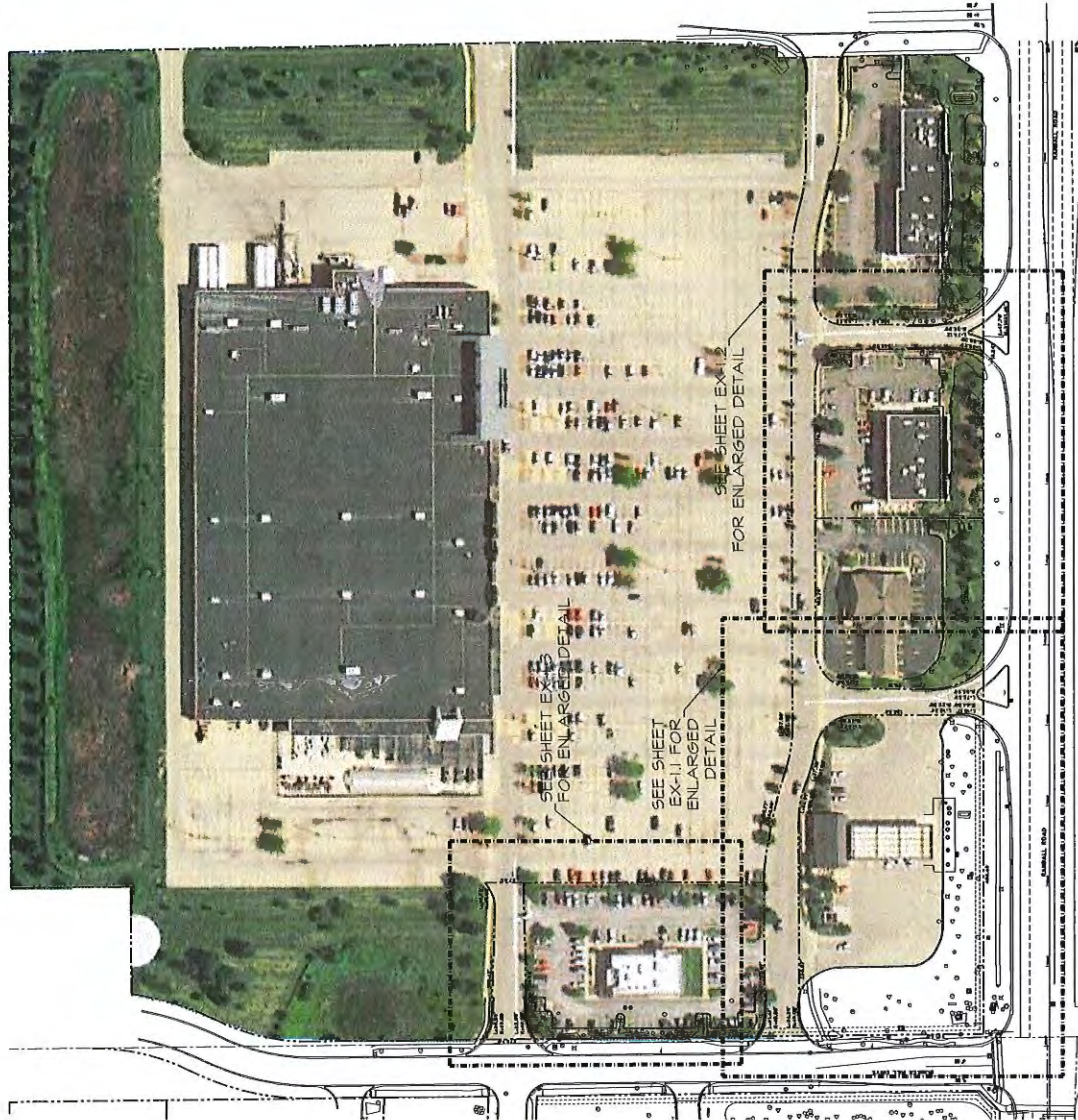
Sincerely,

Daniel J Opels

Executive Director of Facilities
Community Unit School District 300
Daniel.opels@d300.org
(O) – 847.532.6701
(C)– 224.760.2696

EX-1.0 SHEET		DATE: 10-25-15 SCALE: 1" = 150' DRAWING DATE: CHECK: TON JON: GED074	EXISTING OVERALL SITE PLAN	PARCEL 0008 400 S. RANDALL ROAD ALGONQUIN, ILLINOIS	W-T CIVIL AND STRUCTURAL ENGINEERS 2017 N. LAUREL AVE. ALGONQUIN, IL 60110 TEL: (815) 398-1100 FAX: (815) 398-1101 E: W-T@WTE.COM W: WWW.WTE.COM	REVISIONS BY DATE
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ZONING = B-2 PD 5U
 BUSINESS, GENERAL RETAIL SPECIAL USE,
 PLANNED UNIT DEVELOPMENT



1" = 150'
 NORTH

[illegible]

W-T CIVIL ENGINEERING, LLC
CIVIL AND STRUCTURAL ENGINEERS
2015 Pridemore Avenue
Madison, Indiana 47018
Phone: (773) 282-4333 Fax: (773) 283-6666
www.wtcivilengineering.com
E. Lumsden No. 164-000482 Exp. 04/2017



PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS

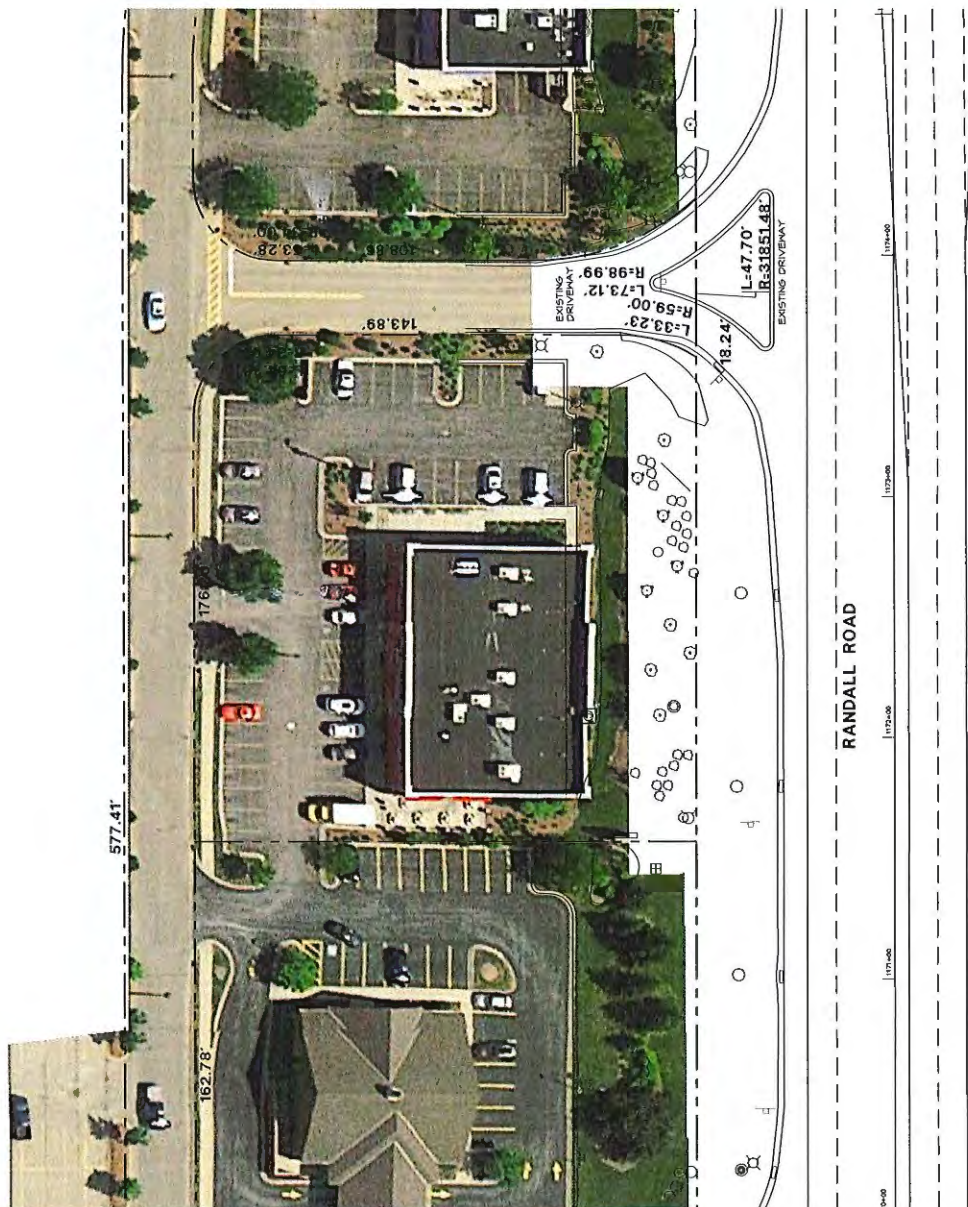
EXISTING
SITE
PLAN

DATE: 10-23-13
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CHECK: TOA
LOG: CE15074
SHEET
EX-1.2

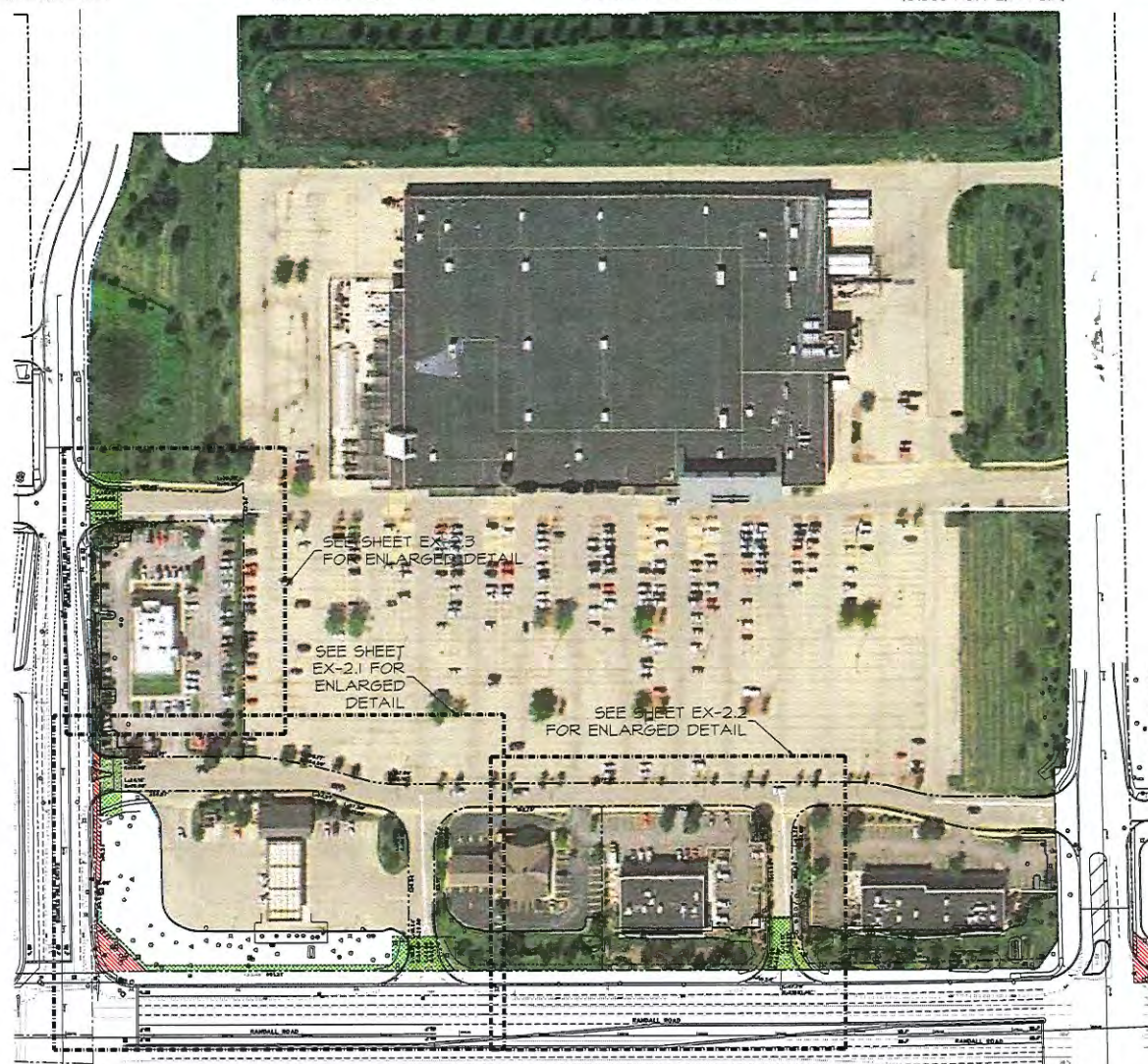
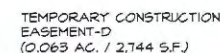
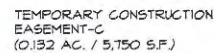
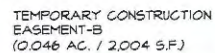
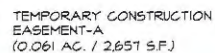
EX-1.2



© 2015 W-T and Oxygens, LLC
1" = 50'



PROPOSED TAKING AREA
(0.082 AC. / 3,572 S.F.)



**PROPOSED
OVERALL
TAKING PLAN**

PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS



W-T CIVIL ENGINEERING, LLC.
CIVIL AND STRUCTURAL ENGINEERING
2015 Piedmont Avenue
Holliston E. Gates, North, 01912
P.O. (202) 253-4333 FAX (202) 253-4444
www.wtcivilengineering.com

REVISIONS	DATE	BY

DATE: 10-23-13
SCALE: 1" = 150'
DRAWN: DAK
CHECK: TOA
JOB: CE15074
SHEET
EX-2.0

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PROPOSED TAKING AREA
(0.082 AC. / 3572 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-A
(0.061 AC. / 2,657 S.F.)



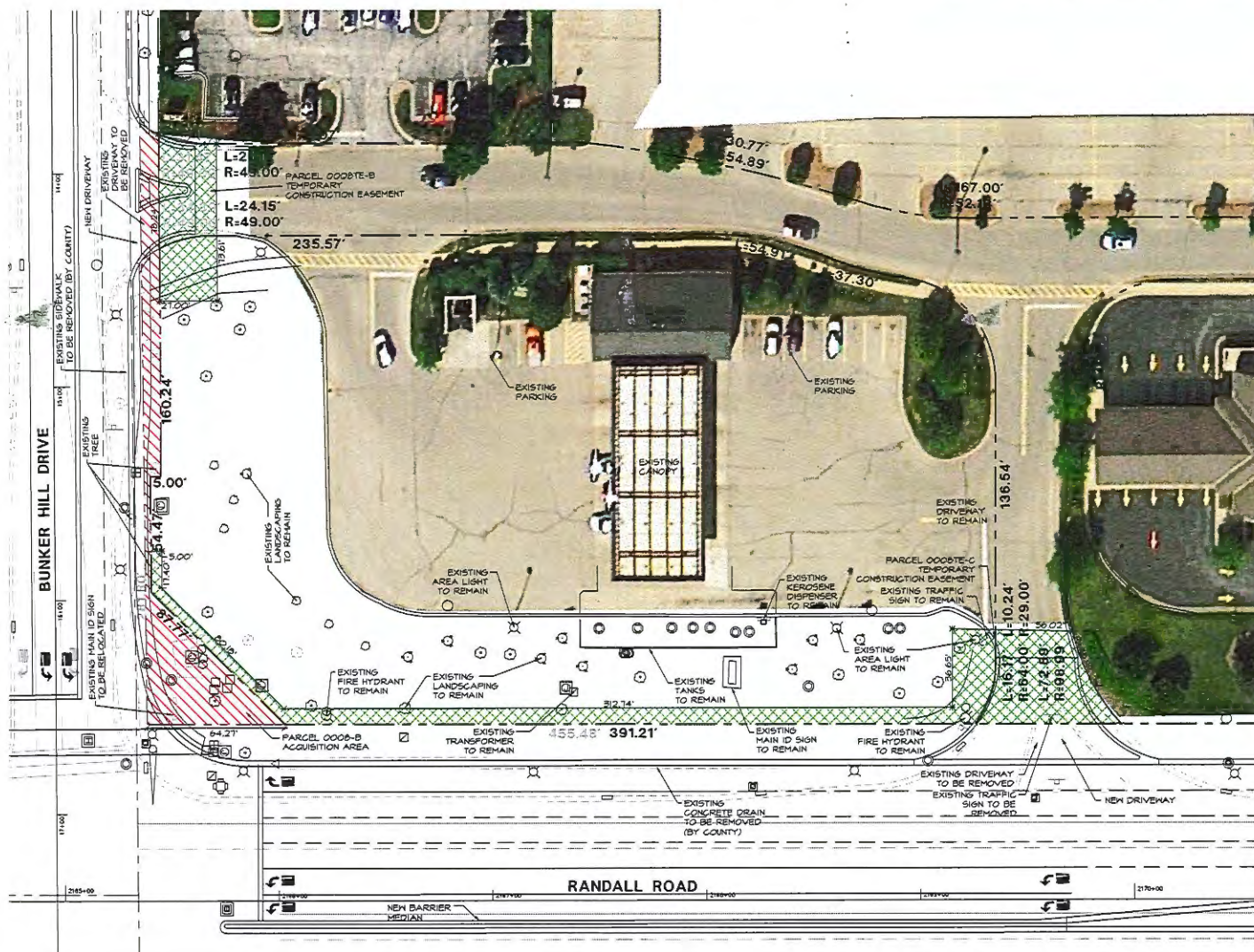
TEMPORARY CONSTRUCTION
EASEMENT-B
(0.046 AC. / 2,004 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-C
(0.132 AC. / 5,750 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-D
(0.063 AC. / 2,744 S.F.)



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IT CIVIL ENGINEERING, LLC.
CIVIL AND STRUCTURAL ENGINEERING
2015 Piedmont Avenue
Helix, Alaska, 99581
PH: (724) 252-8333 FAX: (724) 283-6444
www.itcivilengineering.com
Licenses No.: 044-000482 Exp: 06/23/17

WAT

PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS

PROPOSED TAKING PLAN

DATE: 10-23-15
SCALE: 1" = 50'
DRAWN: DAK
CHECK: TOA
JOB: GE15074
SHEET
EX-2.1

PROPERTY LEGEND

PROPOSED TAKING AREA
(0.082 AC. / 3,512 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-A
(0.061 AC. / 2,651 S.F.)



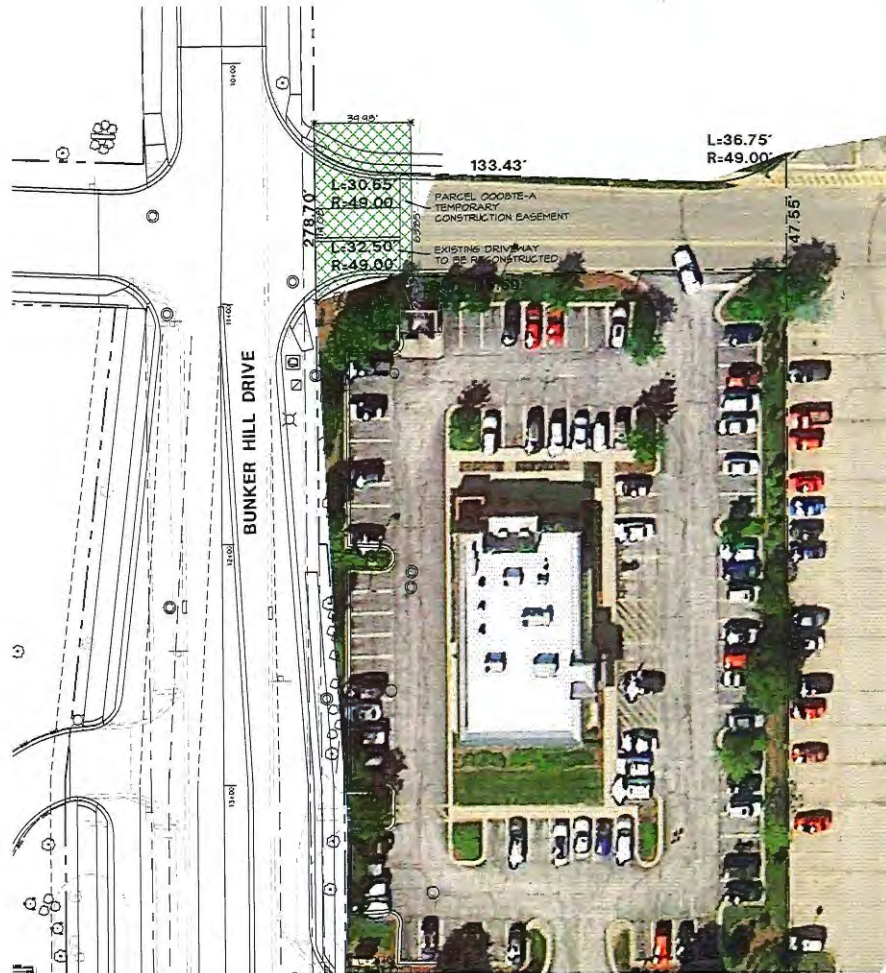
TEMPORARY CONSTRUCTION
EASEMENT-B
(0.046 AC. / 2,004 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-C
(0.132 AC. / 5,750 S.F.)



TEMPORARY CONSTRUCTION
EASEMENT-D
(0.063 AC. / 2,744 S.F.)



DATE	10-23-15
SCALE	1" = 50'
DRAWN	DAK
CHECK	TOA
JOB	CE15014
SHEET	EX-2.3
PROJECT	PARCEL 0008 400 S. RANDALL ROAD ALGONQUIN, ILLINOIS
ENGINEER	W-T CIVIL ENGINEERING, LLC CIVIL AND STRUCTURAL ENGINEERS 2015 Engineer Seal No. 000000000 PH: (815) 235-1237 FAX: (815) 235-1440 E: JHansen@wt-engineers.com REG. 000007
REVISIONS	
BY	



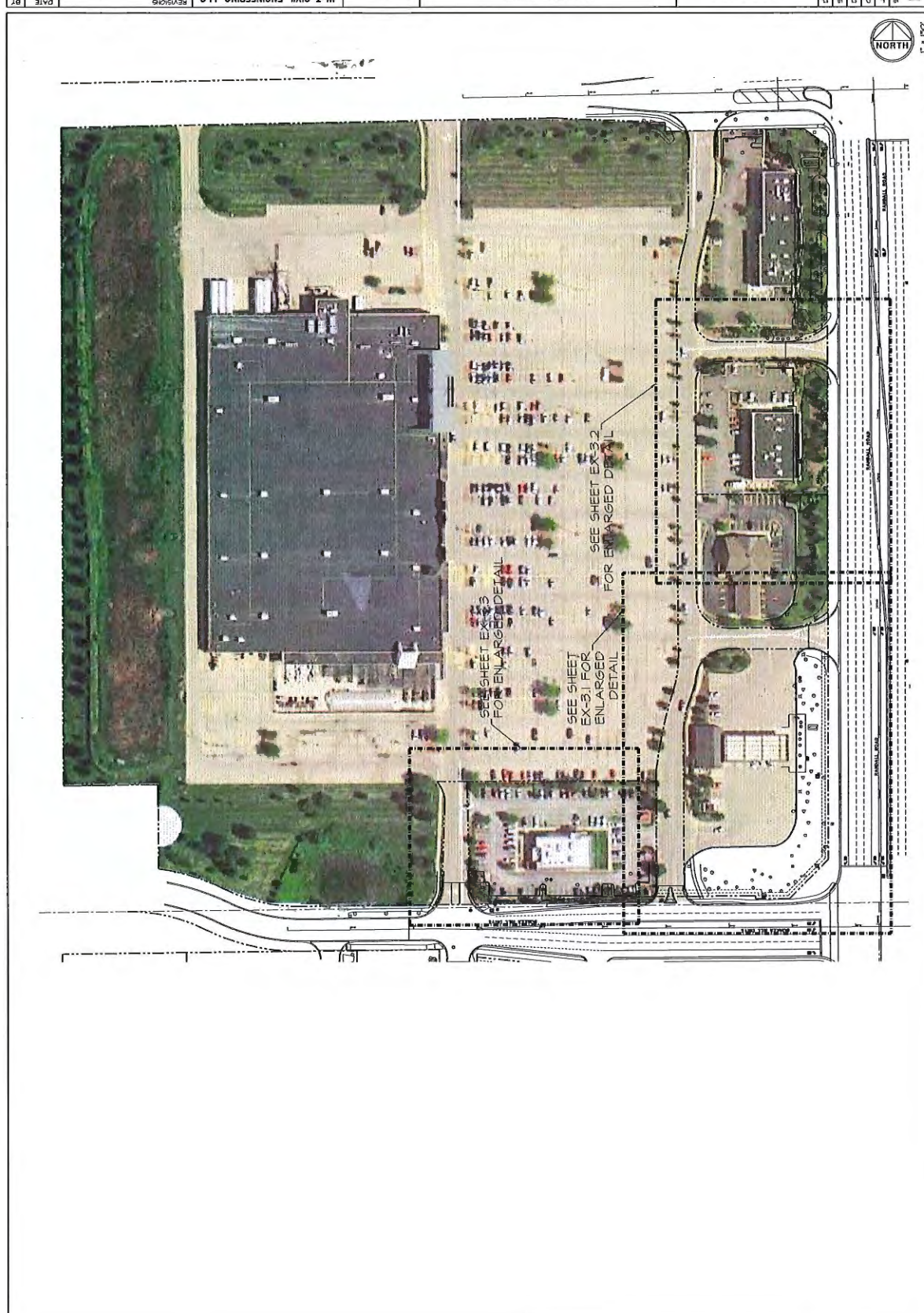
Copyright © 2015 W-T Civil Engineering, LLC

PROPOSED
OVERALL
REMEDY PLAN

PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS



CIVIL AND STRUCTURAL ENGINEERS
3075 Pringle Avenue
Madison Heights, MI 48072
MC (220) 282-4332 / FX (220) 283-4444
www.mhengineering.com
R. L. Moore Inc. 54-003482 Exp. 06/2017





1" = 50'
COMPILED BY: J. J. JONES, INC. ENGINEERING, LLC

EX-3.1

DATE: 10-25-13

SCALE: 1" = 50'

DRAWN: DAC

CHECKED: TOA

APP: CEE0014

PROJECT

PROPOSED
REMEDY
PLAN

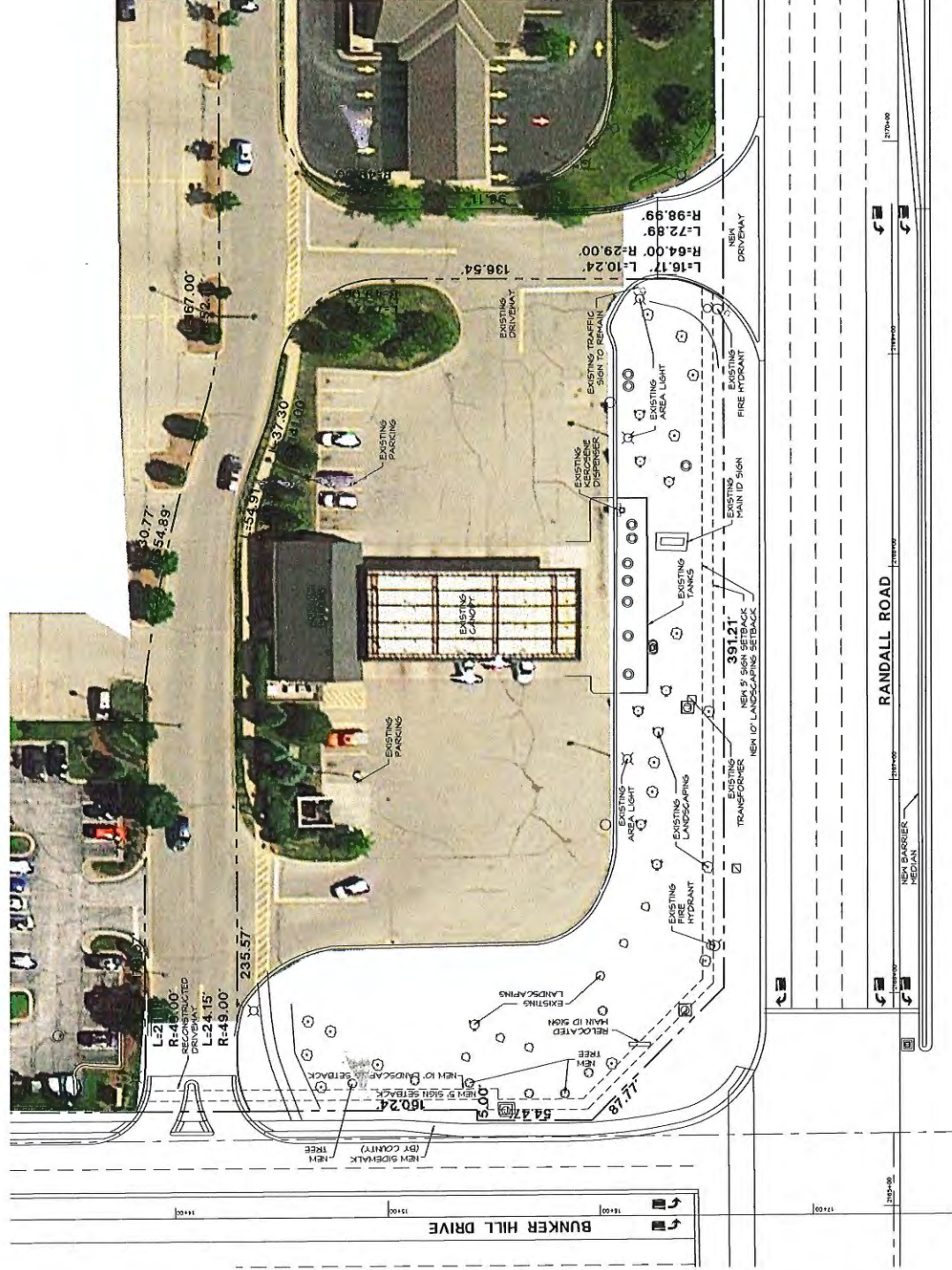
PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS



W-T CIVIL AND STRUCTURAL ENGINEERING, LLC
1111 W. 10TH STREET, SUITE 200
ALGONQUIN, IL 60110
TEL: (815) 398-1111
WWW.WTENGINEERING.COM

REVISIONS

NO.	DATE	BY





1" = 50'

EX-3.2

DATE: 10-25-15
SCALE: 1" = 50'
DRAWN: DAC
CHECKED: TOA
JOB: GED014
SHEET: 14/47

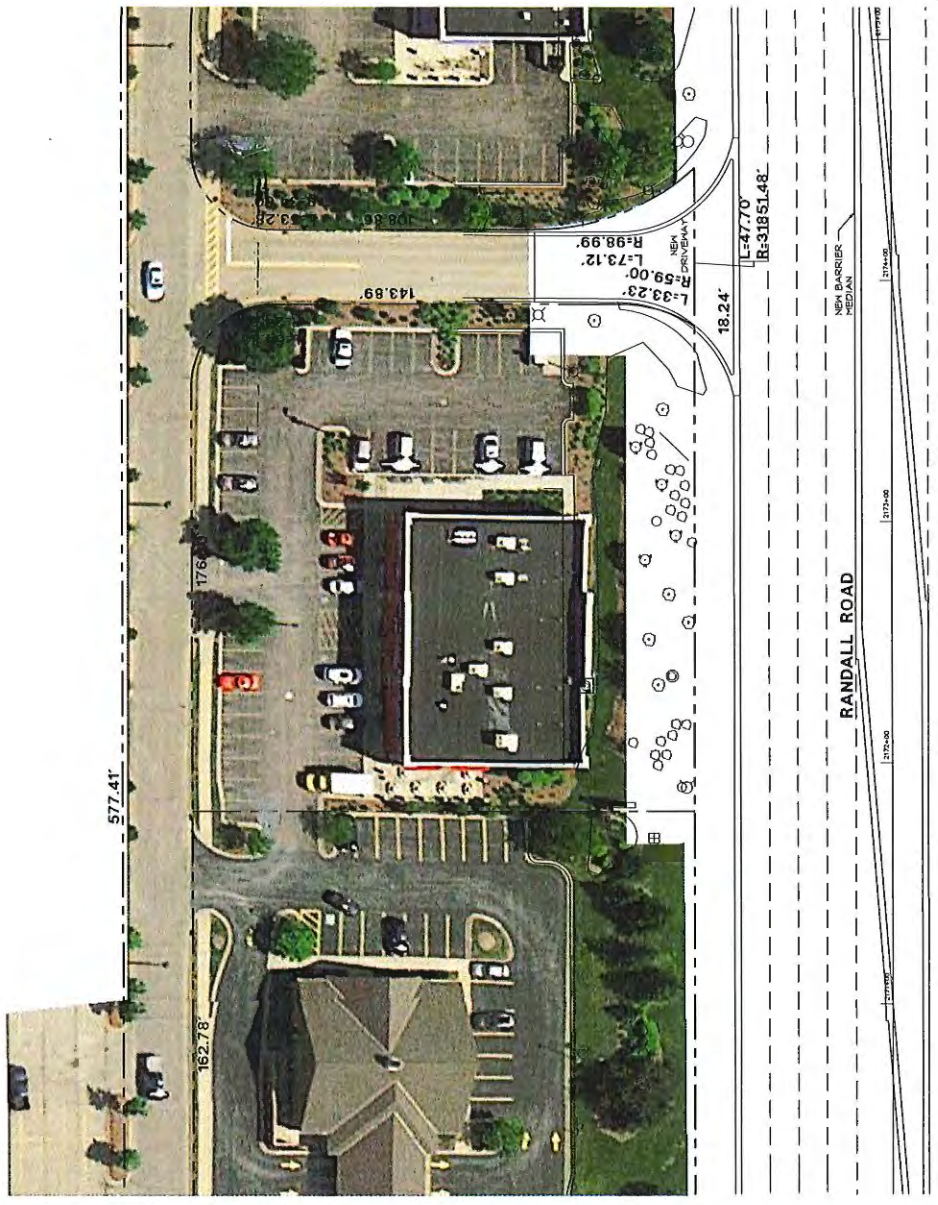
PROPOSED
REMEDY
PLAN

PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS



W-T CIVIL ENGINEERING, LLC
CIVIL AND SURVEYING ENGINEERS
1100 S. RANDALL ROAD, SUITE 100
ALGONQUIN, IL 60110
TEL: 815.399.1100
WWW.WTENGINEERING.COM
E. L. WILSON, INC. 104-020022 B.P. 04/07/17

REVISION	DATE	BY





1" = 50'
DATE: 10-25-15
SCALE: 1" = 50'
DRAWN: DAK
CHECKED: TOA
JOB: 1505014
SHEET: 14/27
EX-3.3

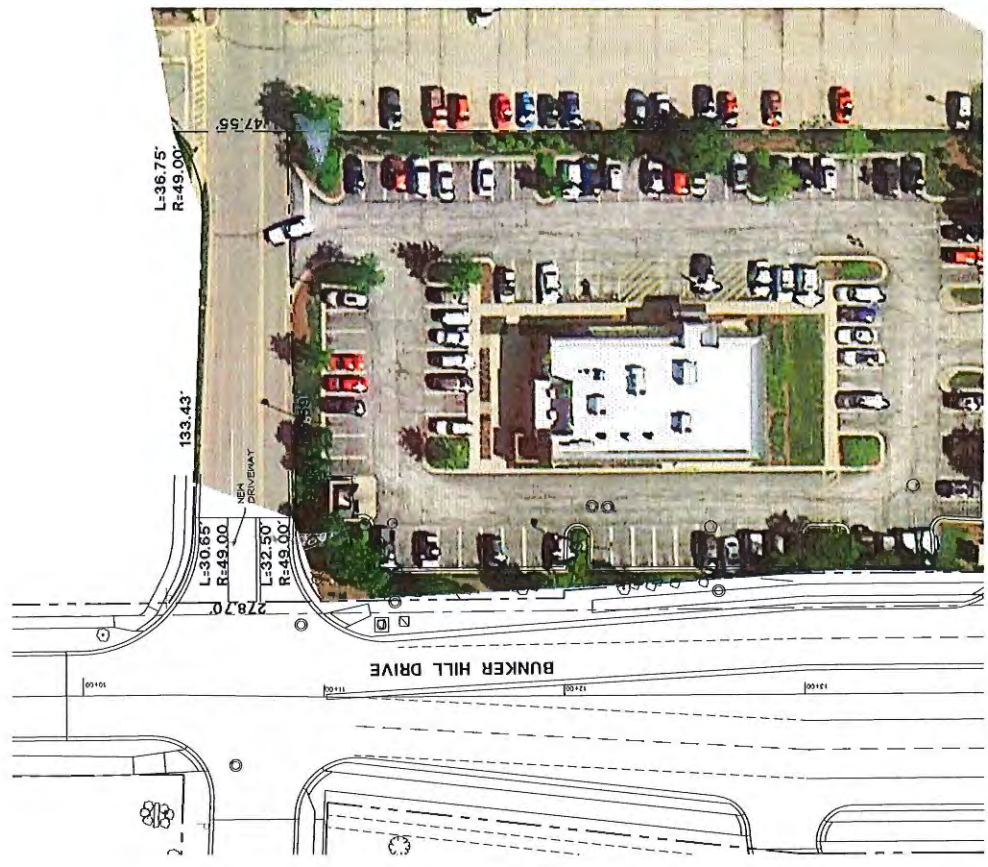
PROPOSED
REMEDY
PLAN

PARCEL 0008
400 S. RANDALL ROAD
ALGONQUIN, ILLINOIS



W-T CIVIL ENGINEERING, LLC
CIVIL AND STRUCTURAL ENGINEERS
1811 PRAIRIE ROAD
MORTON, ILLINOIS 60131
TEL: (815) 955-1100
WWW.WTENGINEERING.COM
ILL. LICENSE NO. 044-000822 EXP. 06/30/17

REVISION	DATE	BY



NOTIFICATION REQUIREMENT

A public hearing is not required for Final Planned Unit Developments or Preliminary/Final Plats of Subdivision. Therefore, the following notification requirements do not apply to these requests. All other requests require a public hearing, and the following notification requirements must be followed, in accordance with State law.

LEGAL NOTICE

The petitioner is required to have a legal notice published in the Northwest Herald, not more than thirty (30) nor less than fifteen (15) days prior to the Planning and Zoning Commission public hearing date (do not count the date of the hearing). The notice should be submitted to the Community Development Department for approval prior to submitting the notice to the newspaper. The notice must be delivered to the newspaper classified department several business days prior to the date on which the legal notice is to be published. Due to differing deadlines, the applicant should check with the preferred newspaper to determine deadlines. The Legal Notice shall be in the form of the attached sample.

CERTIFIED LETTER NOTIFICATION

The petitioner is required to distribute a copy of the above Legal Notice by Certified Mail (with return receipt) to all owners of property contiguous to the property in question (exclusive of rights-of-way). Names and addresses of surrounding property owners can be obtained from the County Assessor's Office in McHenry or Kane County (whichever is applicable). These letters must be mailed no more than thirty (30) nor less than fifteen (15) days prior to the scheduled Planning and Zoning Commission public hearing (do not count the date of the hearing). The return receipts must be submitted to the Community Development Department no later than the date of the public hearing.

SIGN POSTING

The petitioner is required to post a public hearing notice sign on the property in question, as required by the Algonquin Zoning Ordinance. Large properties with more than one frontage may be required to post more than one sign. The notification and posting of the public notice sign(s) must be done no more than thirty (30) nor less than fifteen (15) days prior to the scheduled Planning and Zoning Commission public hearing (do not count the date of the hearing). The signs are provided by the Community Development Department.

SAMPLE LEGAL NOTICE

Items in parentheses are to be added by the petitioner.
The completed legal notice should be reviewed by the Village staff
before submitting it to the Northwest Herald for publication.

BEFORE THE PLANNING AND ZONING COMMISSION OF THE VILLAGE OF ALGONQUIN

IN THE MATTER OF THE APPLICATION OF)
(Name of Applicant, Trust, etc.))

LEGAL NOTICE

Notice is hereby given in compliance with the Zoning Ordinance of the Village of Algonquin, Illinois, that a public hearing will be held before the Planning and Zoning Commission of the Village of Algonquin upon the application of (name of applicant, trust, etc.) relating to the following described real estate:

(Legal description of property, or attach as Exhibit "A")
(Please indent.)

commonly known as (address of property)
Property Index Number (PIN)
Acreage of Site (insert acreage)

This application is filed for the purpose of (action requested), pursuant to the requirements of Section (include section numbers) of the Algonquin Zoning Ordinance.

A public hearing before the Planning and Zoning Commission on the said application will be held at 7:30 p.m. on (date of Planning and Zoning Commission public hearing, as determined by staff), at the William J. Ganek Municipal Center, 2200 Harnish Drive, Algonquin, Illinois, at which time and place any person determining to be heard may be present.

/s/ Planning and Zoning Commission
Village of Algonquin

TO BE PUBLISHED IN THE NORTHWEST HERALD ON (date of publication). (The staff of the newspaper chosen will add the appropriate language here based on their publication schedule.)

DEVELOPMENT REVIEW PROCEDURE

PRE-APPLICATION REVIEW

- ☐ Pre-Application Meeting(s) with Community Development Department staff
- ☐ Submittal of one set of Application and materials for staff review. After staff has reviewed and accepted the plans, additional copies of all of the application materials as identified on the checklist, shall be submitted for distribution to the various review bodies.

STAFF REVIEW (____ copies and pdf)

- ☐ Submittal of the Formal Application and full sets of plans for review by Village Departments (at least 30 days before the PZC meeting). Review takes about 3-4 weeks.
- ☐ Revisions/Responses by petitioner. Copies of staff comments will be sent to the Petitioner. If revisions are necessary, the Petitioner shall make the revisions and the application materials shall be resubmitted. ALL REVISIONS SHALL BE CLEARLY MARKED.

PUBLIC REVIEW (pdf of all plans)

After the formal submittal has been made, Village staff will inform Petitioner of the following:

- ☐ Scheduling of Public Review/Public Hearing by Community Development Department
- ☐ Legal Notices: Mailed Notices, Publish in Newspaper and Sign Posting. Petitioner is responsible for completing notices; staff will review prior to publishing. Notices must be completed between 15-30 days prior to the hearing, not including date of hearing.
- ☐ Planning and Zoning Commission (PZC).....Second Monday of each month
- ☐ Committee of the Whole (COTW).....Fourth Tuesday of each month
- ☐ Village Board (VB)..... First Tuesday of each month



**VILLAGE OF ALGONQUIN
DEVELOPMENT APPLICATION**

OFFICE USE ONLY

Please type or print legibly

CASE # _____

COMPLETION OF THIS APPLICATION SATISFIES THE REQUIREMENT OF FILING A
PETITION IN MATTERS BEFORE THE PLANNING AND ZONING COMMISSION

PROJECT TITLE: _____

ACTION REQUESTED:

- | | |
|--|---|
| <input type="checkbox"/> Annexation (annexation petition required) | <input checked="" type="checkbox"/> Variation |
| <input type="checkbox"/> Amendment to the Zoning Ordinance | <input type="checkbox"/> Preliminary Plat of Subdivision |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Final Plat of Subdivision |
| <input type="checkbox"/> Re-Zoning | <input type="checkbox"/> Preliminary Planned Unit Development |
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Final Planned Unit Development |

Other: _____

PETITIONER: School District

NAME: CUSD 300

ADDRESS: 2550 Haenisch Dr

Algonquin, IL 60102

PHONE: 847-551-8300

FAX: 847-551-8413

OWNER (IF DIFFERENT): Property owner
(Meijer)

NAME: MEIJER STORES
LIMITED PARTNERSHIP

ADDRESS: 2829 WALKER AVE NW

GRAND RAPIDS, MI

PHONE: (616) 791-3909 49544

FAX: _____

PROPERTY INFORMATION:

General Description of Project (attach all required plans and specifications): RANDALL ROAD PROJECT
REQUIRES RELOCATION OF JACOBS HIGH SCHOOL SIGN

General Location (attach legal description): SEE ATTACHED FOR EXISTING AND
PROPOSED LOCATION FOR SIGN.

Property ID Number (PIN): 19-30-476-012

Comprehensive Plan Designation: _____

Zoning: Current _____ Proposed: _____

Use: Current _____ Proposed: _____

Site Area: Gross _____ Net: _____

No. of Lots Proposed _____ No. Dwelling Units Proposed _____

DEVELOPMENT TEAM: (Include Company, Contact Person, Phone Number and Fax Number)

Developer: McHenry County Division of Transportation

Architect: _____

Attorney: Mark D. Mathewson MMATHEWSON@MCOWCO.IL.GOV ³¹²⁻ 676-2907

Engineer: _____

Landscape Architect: _____

Planner: _____

Surveyor: _____

Other: JEFF YOUNG, ASSISTANT COUNTY ENGINEER (EIS) 334-4969

SIGNATURES: As owner of the property, I hereby authorize the seeking of the above requested action. The Owner agrees to and does hereby grant to the Village permission to go upon or over any part of the Property for the purpose of taking video and pictures of the site and construction activities. This grant of permission includes authority for the Village to use a small unmanned aerial vehicle to capture images of the Property.

Signature of Owner _____

(Date) _____

Print Name of Owner _____

Signature of Petitioner (if different from owner) _____

2/23/18
(Date)

Print Name of Petitioner Fred E. Heid (CUSD 200)

NOTE: If the subject property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter, which names all beneficiaries of the trust.

FEE SCHEDULE

All Petitioners will pay Review Fees and Escrow Fees as follows:

REVIEW FEES

Annexation, Amendment to the Zoning Ordinance, Appeal, Variation, Zoning, Special Use			\$100 \$600.00
Plat of Subdivision	Up to 2.0 acres (flat fee)		\$500.00
	Each additional acre or part thereof above 2.0 acres		\$25.00 per acre
PUD and PUD Amendments	Up to 2.0 acres (flat fee)	residential	\$1,000.00
		non-residential	\$900.00
	Each additional acre or part thereof above 2.0 acres up to 50.0 acres		
		residential	\$25.00* per acre
		non-residential	\$20.00* per acre
	Each additional acre or part thereof above 50.0 acres		
		residential	\$10.00* per acre
		non-residential	\$10.00* per acre

In cases of mixed-use developments, the fee for the entire development will be calculated using whichever category represents more than 50% of the development. In cases of multiple requested actions, the PUD or Plat fee shall be used.

ESCROW FEES

Annexation, Amendment to the Zoning Ordinance, Appeal, Variation, Zoning, Special Use		\$2,000.00
Planned Unit Development (PUD) and Plat of Subdivision		
	Less than one acre (PUD Only)	\$4,000.00
	1.01-5.00 acres	\$6,000.00
	5.01-10.00 acres	\$8,000.00
	10.01 acres or more	\$10,000.00
Subdivision or Consolidation	Less than one acre	\$2,000.00

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your Income tax return). Name is required on this line; do not leave this line blank. Community Unit School District 300	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input checked="" type="checkbox"/> Other (see Instructions) ▶ Government/School District	4 Exemptions (codes apply only to certain entities, not individuals; see Instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) 2550 Harnish Drive	Requester's name and address (optional)
	6 City, state, and ZIP code Algonquin, IL 60102	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
3	6		-	6	0	0	4	7 5 8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ <i>Dime C-White</i>	Date ▶ <i>1/1/18</i>
-----------	--	----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)

- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),
3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part II of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.



VILLAGE OF ALGONQUIN
COMMUNITY DEVELOPMENT DEPARTMENT

– M E M O R A N D U M –

DATE: March 9, 2018

TO: Committee of the Whole

FROM: Russell Farnum, AICP, Community Development Director

SUBJECT: *Sign Variance Requests, AT&T*

Attached please find a petition by Priority Sign Co. on behalf of AT&T, for a sign variation request for their location new location at 1454 S. Randall Road.

The request variances include the following:

1. A variance allowing their “globe” to be 3 feet high, when 2 feet is otherwise allowed;
2. A variance allowing a third wall sign on the building (east, north and west sides) when only two are allowed;

The claimed hardship as outlined in their petition is that AT&T has consistent branding and, due to their name being only 4 letters long, the smaller lettering height that would be allowed by the Village Sign Ordinance create an unreadable sign.

Criteria for Variance

As outlined in Chapter 29 of the Municipal Code, Sign Code, Section 29, sign variations shall be considered based upon the objectives of the Sign Ordinance and the principles of variations including demonstration of a hardship that was not created by the applicant. In granting such a request, the Village Board shall have the right to impose any and all such further conditions, such as time limits, reduction of other signs, or site improvements

Analysis

The Village Sign Code regulates signs, including limits on the size, number and location of the signs. Wall signs are limited in size by the width of the store frontage, the overall area of the front of the store, and the distance from the roadway. These regulations keep wall signs in proportion to the storefront and allow better visibility for signs located on buildings that are set back farther from the road.

The Sign Code also limits the number of wall signs to one wall sign for stores that have one street frontage (or building side viewable from a public area), and no more than two wall signs for stores that have two or more visible sides.

When considering a petition for such a variation, the Village Board shall consider the intent of the sign code, as well as the demonstration of a hardship that was not created by the applicant, as to why the variation should be granted.

In Staff's opinion, AT&T's request for sign size and number variances is unjustified. The prior signs (at their site just south of the current site) were compliant with the Village Sign Ordinance, and created no issues with the readability of the sign nor the ability of patrons to find the store.

The new site, in fact, has a ground sign in addition to the two wall signs on the store, which for the time being are compliant with current Village Sign Code requirements (AT&T requested compliant "temporary" wall signs when opening in the new location, until their variation for larger and more signs could be processed). As such, the store already has an additional sign that was not present at the old store, and on top of that AT&T is desirous of yet another wall sign plus additional height and area for the wall signs.

Photos of both the old compliant wall signs, and the new compliant wall signs, are below and continue on the next page.

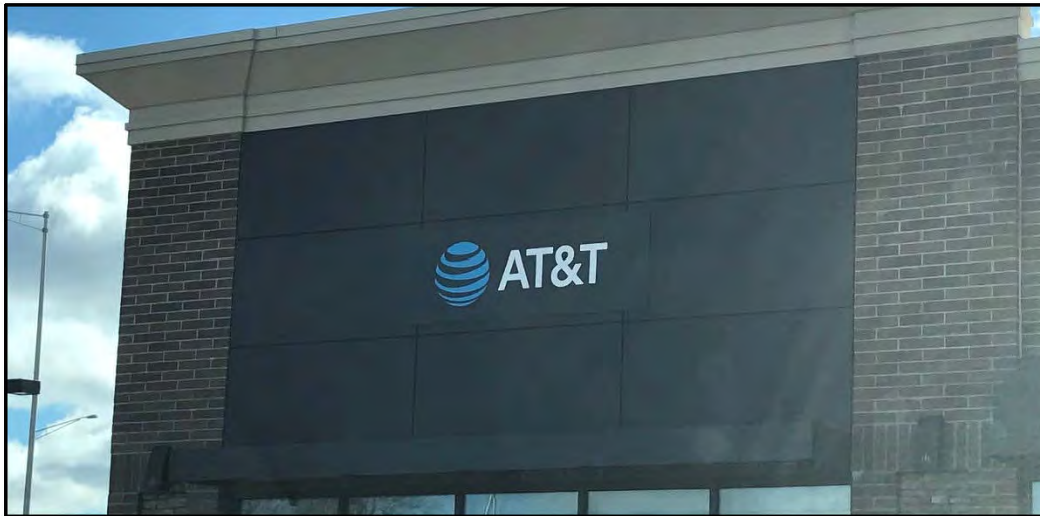


Previous Site – Compliant Wall Sign (1 of 2 compliant signs)



Current Site Wall and Ground Sign (Compliant with Code)

The above photo (of the current signs) was taken from the top of the berm in front of Plato's Closet on the east side of Randall approximately 500 feet away from the site, as one can see, there are no visibility or readability issues for the existing (compliant) wall signs from the traffic lanes on Randall Road.



Current Site North Wall Sign (Compliant with Code)

Conclusions and Recommendation

AT&T has failed to show a hardship *that is out of their control* . Their message is only that they desire to maintain the AT&T branding with the proportion between the globe and lettering. To

Staff's knowledge, no single store on Randall Road has 3 wall signs and a freestanding sign panel. Further, while other stores have larger lettering and logos, those are larger frontage stores that have bigger building areas, justifying their larger signs in proportion to the building size.

Committee action to forward this item to the Board for a negative action (denial) is recommended.



**VILLAGE OF ALGONQUIN
DEVELOPMENT APPLICATION**

OFFICE USE ONLY

Please type or print legibly

CASE # _____

COMPLETION OF THIS APPLICATION SATISFIES THE REQUIREMENT OF FILING A
PETITION IN MATTERS BEFORE THE PLANNING AND ZONING COMMISSION

PROJECT TITLE: AT&T 1454 S. Randall Rd. Algonquin, IL

ACTION REQUESTED:

- | | |
|---|--|
| <input type="radio"/> Annexation (annexation petition required) | <input type="radio"/> Variation |
| <input type="radio"/> Amendment to the Zoning Ordinance | <input type="radio"/> Preliminary Plat of Subdivision |
| <input type="radio"/> Appeal | <input type="radio"/> Final Plat of Subdivision |
| <input type="radio"/> Re-Zoning | <input type="radio"/> Preliminary Planned Unit Development |
| <input type="radio"/> Special Use Permit | <input type="radio"/> Final Planned Unit Development |

Other: _____

PETITIONER:

NAME: Priority Sign Inc.

ADDRESS: 837 Riverfront Dr.

Suite 300 Sheboygan, WI 53081

PHONE: 920-694-1025

FAX: 920-208-0969

OWNER (IF DIFFERENT):

NAME: Oxford Real Estate Equities, LLC

ADDRESS: 2150 E. Lake Cook Rd.

Suite 320 Buffalo Grove, IL 60089

PHONE: 847-243-8230

FAX: -

PROPERTY INFORMATION:

General Description of Project (attach all required plans and specifications): At&t New retail Store @ 1454 S. Randall Rd. Algonquin, IL is requesting larger signs than Allowed per Code.

General Location (attach legal description): _____

Property ID Number (PIN): _____

Comprehensive Plan Designation: _____

Zoning: Current _____ Proposed: _____

Use: Current _____ Proposed: _____

Site Area: Gross _____ Net: _____

No. of Lots Proposed _____ No. Dwelling Units Proposed _____

DEVELOPMENT TEAM: (Include Company, Contact Person, Phone Number and Fax Number)

Developer: _____

Architect: _____

Attorney: _____

Engineer: _____

Landscape Architect: _____

Planner: _____

Surveyor: _____

Other: _____

SIGNATURES: As owner of the property, I hereby authorize the seeking of the above requested action.

Robert Brannan, Mayor
Signature of Owner

1/28/18
(Date)

Oxford Real Estate Services, LLC, Manager
Print Name of Owner

Jim Kramer
Signature of Petitioner (if different from owner)

1-3-2018
(Date)

Tim Kramer
Print Name of Petitioner

NOTE: If the subject property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter, which names all beneficiaries of the trust.



January 2, 2018

Village of Algonquin
Planning and Zoning Department
2200 Harnish Drive
Algonquin, IL 60102

RE: Variance - Letter of Hardship - AT&T

AT&T Store
1454 S Randall Road
Algonquin, IL

Our client, AT&T, is requesting a variance in regards to the size of the sign they want to have placed at their new store. You stated that 2 feet in height is the max you are wanting to allow, AT&T would like to request a 1 foot variance so they may have a 3 foot in height sign, the globe of the AT&T sign would be the sign that is 3 feet high and the letters ATT would be 1 foot 9 inches.

AT&T is a company known for their consistent branding on their store buildings, they normally place a 5 foot sign but are OK with downsizing a bit to 3 foot. In researching other signs, for businesses in your area, they do appear larger as they have more characters in the naming/branding. AT&T is already a small sign because of the limited characters and is why an extra foot will help customers see the sign more clearly.

We are graciously asking that you please grant our request for the larger sized sign.

If you have any questions or concerns, please feel free to contact me at 920-694-1025 or by email at tkramer@prioritysign.com

Sincerely,

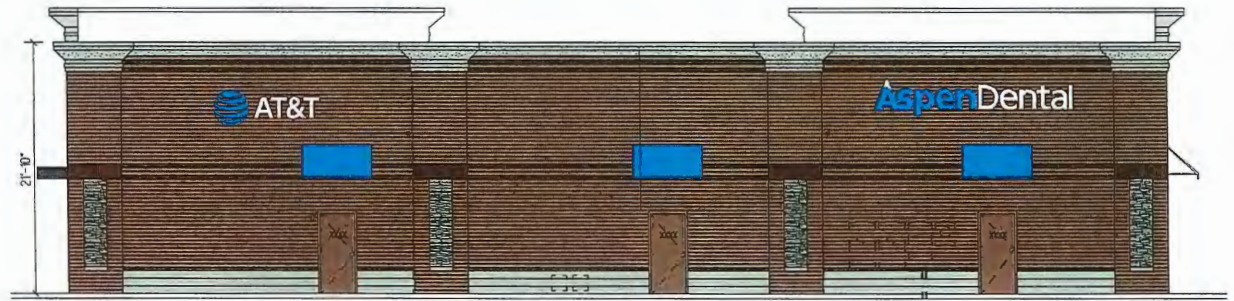
Tim Kramer
Priority Sign
920.694.1025 (Office) 920.226.1853 (Cell)

S3

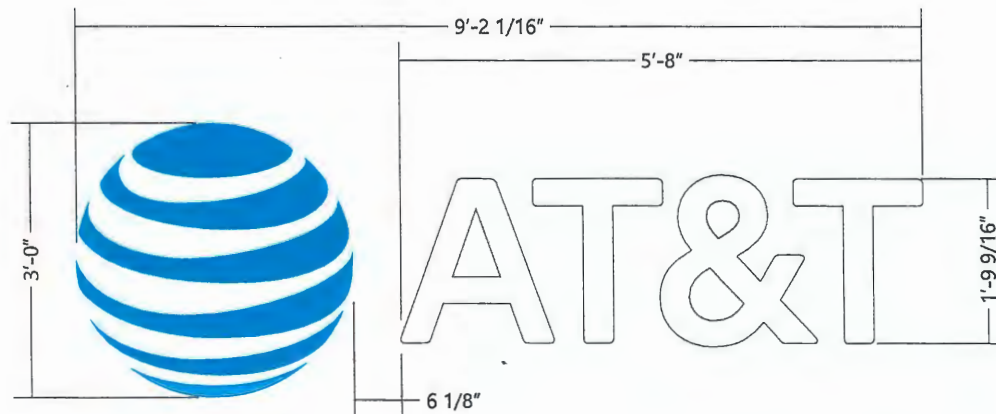
Custom Remote Wired Illuminated Letterset

Installation Guidelines

- Install new remote wired illuminated letterset as shown



West Elevation



Sq Ft | 19.2



Globe Specifications

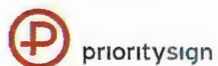
- 1/4" mounting spacer
- 3 1/2" .063" aluminum returns painted MP77101 Blue, Satin Finish; high reflective white interior surfaces
- White LED module
- 1/2" clear acrylic with 3M #3630-7775 Blue film applied first surface (to match PMS 299C); 3M #3630-7336 Lt. Blue film on second surface
- 1/4" dia. weep hole with light cover (min. 2 holes per letter)
- Mechanical fastener per site conditions
- .090" pre-coated white aluminum back
- .080" formed aluminum power supply enclosure with waterproof cover for access
- UL listed disconnect single pole with rubber boot
- 120V power supply
- 3/8" flexible conduit
- Primary electrical source



Letter Specifications

- .063" aluminum returns painted Matthews MP65457 White, satin finish. Paint interior surfaces 74200 SP ZAP White Light Enhancement.
- .090" aluminum back; Paint interior surfaces 74200 SP ZAP White Light Enhancement.
- 1/2" clear acrylic with 3M #3630-20 White translucent film applied to 1st surface and 3M #3635-70 White diffuser film applied 2nd surface
- White LED module (GELcore White 7100k)
- 1/4" dia. weep hole with light cove (min. 2 holes per letter)
- Mechanical fastener per site conditions
- 1/4" aluminum spacer
- 120V power supply
- 3/8" flexible conduit

Scale | 1/2" = 1'-0"



Revisions:	X
X	X
X	X
X	X

File Location:	STND
Drive/Clients/	CSTM
<input type="checkbox"/> AS	<input checked="" type="checkbox"/> CR
<input type="checkbox"/> EN	

Date: 02/19/18

Designer: AS PM: TK

City/State: Algonquin, IL 601

Address: 1454 S Randall Road

Drawing #

Site Name

C48362

S1b

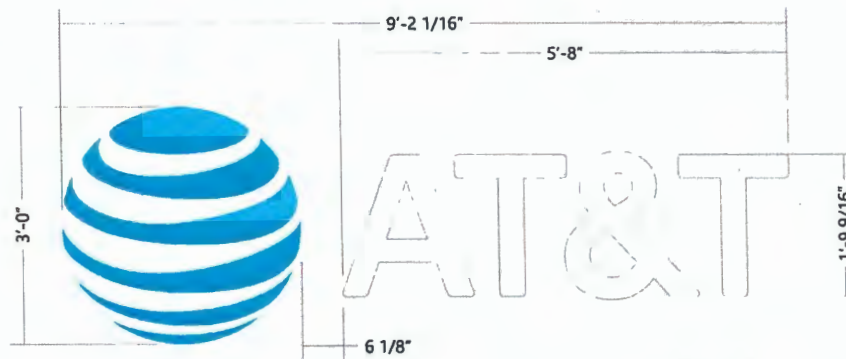
Custom Remote Wired Illuminated Letterset

Installation Guidelines

- Install new remote wired illuminated letterset to ACM fascia surface



East Elevation



Sq Ft | 19.2

Scale | 1/2"=1'-0"



Revisions:	
X	X
X	X
X	X
X	X

File Location:	STND
Drive/Clients/	CSTM
<input type="checkbox"/> AS	<input checked="" type="checkbox"/> CR
<input type="checkbox"/> EN	

Date:	12/13/17
Designer:	EQ
PM:	TK

City/State:	Algonquin, IL 601
Address:	1454 S Randall Road

Drawing #	C48362
Site Name	

S2b

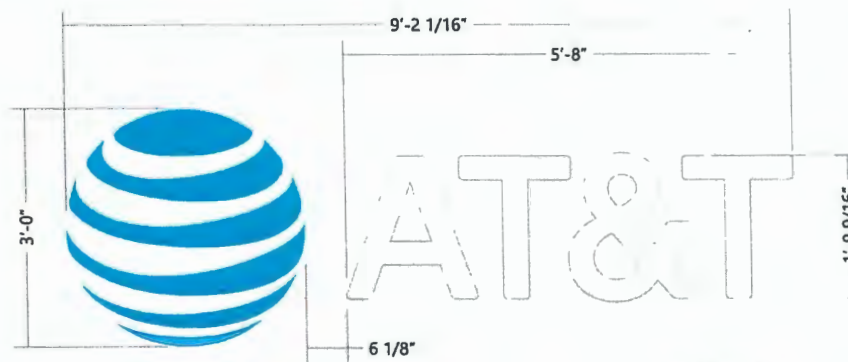
Custom Remote Wired Illuminated Letterset

Installation Guidelines

- Install new remote wired illuminated letterset to ACM fascia surface



North Elevation



Sq Ft | 19.2

Scale | 1/2"=1'-0"



Revisions:	
X	X
X	X
X	X

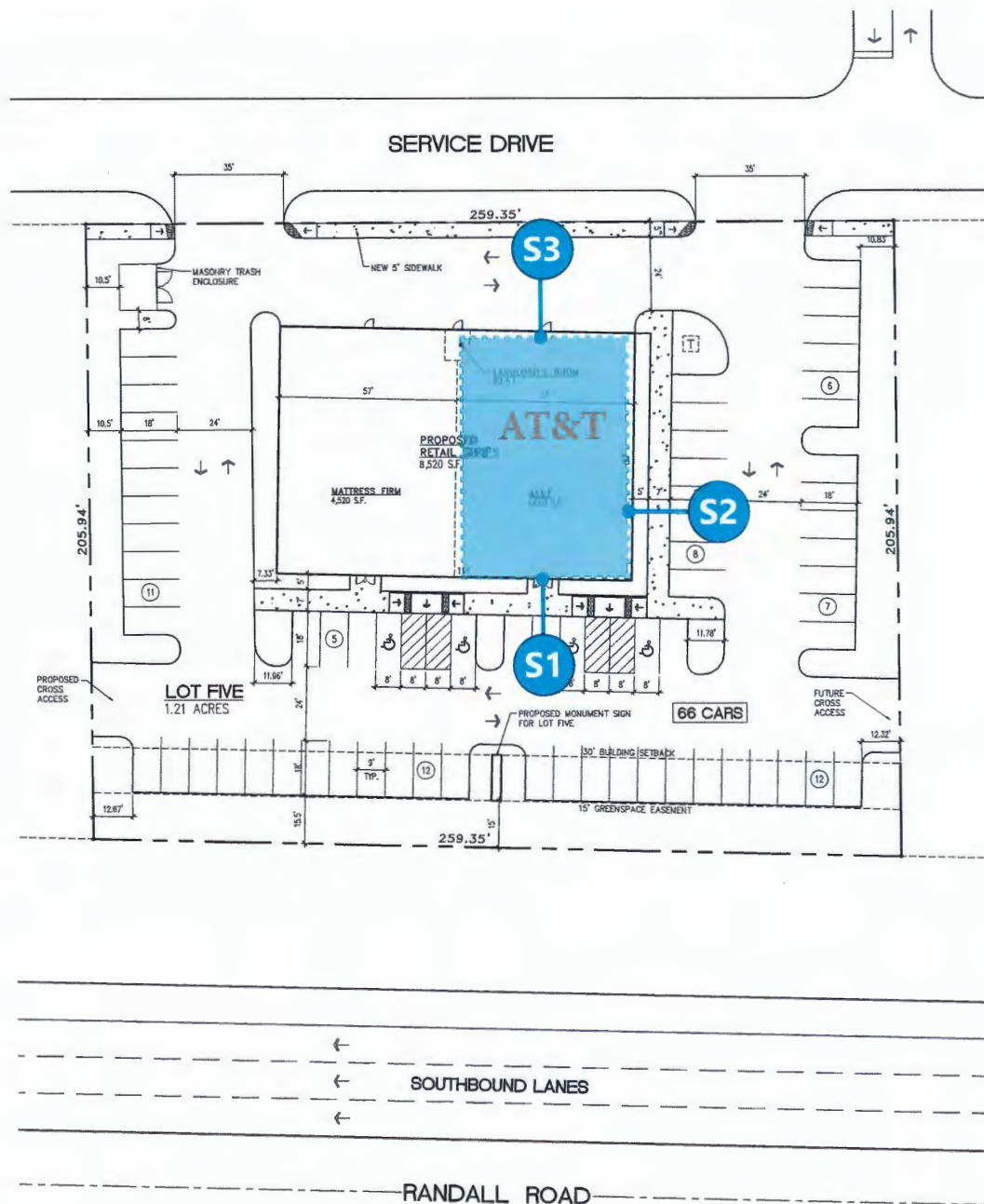
File Location:	STND
Drive: Clients/	CSTM
<input type="checkbox"/> AS	<input checked="" type="checkbox"/> CR
<input type="checkbox"/> EN	

Date:	12/13/17
Designer:	EO
PM:	TK

City/State:	Algonquin, IL 601
Address:	1454 S Randall Road

Drawing #	C48362
Site Name	

Site



Revisions:	X
Re-branded (10/5/16) PB	X
Update address thru-out BB / EO / 11.02.17	X
X	X

File Location:	STND	X
Drive/Clients/	CSTM	
<input type="checkbox"/> AS	<input type="checkbox"/> CR	<input checked="" type="checkbox"/> EN

Date: 10/5/16

Designer: PB PM: TK

City/State: Algonquin, IL 601

Address: 1454 S Randall Road

Drawing #

Site Name

C48362



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

– M E M O R A N D U M –

DATE: March 6, 2018

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: *Authorizing Financial Institutions as Designated Depositories*

As part of its treasury management activities, the Village maintains several bank and investment accounts at multiple financial institutions. The Village Board, from time to time, shall designate depositories in which the funds and moneys belonging to the Village, in the custody of the Village Treasurer, and also all moneys collected by the Village, shall be kept. Attached is a Resolution listing the eight (8) banks and financial institutions the Village is actively engaged with.

Recommendation

Staff recommends that the Committee of the Whole forward this item to the Village Board for approval by Resolution at their meeting on March 20, 2018.

RESOLUTION NO. 2018-R-_____

**DESIGNATION OF DEPOSITORIES FOR FUNDS AND OTHER PUBLIC MONIES
IN THE CUSTODY OF THE VILLAGE OF ALGONQUIN**

WHEREAS, the investment of municipal funds is governed by the Public Funds Investment Act, 30 ILCS 235; and

WHEREAS, the Village of Algonquin ("Village") has established an investment policy to further guide investment activities to achieve safety, liquidity, and yield-rate of annual return; and

WHEREAS, Public Funds Investment Act calls for the designation of depositories for fund and other public monies in the custody of the Village and sets certain requirements to be followed by financial institutions so designated; and

WHEREAS, the Village Treasurer requests the Board of Trustees to designate banks or other financial institutions, including brokered investments, in which the funds and monies of the Village may be deposited.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Algonquin, Kane and McHenry Counties, Illinois that the following named banks and other financial institutions are hereby designated as depositories for fund and other public monies in the custody of the Village:

- ALGONQUIN STATE BANK, N.A.
- BANK OF NEW YORK MELLON CORPORATION
- CHARLES SCHWAB CORPORATION
- HOME STATE BANCORP, INC
- ILLINOIS FUNDS
- ILLINOIS METROPOLITAN INVESTMENT FUND
- ILLINOIS NATIONAL BANCORP, INC.
- JP MORGAN CHASE BANK, N.A.

BE IT FURTHER RESOLVED, before any funds are deposited into any of the designated depositories, a copy of the aforesaid financial statements of the depository will be placed on file.

PASSED AND APPROVED, by the Board of Trustees for the Village of Algonquin the 20th day of March 2018.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

(SEAL)

John C. Schmitt, Village President

ATTEST: _____
Gerald S. Kautz, Village Clerk



**VILLAGE OF ALGONQUIN
MEMORANDUM**

DATE: February 26, 2018
TO: Committee of the Whole
FROM: Tim Schloneger, Village Manager
SUBJECT: Proposed Budget – 2018/2019 General Fund

GENERAL FUND BUDGET OVERVIEW

The annual budget is a financial statement of the goals and objectives for the Village during the fiscal year. These goals and objectives have been assessed and reconfirmed over the past year regarding the delivery of basic Village services. The General Fund budget maintains conservative projections of revenues and expenditures and attempts to address the concerns for maintaining service delivery identified by elected officials, Village staff, and citizens of this community in our current economic environment. The budget for the General Fund followed a “constraint budgeting” process to ensure maintenance of existing services while enhancing budget goals by each department and division in the allocation of the limited revenues for the Village. In other words, it is the overriding principle of the budget to deliver outstanding service to our citizens at a reasonable price without drawing down the Village’s working capital, assuming no additional tax burden on our residents. This principle is difficult with relatively flat year-to-year revenue, but still possible because of the financial planning that the Village Board has followed over the past decade. An overall flat property tax levy is reflected in the General Fund budget; and, through strong fiscal policies and constraint, the 2018-2019 General Fund budget is balanced.

Attached is the proposed General Fund budget for Fiscal Year 2018-2019. This General Fund budget is balanced with essentially flat revenues and expenditures as compared to the budget for the current 2017-2018 fiscal year. Income tax revenue is projected to increase 3% based on current projections and the assumption that the state pays all 12 monthly income tax installments under the current funding model. Sales tax revenue projections show a slight decrease from budget given conservative assumptions in a changing retail marketplace. Real estate taxes are the second largest revenue category after sales taxes and are levied lower than year 2008 levels.

The budget maintains a balanced position, drawing down on unrestricted funds for one-time capital purchases pursuant to the Village’s reserve policy. Above all, no significant reduction in services to our residents is anticipated in the 2018-2019 fiscal year budget, and the Village’s cash position remains solid.

FISCAL YEAR 2018-2019

GUIDING PRINCIPLES

The Guiding Principles were established as part of the 2005-2006 budget year process and are renewed each year. These principles are the core guidelines to ensure stability in meeting the mission of our organization, especially when our ability to provide necessary public services is challenged by unstable or declining revenue. The Village aims to focus its time and resources in accomplishing the following objectives:

Customer Service

Maintain and/or Enhance Customer Service and Citizen Satisfaction

- In order to provide the most efficient and effective services to residents, staff should continually evaluate operations. Increase the consistent focus on customer service through efficiency studies, training of front-line staff, and evaluating roles and responsibilities.
- Employee satisfaction, growth, and development foster positive customer service. This is accomplished through many vehicles, including training and evaluating roles/responsibilities.
- Implement mechanisms for promoting effective internal and external communication.

Economic Development

Continue to Promote and Foster Economic Development

- Economic development is instrumental in offering residents a community in which they can live, work, and play; creating jobs and bringing visitors to our community; and providing revenue to fund needed capital projects and other operational programs.
- Allocate the necessary resources to the continued development of the Village's economy, focusing on the Algonquin Corporate Campus, downtown, the Route 62 east corridor, and the mining operations.

Infrastructure

Evaluate, Plan for, and Implement Important Capital Improvement Projects in Order to Maintain the Village's Infrastructure and Uphold a High Quality of Life for Residents

- Providing adequate infrastructure throughout the Village is pertinent in order to ensure safe roadways, functional water and sewer systems, and top-notch park facilities for residents, businesses, and visitors.
- Continue to develop and implement multi-year plans, including neighborhood capital improvements.
- Continue to develop and refine the Village's transportation network in order to provide accessibility and mobility via the Village's roadway and trail systems.

Fiscal Management

Assess All Viable Options to Increase/Maintain the Village's Revenue Base

- Explore grants, operational efficiencies, and additional economic development opportunities.
- Obtain additional dedicated revenue sources for funding capital projects.
- Evaluate projects and personnel functions to find opportunities for cost savings.

Public Safety

Continue to Allocate the Necessary Resources for the Maintenance of the Public's Health, Safety, and Welfare through a Well-Trained and Dedicated Staff

- Emphasize and focus on public safety, emergency planning, and homeland security as a priority in our daily operations.
- As the number of commercial establishments level off or are reduced in the Village, and the needs of the citizenry fluctuate, differing resources must be allocated to these important government functions.

Conservation

Continue to Promote and Develop Programs with a Conservation Focus

- Promoting and adhering to a conservation mindset and lifestyle have been priorities for the Village over the past several years. Conservation is imperative in order to protect and conserve natural resources such as groundwater, wetlands, and natural water bodies.
- Promote and enforce the Village's water conservation program, and continue to work with other governments and agencies to address issues of water quality and quantity on a regional basis.
- Continue to promote the Village's recycling program through educational materials and other programs.

In addition to maintenance and advancement of services provided to our citizens, this proposed General Fund budget is on course to maintain at least a six-month cash reserve within the next fiscal year provided the state of Illinois lives up to its obligation to allocate the municipal share of the state income tax.

GENERAL FUND ANTICIPATED REVENUE (\$19,422,000)

There are many sources of revenue needed to fund the General Fund budget. Some of the revenue accounts are predictable based on past trends, while many other revenues are dependent on activities that have been more difficult to predict during the financial recovery and ongoing state fiscal crisis. This section of the memo will address larger revenue categories and those revenue accounts involving various assumptions and deviations from the current fiscal year budget.

SALES TAX - \$7,650,000 - Projected sales tax contributes approximately 39% of the total anticipated revenue for the General Fund and is the largest revenue source in the General Fund.

Sales tax is an elastic revenue source, paid largely by nonresidents who purchase goods from businesses within the Village. These purchases can fluctuate based on competition from adjacent communities and external economic forces from year to year and should not be completely relied on as the ever-increasing revenue source. The timing of new commercial uses, closing of businesses, and predicting resulting sales taxes to be generated by these new or closing businesses, and sometimes competing businesses, make sales tax less predictable as a revenue source.

INCOME TAX - \$3,461,000 – Income taxes received by the state are based on the census of population and overall income tax collected by the state. Recent trends show income tax increasing slightly from last fiscal year (which included 12-month LGDF reduction). Income tax revenue consists of approximately 17.8% of the total revenue for the General Fund.

COMMUNITY DEVELOPMENT FEES - \$484,000 - The revenue from building permits, platting fees, and annexation may fluctuate based on the economy and the extent of building activity. Based on the anticipated pace of building activity, a 15% increase from the current budget in overall Community Development Fees is projected. Community Development Fees account for just over 2.5% of the General Fund revenue in this budget.

POLICE AND COURT FINES - \$320,000 – This series of revenue accounts makes up the payments from fines, prosecution fees, and forfeited funds related to police and court activities, plus any reimbursement for police training. Court and traffic fines account for approximately 1.6% of all General Fund revenues.

FRANCHISE FEES - \$645,000 – These items cover revenues provided to the Village by utility companies for use of the public rights of way through franchise agreements. This revenue accounts for approximately 3.3% of the revenue in the General Fund.

REAL ESTATE TAXES - \$5,990,000 - The real estate tax revenues include the distribution of the real estate taxes as levied. The real estate tax revenue contributes approximately 31% to the General Fund budget and is the second largest source of revenue next to sales tax. Consistent with the policy of the Board to keep Village property taxes down, the Village's levy was decreased below year 2008 levels.

GRANTS AND DONATIONS - \$0 - These line items recognize the revenue anticipated under the traffic grant programs. The funds available for grants and donations make up approximately 0.7% of the General Fund revenues.

INTEREST - \$121,000 - These revenue line items include interest received from the various investment institutions utilized by the Village. While working capital is stable, interest rates can fluctuate throughout the year and are showing a trend to be gradually increasing. Interest income accounts for less than 0.6% of the General Fund revenue.

OTHER REVENUE - \$620,500 - Eighteen other smaller revenue sources account for the balance of the total revenue stream for the General Fund. A transfer from the Hotel Tax Fund helps to supplement the General Fund for advisory services provided by the McHenry County and Metro West Councils of Governments. Overall, the other revenue accounts make up approximately 3.2% of the General Fund revenue.

STREET IMPROVEMENT FUND – This year's budget proposes transferring \$600,000 from fund balance to support various projects in the Village's capital improvement plan.

PARK IMPROVEMENT FUND – The Village is proposes transferring \$400,000 from fund balance to support the construction of various park and recreation projects.

GENERAL FUND EXPENDITURES - PERSONNEL

Administration, Police, Community Development, and Public Works are separate departments funded by the General Fund. Public Works has two distinct divisions of responsibility covered under the General Fund: (1) General Services (previously Streets Division and Parks and Forestry Division) and (2) Public Works Administration. *Note:* The Water and Sewer Divisions are also under the Public Works Department, but these two divisions are classified under the Water and Sewer Operating Fund which is considered a

separate, freestanding Enterprise Fund. The Vehicle and Building Maintenance Service Funds are administered through the Public Works Department as internal service funds and derive their revenue as an expenditure from each department based on the vehicle, equipment, and building needs of each department.

The General Fund budget suggests very modest salary increases for current personnel. In April, the Village Board will be considering whether there will be any increases to the merit compensation plan for noncontract employees, which is examined annually. The merit plan provides that the department heads, with the advice and consent of the Village Manager, review all nonunion employees for possible merit increases. Each department establishes a merit pool, so the proposed raises can reflect job performance rather than automatic, across-the-board pay increases. For budget purposes, an approximate 2.5% merit pool increase is recommended at this time. Implementation of the merit compensation plan, as established by the Committee of the Whole and the Village Board by ordinance, will serve as a guide to the appropriate merit pool increases for the employees during the 2018-2019 fiscal year.

GENERAL SERVICES ADMINISTRATION – PERSONNEL (\$1,419,400) The General Services Administration Department (GSA) includes the Manager’s Office, Finance, Human Resources, Water Billing, Innovation & Technology, and Recreation. Staff within the General Services Administration Department includes 15 full-time employees (decrease 1 in Finance) under this budget proposal. Personnel costs for GSA are essentially flat compared to last year.

GENERAL SERVICES ADMINISTRATION	
FULL-TIME PERSONNEL BY PROGRAM RESPONSIBILITY	
Village Manager	2
Finance	6
IT/GIS	4
Recreation	1
Human Resources	2
Total	15

GENERAL SERVICES ADMINISTRATION - CONTRACTUAL SERVICES (\$214,100)

The expenditures under the contractual services category are proposed to be decreased from last year to reflect recent trends.

GENERAL SERVICES ADMINISTRATION - SUPPLIES AND MATERIALS - (\$44,500) AND MAINTENANCE (\$154,500)

Items under Supplies and Materials are budgeted to increase from the current budget. Dated computers and printers are proposed for replacement under Item 43333. The line item for Building Services (44423) (as in all departments) focuses on the level of attention needed at the Ganek Municipal Center and Historic Village Hall for the purpose of maintenance, which is increasing with aging facilities. The Internal Services Fund will bill each department the labor and materials needed to maintain each department. Vehicle Maintenance (44420) and Building Services (44423) are classified through a separate Internal Service Fund, which is noted on the budget work sheets with an “S” for Service Fund.

GENERAL SERVICES ADMINISTRATION - CAPITAL EXPENDITURES (\$0)

No funds are allocated this year for capital expenditures.

GENERAL SERVICES ADMINISTRATION - OTHER CHARGES (\$293,500)

ACCOUNT 47701 RECREATION PROGRAMS - \$ 251,000 - The costs associated with the special event and recreation programs planned for the fiscal year are identified in this line item. The most popular events and recreational sessions remain on the schedule for the year, and some less popular events have been eliminated. Recreation programming revenue has been adjusted to reflect the related program expenditures. If all of the programs are successful, revenues generated from the events will cover most, but not all, of these proposed expenditures.

ACCOUNT 47750 HISTORIC COMMISSION - \$2,400 – The expenditures proposed by the Historic Commission are for photographic services, duplication, copying, and reprinting, as well as other supplies and equipment for office use and seminars including membership in the McHenry County Historical Society.

GENERAL SERVICES ADMINISTRATION DEPARTMENT SUMMARY (\$2,126,000)

The General Services Administration Department accounts for 10% of the budget, with flat expenditures from the previous budget year. The department will continue to focus on public communication tools, technology, and GIS or improved information and communication opportunities.

POLICE DEPARTMENT – PERSONNEL (\$8,069,000)

Personnel salaries and benefits in the Police Department make up 81% of the department's expenditures, including the Village's significant contribution to the Police Pension Fund. Most of the sworn officers and civilian personnel are covered under collective bargaining contracts. The department has 44 sworn officers and a total of 51 full-time employees.

POLICE DEPARTMENT - CONTRACTUAL SERVICES (\$949,000), SUPPLIES AND MATERIALS (\$233,050), AND MAINTENANCE (\$348,850)

The Police Department line items under the categories of Contractual Services and Supplies & Materials are increased from the current fiscal year, while Maintenance expenditures are decreased from the current fiscal year. Dispatch Services for SEECOM is the largest line item under contractual services (\$651,000). Line item Traffic Light Enforcement (42300) has been reduced to \$0 as the red light camera program was eliminated after successfully changing driver behavior. Fuel usage (43340) for police vehicles (\$78,000) is the largest line item under Supplies and Materials. IT Equipment (43333) includes computers scheduled for replacement and upgrades to the emergency operations center (EOC).

POLICE DEPARTMENT - CAPITAL EXPENDITURES (\$225,900)

ACCOUNT 43335 VEHICLES AND EQUIPMENT - \$176,000 – The budget proposes purchasing a two (2) 2018 Ford Interceptor Sedan, Mobile Squad Radios, four (4) Portable Message Board Signs and four (4) Radar Speed Display Signs.

ACCOUNT 45590 CAPITAL PURCHASES - \$43,900 – This line item is for capital purchases that exceed the \$40,000 threshold. The purchase of a 2018 Ford Interceptor SUV is included here.

ACCOUNT 45593 CAPITAL IMPROVEMENTS - \$0 – No money is allocated this year for capital improvements.

ACCOUNT 45597 CAPITAL LEASE PURCHASE - \$6,000 – The budget includes the final year of lease payments of car video recording systems.

POLICE DEPARTMENT - OTHER CHARGES (\$110,700)

ACCOUNT 47720 POLICE COMMISSION - \$2,200 – This line item reflects expenses for the promotion and discipline of police officers and funding for a sergeant promotional exam, if needed.

ACCOUNT 47730 EMERGENCY SERVICE DISASTER - \$8,400 - This item covers some of the current staff time devoted to the county agency of “ESDA.”

ACCOUNT 47760 UNIFORMS - \$56,000 - This line item is pursuant to the current union contract for the uniform allowances and for new and replacement bulletproof vests for officers.

POLICE DEPARTMENT SUMMARY (\$9,936,500) As the agency responsible for providing front-line public safety services to Village residents, the Police Department is by far the largest department of the Village, making up 49% of the General Fund budget. Personnel alone within this department accounts for more than 81% of the department's total budget. All expenditures are necessary to meet the public service goals identified in certain guiding principles noted earlier in this memo.

COMMUNITY DEVELOPMENT DEPARTMENT – PERSONNEL (\$1,023,800)

This department of the Village includes the services of building permit review, code enforcement, property maintenance, economic development, downtown revitalization, public art, and planning and zoning coordination. The budget for the Community Development Department is based on expected implementation of various departmental program goals.

**COMMUNITY DEVELOPMENT DEPARTMENT - CONTRACTUAL SERVICES, (\$135,000),
SUPPLIES AND MATERIALS (\$28,100), AND MAINTENANCE (\$58,600)**

ACCOUNT 42234 PROFESSIONAL SERVICES - \$96,600 - This item is used to pay for outside professional service contracts. Included are funds for economic development services to recruit developers and businesses to the Corporate Campus, retail corridors and the downtown. Other services anticipated are consultants in specialized areas of planning, elevator inspections, grass-cutting services (for violations of property maintenance codes), and other possible outside inspection services, if needed, for larger commercial projects and/or summer peak building permit review. Other expenditures in all categories are decreasing accordingly due to less building activity.

ACCOUNT 43362 PUBLIC ART - \$6,000 - This line item covers expenses for the Public Art Program. The costs will cover all-weather signs adjacent to the sculptures and other

expenses necessary to set up the public art displays including the annual Art on the Fox event. *Note:* Public art impact fees could also be collected and placed in the General Fund to cover a portion of these expenses if there is some new development. Funds are recommended in this account to act as a stipend to artists who may agree to loan the Village an outdoor sculpture for display.

COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENTS (\$20,000) AND OTHER CHARGES (\$16,400)

ACCOUNT 43335 VEHICLES & EQUIPMENT - \$20,000 – The budget anticipates removing vehicles #309 and #304, from the fleet and replacing them with a Ford Focus or similar model.

ACCOUNT 45593 CAPITAL IMPROVEMENTS - \$0 – No money is allocated.

ACCOUNT 47710 ECONOMIC DEVELOPMENT - \$4,000 - This item covers the continued implementation of the Downtown Planning Study, Retail Marketing, Business Park Marketing, and the Business Retention Program recommended by the Algonquin Economic Development Commission.

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY (\$1,282,500)

This department accounts for about 6.6% of the General Fund budget and is responsible for economic development programs, processing of every development plan proposed and every building permit of this growing Village, including enforcement of property maintenance codes. The revenue directly from community development-related matters consists of \$484,000, or approximately 2.5% of the General Fund budget revenues. The Village needs to maintain a highly professional level of service in the department since its efforts will be measured by the quality of the developments in the future of the Village.

PUBLIC WORKS DEPARTMENT - PUBLIC WORKS ADMINISTRATION

The organization of the Public Works Department utilizes the division of Public Works Administration to efficiently allocate the time and responsibilities of the Public Works Department who assist all departments of the Village. The positions that are involved with building and vehicle maintenance cross over to multiple divisions within Public Works, multiple departments of the Village, and multiple funds within the budget. Public Works Administration also manages General Services (formerly Streets Division and Parks and Forestry Division), all of which are funded through the General Fund, as well as the separate Enterprise Fund of the Water and Sewer Operating Divisions.

PUBLIC WORKS ADMINISTRATION – PERSONNEL (\$287,200)

Four full-time positions are covered by the Public Works Administration Division.

PUBLIC WORKS ADMINISTRATION - CONTRACTUAL SERVICES (\$13,400) SUPPLIES AND MATERIALS (\$12,500) AND MAINTENANCE (\$57,500)

The line items for Public Works Administration under contractual services and supplies and materials reflect only those services needed for the Public Works Administration Division. Likewise, the maintenance line items are only for the Public Works Administration's share of buildings, grounds and vehicle maintenance.

PUBLIC WORKS ADMINISTRATION - CAPITAL EXPENDITURES (\$38,000)

The line item reflects a replacement vehicle for the Project Manager, likely a Ford F150 or similar model.

PUBLIC WORKS ADMINISTRATON – TRANSFERS (\$622,000) AND OTHER CHARGES (\$7,400)

The transfer satisfies the next installment to the bond issue and reflects the most recent debt refinancing. Under Other Charges, travel and training and uniform costs have been reduced to reflect constraint expenditures needed to keep costs down this fiscal year.

GENERAL SERVICES – PERSONNEL (\$2,161,000)

The staff of General Services (formerly Streets Division and Parks and Forestry Division) is proposed with no new full-time personnel. The number of full-time employees within General Services is at 22.

For winter months, snowplow routes are established for snow and ice removal on the 130 miles of streets, bike trails, and municipal parking lots. Likewise, during the spring, summer, and fall seasons, patching, maintenance, street sweeping, and striping must all be performed by the staff of General Services.

General Services covers the expenses needed for the maintenance of parks and municipal properties. Park maintenance costs are expanding greatly due to the commitment by the Village Board to acquire parkland and to enhance maintenance and improvements to community parks. The expenditures accurately represent the Village's cost of additional parklands and increased responsibilities to maintain the tree stock within the public areas and tree loss caused by the emerald ash borer infestation. Likewise, tree preservation, tree replacement, and grounds maintenance are increasingly important to the Village and the overall quality of facilities serving the public.

GENERAL SERVICES - CONTRACTUAL SERVICES (\$808,000) AND SUPPLIES AND MATERIALS (\$173,000)

Contractual accounts cover utility costs such as power for streetlights, fuel costs, mosquito control, aquatic weed control and landscape maintenance. Supplies and Materials also include those items needed for street repairs such as asphalt, stone, signs, landscape restoration, etc.

ACCOUNT 42212 ELECTRIC - \$375,000 - This account recognizes the cost of power for all the streetlights throughout the Village for the year.

ACCOUNT 42234 PROFESSIONAL SERVICES - \$374,800 - This line item is used to pay for subscription costs for the Automatic Vehicle Location System. In addition, it includes money to pay for IEPA storm water permit fees, JULIE locate service, weather command services, broadleaf weed control, mosquito control, aquatic weed control and rough turf mowing.

ACCOUNT 43309 MATERIALS - \$20,550 - This line item is for in-house projects which utilize materials such as stone, asphalt, paint, mulch and seed. In addition, drainage problems continually need to be addressed throughout the Village and require materials such as pipe, manhole parts, gravel, and various types of stone.

ACCOUNT 43320 TOOLS, EQUIPMENT AND SUPPLIES - \$43,250– This account covers the costs for the day-to-day tools and supplies. Funds are provided for typical hand tools, concrete saw parts, tree trimming supplies, and equipment for playground repairs.

ACCOUNT 43360 PARK UPGRADES - \$1,200 – Funds are allocated to replace the aged educational signage at various parks.

ACCOUNT 43366 SIGN PROGRAM - \$25,000 - The expenses under this item include the purchase of posts and signs for public rights of way. With the use of the computerized sign-making equipment, Public Works staff can make and customize signs for the Village. The materials for sign blanks and the backing materials are included in this expenditure.

GENERAL SERVICES - MAINTENANCE (\$781,650)

ACCOUNT 44402 TREE PLANTING - \$20,650 - Expenses under this item include seasonal plant displays, as well as replacement plants and trees on public properties, including parkway trees. Finally, this line item provides for the 50/50 parkway tree program. The allocated funds will not completely satisfy the current waiting list of tree replacements due to the emerald ash borer infestation. The 50/50 tree program only covers the situation where a property owner wants an additional parkway tree. Any existing parkway tree that dies will be replaced 100% by the Village.

ACCOUNT 44420 VEHICLE MAINTENANCE - \$256,000 - This item covers maintenance of all machinery and apparatus that are driven or towed, including trucks, vans, tractors, cars, riding mowers, or anything mounted to those pieces such as snowplows or salt spreaders.

ACCOUNT 44421 EQUIPMENT MAINTENANCE - \$260,000 - The equipment maintenance line item represents expenses that are preformed or coordinated through Internal Services.

ACCOUNT 44423 BUILDING MAINTENANCE - \$175,000 – The building services maintenance line item represents expenses that are preformed or coordinated through Internal Services.

ACCOUNT 44427 CURB AND SIDEWALK PROGRAM - \$4,200 - This item includes funding for sidewalk inspection, ADA compliance and repair for damaged sidewalks. Additional curb and sidewalk material costs are covered under the MFT Fund to reduce these expenditures in the General Fund.

ACCOUNT 44428 STREET MAINTENANCE- \$15,000 – This item includes crack filling for road surface preservation and thermoplastic roadway striping.

ACCOUNT 44429 STREET LIGHT MAINTENANCE - \$12,000 - This line item covers the in-house maintenance of the Village-owned streetlights, poles, and fixtures.

ACCOUNT 44430 TRAFFIC SIGNAL MAINTENANCE - \$25,500 - These are set costs for the Village's share of existing traffic signals shared with IDOT.

ACCOUNT 44431 STORM SEWER MAINTENANCE - \$11,700 – This provides for pipe and manhole parts for the utilities team.

GENERAL SERVICES - CAPITAL EXPENDITURES (\$159,000)

Expenditures include the replacement of vehicles #612, #614, #616 and the purchase of a Crash Attenuator.

GENERAL SERVICES – TRANSFERS (\$147,000) AND OTHER CHARGES (\$37,350)

This line item is primarily used for uniform and safety items along with a modest amount budgeted for training.

ACCOUNT 48005 TRANSFER TO POOL - \$147,000 - This item includes the funds necessary to cover the balance of expenditures for the Lions-Armstrong Memorial Pool not covered by pool revenues. The transfer amount is more than the current fiscal year due to increased maintenance costs.

ACCOUNT 47740 TRAVEL TRAINING & DUES - \$19,650 AND ACCOUNT 47760 UNIFORM & SAFETY - \$17,700 these items are critical to personnel for strategic planning, training, safety equipment, and procedures for the correct and safe operation of equipment.

PUBLIC WORKS DEPARTMENT SUMMARY (\$5,305,000)

The divisions of the Public Works Department covered in the General Fund—

1) Public Works Administration, 2) General Services—together make up 27% of the General Fund Budget, 5% and 22%, respectively.

Unlike the Police Department where personnel costs consist of 81% of the department's budget, the expenditures for these divisions of Public Works usually require more capital investment of materials and equipment to assist in the physical improvement of streets and parks, including the upkeep and maintenance of the Village's public infrastructure, such as public buildings, grounds, and municipal vehicles. The budget for these divisions includes a decrease in the number employees and is committed to the continued increased efficiency and high quality of maintenance as performed over the past several years with the purchase of strategic equipment to assist existing personnel with efficient execution of their responsibilities.

MULTI-DEPARTMENTAL EXPENDITURES (\$1,772,000)

Multi-Departmental expenses are those that cross over to all departments and divisions of the Village. The professional services for employee assistance and computer network improvements are included in the Multi-Departmental expenses. Multiple major computer software improvements (\$218,600) that cross over to all departments are covered in Account 43333. The annual insurance premium for the General Fund is in Account 42236 (\$516,000). \$22,000 is budgeted for an employee wellness initiatives and Village-wide training. And transfers to the Street Improvement Fund (\$600,000) and Park Improvement Fund (\$400,000) are reflected here.

GENERAL FUND BUDGET SUMMARY

The General Fund is the major operating fund for the Village, and it has retained a sound financial base. Maintaining a sufficient cash reserve is essential to the solid financial operation of any Village will be maintained in this fiscal year by full implementation of this proposed budget and maintained revenue projections. Staff feels this proposed budget attempts to implement many of the goals established by the Village Board. The

quality of the development and services in the Village is accomplished by all employees and elected officials involved with the decision-making process. The projected expenditures outlined in this General Fund not only maintain the current service delivery level to all of our residents but hopefully go further to accomplish goals of improved quality standards desired and expected in this village. The projected revenues and expenditures are conservative, yet realistic, and the implementation of the budget is results-based for effective and efficient services for our residents

Improving municipal services by budgeting for outcomes is a commitment that has been made in recent budgets, and it is hoped that elected officials and the public can recognize the progress made in serving the public interest over the past years through careful implementation of the Village's budget. This progress and momentum are being built on in this proposed budget so that the Village can provide yet a higher level of service in future years.

General Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Budget
Sales Tax								
01000500	31010	Sales Tax	\$ 7,423,642.33	\$ 7,635,489.68	\$ 7,704,132.83	\$ 3,713,938.80	\$ 7,700,000.00	\$ 7,650,000.00
Subtotal			\$ 7,423,642.33	\$ 7,635,489.68	\$ 7,704,132.83	\$ 3,713,938.80	\$ 7,700,000.00	\$ 7,650,000.00
Income Tax								
01000500	31020	Income Tax	\$ 3,688,589.93	\$ 3,899,246.37	\$ 3,579,608.55	\$ 2,223,532.07	\$ 3,300,000.00	\$ 3,400,000.00
01000500	31590	State Replacement Tax – Twp.	6,788.94	7,494.03	7,236.21	736.68	6,000.00	7,000.00
01000500	31591	State Replacement Tax – State	55,023.16	49,004.17	58,557.25	31,773.79	54,000.00	54,000.00
Subtotal			\$ 3,750,402.03	\$ 3,955,744.57	\$ 3,645,402.01	\$ 2,256,042.54	\$ 3,360,000.00	\$ 3,461,000.00
Community Development Fees								
01000100	32070	Planning/Zoning/Annex.	\$ 7,055.00	\$ 10,363.40	\$ 9,979.50	\$ 30,785.00	\$ 8,000.00	\$ 10,000.00
01000100	32100	Building Permits	420,517.64	646,197.26	419,176.40	251,307.45	360,000.00	420,000.00
01000100	32101	Site Development Fee	1,100.00	2,000.00	990.00	3,180.00	1,000.00	1,000.00
01000100	32102	Public Art Impact Fee	1,898.00	5,615.85	1,270.00	1,221.80	1,000.00	1,000.00
01000100	34105	Platting Fees	9,680.00	9,326.00	-	-	5,000.00	2,000.00
01000100	32110	Outsourced Services Fees	-	36,825.90	29,278.65	10,420.40	25,000.00	30,000.00
01000100	35012	Building Permit Fines	29,672.75	28,600.60	20,720.00	16,115.00	20,000.00	20,000.00
Subtotal			\$ 469,923.39	\$ 738,929.01	\$ 481,414.55	\$ 313,029.65	\$ 420,000.00	\$ 484,000.00
Police/Court Fines								
01000200	34020	Police Accident Reports	\$ 5,032.00	\$ 4,297.00	\$ 4,527.00	\$ 1,902.00	\$ 4,000.00	\$ 4,000.00
01000200	34022	Alarm Lines	85,411.15	-	-	-	-	-
01000200	34025	Police Training Reimbursement	2,639.00	589.86	-	-	1,000.00	-
01000200	34018	Truck Weight Permit	5,975.00	3,850.00	8,450.00	7,700.00	5,500.00	7,000.00
01000200	35050	Police Fines	14,750.22	5,835.95	29,210.05	1,273.35	10,000.00	8,000.00
01000200	35053	Municipal Court - Police Fines	87,626.37	71,717.34	94,751.62	44,031.83	75,000.00	80,000.00
01000200	35060	County-DUI Fines	11,425.00	10,694.60	9,548.00	9,025.14	10,000.00	10,000.00
01000200	35062	County Court Fines	186,740.55	175,114.43	157,059.61	74,579.83	160,000.00	145,000.00
01000200	35063	County Drug Fines	3,106.25	2,221.25	877.50	47.50	1,000.00	1,000.00
01000200	35064	County Prosecution Fees	18,991.00	15,014.00	15,646.12	8,100.88	17,000.00	15,000.00
01000200	35065	County Vehicle Fines	10,608.22	9,847.89	10,406.99	5,079.33	10,000.00	10,000.00
01000200	35066	County Electronic Citation Fee	1,658.77	1,328.00	1,364.46	714.89	1,500.00	1,000.00
01000200	35067	County Warrant Execution	1,190.00	1,190.00	1,610.00	710.00	1,000.00	1,000.00
01000200	35068	County Auto Expungement	-	-	20.00	75.00	-	-
01000200	35085	Administrative Towing & Storage	34,733.60	38,677.00	44,528.00	15,248.00	35,000.00	30,000.00
01000200	35090	Traffic Light Enforcement	262,612.13	150,398.18	30,060.89	18,200.61	-	-
01000100	35095	Municipal Court	15,050.00	11,937.00	9,033.00	2,408.00	10,000.00	8,000.00
Subtotal			\$ 747,549.26	\$ 502,712.50	\$ 417,093.24	\$ 189,096.36	\$ 341,000.00	\$ 320,000.00
Franchise & Telecommunication Fees								
01000500	31180	Cable Franchise	\$ 511,685.68	\$ 546,473.59	\$ 547,682.82	\$ 301,401.44	\$ 530,000.00	\$ 540,000.00
01000500	31190	Telecommunications Tax	147,410.77	127,844.18	120,449.98	56,021.26	125,000.00	105,000.00
Subtotal			\$ 659,096.45	\$ 674,317.77	\$ 668,132.80	\$ 357,422.70	\$ 655,000.00	\$ 645,000.00
Real Estate Taxes								
01000500	31500	Real Estate Tax General	\$ 1,027,418.73	\$ 1,068,578.37	\$ 661,457.26	\$ -	\$ -	\$ -
01000500	31510	Real Estate Tax Police	1,685,843.91	1,753,027.71	1,750,264.62	2,403,450.73	2,430,000.00	2,400,000.00
01000500	31520	Real Estate Tax IMRF	417,731.09	434,016.95	398,464.56	395,627.81	400,000.00	300,000.00
01000500	31530	Real Estate Tax R&B	392,652.82	395,264.87	395,102.81	390,131.20	390,000.00	390,000.00
01000500	31550	Real Estate School Crossing	18,895.64	18,958.79	17,927.86	14,837.69	15,000.00	15,000.00
01000500	31560	Real Estate Tax - Insurance	497,299.78	299,322.79	498,080.72	296,720.86	300,000.00	440,000.00
01000500	31570	Real Estate Tax FICA	626,597.64	651,525.78	547,892.77	543,988.22	550,000.00	450,000.00
01000500	31575	Real Estate Tax ESDA	4,972.13	5,983.28	4,984.41	4,948.73	5,000.00	5,000.00
01000500	31580	Real Estate Tax Police Pension	1,172,634.97	1,237,199.60	1,829,959.15	1,879,240.54	1,900,000.00	1,990,000.00
Subtotal			\$ 5,844,046.71	\$ 5,863,878.14	\$ 6,104,134.16	\$ 5,928,945.78	\$ 5,990,000.00	\$ 5,990,000.00

General Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Budget
Donations								
01001100	33025	Donations - Recreation	\$ 2,856.41	\$ 2,099.80	\$ -	\$ 414.60	\$ 3,000.00	\$ 3,000.00
01000100	33030	Donations-Operating-General Govt.	196,626.15	61,310.87	57,105.50	52,213.88	30,000.00	50,000.00
01000200	33031	Donations-Operating-Public Safety	26,962.78	21,326.94	49,425.66	2,939.25	20,000.00	25,000.00
01000300	33032	Donations-Operating-Public Works	7,950.70	7,365.23	12,056.78	5,987.11	10,000.00	7,500.00
01000300	33052	Donations-Capital-Public Works	-	-	4,902.96	-	-	-
01000100	33100	Donation-Makeup Tax	54,606.10	49,043.65	48,947.03	19,988.39	55,000.00	45,000.00
Subtotal			\$ 289,002.14	\$ 141,146.49	\$ 172,437.93	\$ 81,543.23	\$ 118,000.00	\$ 130,500.00
Grants								
01000100	33230	Grants-Operating Gen. Gov.	\$ 2,261.73	\$ -	\$ -	\$ -	\$ -	\$ -
01000200	33231	Grants-Operating Public Safety	23,842.35	3,333.78	32,496.10	-	-	-
01000300	33232	Grants-Operating Public Works	-	-	37,500.00	49,441.00	-	-
Subtotal			\$ 26,104.08	\$ 3,333.78	\$ 69,996.10	\$ 49,441.00	\$ -	\$ -
Interest								
01000500	36001	Interest	\$ 7,820.77	\$ 178.30	\$ 506.34	\$ 345.50	\$ 500.00	\$ 750.00
01000500	36002	Interest - Insurance	25.22	44.42	78.92	29.31	100.00	50.00
01000500	36020	Interest - LGIP	16,581.22	21,029.55	44,094.11	36,130.83	25,000.00	50,000.00
01000500	36050	Investment Income - Fixed Income	21,837.53	64,736.91	28,593.82	35,456.61	75,000.00	70,200.00
Subtotal			\$ 46,264.74	\$ 85,989.18	\$ 73,273.19	\$ 71,962.25	\$ 100,600.00	\$ 121,000.00
Other								
01000100	32080	Liquor Licenses	\$ 119,079.25	\$ 117,894.50	\$ 129,034.25	\$ 109,759.00	\$ 116,000.00	\$ 118,000.00
01000100	32085	Licenses	50,359.94	59,322.00	63,983.12	4,978.00	55,000.00	57,000.00
01000100	33008	Intergovernmental - General Governmen	8,675.00	22,906.00	25,288.00	36,355.00	15,000.00	20,000.00
01000200	33010	Intergovernmental - Police	102,737.33	105,540.71	107,673.64	56,560.82	105,000.00	105,000.00
01000300	33012	Intergovernmental -Public Works	-	-	680.00	580.00	-	500.00
01000100	34010	Historical Commission	225.00	360.37	950.00	1,475.00	400.00	500.00
01000100	34012	Reports/Maps/Ordinances	631.00	595.50	721.00	328.00	500.00	500.00
01000100	34100	Rental Income	123,248.84	86,457.79	79,610.33	38,655.52	38,000.00	39,500.00
01000100	34101	Facility Rental Fees	1,404.00	2,181.00	6,435.00	2,890.00	2,500.00	5,000.00
01000300	34102	Park Rental Fees	4,745.75	11,738.25	10,105.25	5,122.25	12,000.00	12,000.00
01000300	34230	Signage Billings	248.50	264.00	752.52	48.00	400.00	250.00
01000100	34410	Recreation Programs	95,048.18	96,105.34	106,611.76	59,401.05	190,000.00	189,000.00
01000100	34720	Administrative Fees	80.00	40.00	230.00	35.00	-	-
01000200	35080	Forfeited Funds	5,200.52	5,243.20	1,075.76	-	5,000.00	2,500.00
01000200	37100	Restitution - Public Safety	422.80	3,439.56	254.37	1,169.67	500.00	500.00
01000300	37100	Restitution - Public Works	2,161.92	18,308.59	22,459.69	13,298.01	5,000.00	10,000.00
01000500	37110	Insurance Claims	6,855.50	260,524.48	52,995.39	3,098.00	-	-
01000500	37900	Miscellaneous Revenue	225.25	461.26	544.00	3,186.47	100.00	250.00
01000500	37902	IPBC - Change in Term	-	8,077.00	66,974.00	-	-	-
01000100	37905	Sale of Surplus Property	71,126.36	24,919.68	26,139.89	57,066.37	25,000.00	25,000.00
01000500	38016	Transfer from Special Revenue-Hotel	45,000.00	35,000.00	35,000.00	-	35,000.00	35,000.00
Subtotal			\$ 637,475.14	\$ 859,379.23	\$ 737,517.97	\$ 394,006.16	\$ 605,400.00	\$ 620,500.00
General Fund Total			\$ 19,893,506.27	\$ 20,460,920.35	\$ 20,073,534.78	\$ 13,355,428.47	\$ 19,290,000.00	\$ 19,422,000.00
Transfers from Fund Balance								
Transfer to Street Improvement Fund								\$ 600,000.00
Transfer to Park Improvement Fund								\$ 400,000.00
FY 18/19 Total							\$ 19,290,000.00	\$ 20,422,000.00

General Services Administration Department

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2 YTD	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
Personnel										
01100100	41103	JMRF	\$ 118,977.09	\$ 102,834.70	\$ 106,253.99	\$ 54,379.37	\$ 115,500.00	\$ 113,600.00	\$ 113,600.00	\$ -
01100100	41104	FICA	81,634.42	70,838.52	73,824.11	37,911.14	80,500.00	81,700.00	81,700.00	-
01100100	41105	Unemployment Tax	1,478.79	1,461.38	1,565.42	225.35	3,000.00	2,100.00	2,100.00	-
01100100	41106	Health Insurance	169,753.94	147,370.57	156,421.04	77,431.11	158,500.00	152,000.00	152,000.00	-
01100100	41110	Salaries	1,078,293.45	915,365.68	964,948.10	495,443.62	971,000.00	994,000.00	994,000.00	-
01101100	41113	Salary - Recreation Instructors	9,100.73	13,390.02	10,564.74	4,064.91	15,000.00	15,000.00	15,000.00	-
01100100	41130	Salary - Elected Officials	57,000.00	57,000.00	57,000.00	28,500.00	57,000.00	57,000.00	57,000.00	-
01100100	41140	Overtime	586.64	1,181.22	1,760.52	1,244.64	5,500.00	4,000.00	4,000.00	-
Subtotal			\$ 1,516,825.06	\$ 1,309,442.09	\$ 1,372,337.92	\$ 699,200.14	\$ 1,406,000.00	\$ 1,419,400.00	\$ 1,419,400.00	\$ -
Contractual Services										
01100100	42210	Telephone	\$ 16,595.75	\$ 17,946.29	\$ 17,681.56	\$ 8,502.51	\$ 16,700.00	\$ 20,300.00	\$ 20,300.00	\$ -
01100100	42211	Natural Gas	1,875.01	640.12	-	-	1,500.00	-	-	-
01100100	42228	Investment Management	12,652.74	6,201.98	4,094.00	2,060.00	5,000.00	5,000.00	5,000.00	-
01100100	42230	Legal Services	150,792.62	81,783.15	56,892.28	17,225.15	80,000.00	55,000.00	57,000.00	-
01100100	42231	Audit Services	41,608.25	31,234.12	26,060.10	21,083.50	29,000.00	29,500.00	29,500.00	-
01100100	42234	Professional Services	21,167.37	24,415.51	38,756.62	21,611.70	66,000.00	63,500.00	63,500.00	-
01100100	42242	Publications	1,864.70	2,458.80	2,556.16	920.17	2,600.00	2,300.00	2,300.00	-
01100100	42243	Printing & Advertising	3,785.72	5,590.14	6,616.03	4,560.56	6,500.00	6,500.00	6,500.00	-
01100100	42245	Village Communications	12,216.17	12,247.57	11,219.38	440.26	16,000.00	16,000.00	16,000.00	-
01100100	42260	Physicals & Screenings	-	-	60.00	60.00	500.00	-	-	-
01100100	42272	Lease Payments	5,964.00	6,030.69	5,549.04	2,779.09	6,200.00	6,000.00	6,000.00	-
01100100	42305	Municipal Court	8,079.27	6,169.50	5,651.59	2,347.92	8,500.00	8,000.00	8,000.00	-
Subtotal			\$ 276,601.60	\$ 194,717.87	\$ 175,136.76	\$ 81,590.86	\$ 238,500.00	\$ 212,100.00	\$ 214,100.00	\$ -
Supplies & Materials										
01100100	43308	Office Supplies	\$ 5,959.31	\$ 5,932.74	\$ 6,294.51	\$ 3,576.01	\$ 8,500.00	\$ 8,000.00	\$ 8,000.00	\$ -
01100100	43317	Postage	7,872.55	7,585.01	6,996.76	5,882.17	10,000.00	10,000.00	10,000.00	-
01100100	43320	Tools, Equipment & Supplies	407.18	18.43	73.99	-	500.00	500.00	500.00	-
01100100	43332	Office Furniture & Equipment	10,074.71	18,510.48	1,100.00	64.31	-	2,500.00	2,500.00	-
01100100	43333	IT Equipment	-	-	12,014.57	4,710.00	8,000.00	22,900.00	22,900.00	-
01100100	43340	Fuel	689.54	462.54	586.40	372.67	500.00	600.00	600.00	-
Subtotal			\$ 25,003.29	\$ 32,509.20	\$ 27,066.23	\$ 14,605.16	\$ 27,500.00	\$ 44,500.00	\$ 44,500.00	\$ -
Maintenance										
01100100	44420	Vehicle Maintenance (S)	\$ 3,088.78	\$ 2,146.89	\$ 3,744.69	\$ 2,842.91	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
01100100	44423	Building Services (S)	139,438.98	132,175.17	116,497.28	58,524.75	150,000.00	144,000.00	144,000.00	-
01100100	44426	Office Equipment Maintenance	3,689.15	3,753.13	3,795.00	1,741.06	4,500.00	4,500.00	4,500.00	-
Subtotal			\$ 146,216.91	\$ 138,075.19	\$ 124,036.97	\$ 63,108.72	\$ 158,500.00	\$ 154,500.00	\$ 154,500.00	\$ -
Capital Expenditures										
01100100	45595	Land Acquisition	\$ 27,313.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01100100	45593	Capital Improvements	-	24,051.79	39,688.73	-	-	-	-	-
Subtotal			\$ 27,313.08	\$ 24,051.79	\$ 39,688.73	\$ -	\$ -	\$ -	\$ -	\$ -
Other Charges										
01101100	47701	Recreation Programs	\$ 104,453.70	\$ 116,456.64	\$ 125,748.67	\$ 60,334.55	\$ 250,000.00	\$ 251,000.00	\$ 251,000.00	\$ -
01100100	47740	Travel/Training/Dues	24,246.76	19,813.96	24,341.65	9,889.67	37,500.00	35,600.00	35,700.00	-
01100100	47741	Elected Officials - Expenses	416.03	573.29	1,086.07	475.13	500.00	750.00	1,000.00	-
01100100	47743	Environmental Programs	-	-	396.46	803.36	500.00	500.00	500.00	-
01100100	47745	President's Expenses	382.21	259.50	746.33	113.00	1,000.00	1,000.00	1,000.00	-
01100100	47750	Historic Commission	4,402.70	1,463.89	2,153.58	114.08	2,500.00	2,400.00	2,400.00	-
01100100	47760	Uniforms & Safety Items	-	-	856.55	-	2,000.00	1,500.00	1,500.00	-
01100100	47765	Sales Tax Rebate Expense	-	97,988.16	52,470.20	-	-	-	-	-
01100600	47790	Interest Expense	-	-	524.48	259.73	500.00	350.00	400.00	-
Subtotal			\$ 133,901.40	\$ 236,555.44	\$ 208,323.99	\$ 71,989.52	\$ 294,500.00	\$ 293,100.00	\$ 293,500.00	\$ -
General Services Administration Total			\$ 2,125,861.34	\$ 1,935,351.58	\$ 1,946,590.60	\$ 930,494.40	\$ 2,125,000.00	\$ 2,123,600.00	\$ 2,126,000.00	\$ -
(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.										

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2 YTD	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
Personnel										
01200200	41103	IMRF	\$ 62,579.45	\$ 52,791.11	\$ 54,765.61	\$ 27,785.53	\$ 63,000.00	\$ 56,000.00	\$ 56,000.00	\$ -
01200200	41104	FICA	378,574.04	357,630.72	365,013.31	187,787.38	392,000.00	383,000.00	383,000.00	-
01200200	41105	Unemployment Tax	5,452.70	5,839.48	6,124.06	427.72	6,500.00	6,500.00	6,500.00	-
01200200	41106	Health Insurance	631,224.48	610,211.71	615,982.70	310,511.56	645,000.00	656,000.00	643,000.00	-
01200200	41110	Salaries	570,207.26	471,049.65	492,380.53	249,302.18	530,000.00	483,000.00	483,000.00	-
01200200	41120	Salary-Sworn Officers	4,339,049.91	4,166,839.83	4,217,321.25	2,122,329.04	4,292,000.00	4,240,000.00	4,240,000.00	-
01200200	41122	Salary - Crossing Guards	17,203.13	10,992.27	16,509.38	5,565.63	17,500.00	17,500.00	17,500.00	-
01200200	41140	Overtime	247,939.63	198,248.62	208,480.53	131,236.49	250,000.00	250,000.00	250,000.00	-
01200200	41102	Pension Contribution Expense	1,179,000.00	1,240,000.00	1,837,000.00	1,879,240.54	1,900,000.00	1,990,000.00	1,990,000.00	-
Subtotal			\$ 7,431,230.60	\$ 7,113,603.39	\$ 7,813,577.37	\$ 4,914,186.07	\$ 8,096,000.00	\$ 8,082,000.00	\$ 8,069,000.00	\$ -
Contractual Services										
01200200	42210	Telephone	\$ 28,677.31	\$ 28,272.03	\$ 28,856.99	\$ 13,702.02	\$ 27,775.00	\$ 31,460.00	\$ 31,500.00	\$ -
01200200	42211	Natural Gas	2,001.26	617.32	-	-	2,000.00	1,000.00	1,000.00	-
01200200	42212	Electric	155.47	463.78	577.78	240.06	600.00	600.00	600.00	-
01200200	42215	Repeater Lines	113,547.58	75,469.83	58,110.81	22,079.35	53,000.00	53,000.00	53,000.00	-
01200201	42225	Bank Processing Fee	-	10.52	126.72	60.23	200.00	200.00	200.00	-
01200200	42230	Legal Services	85,070.53	77,606.19	111,885.85	33,849.51	81,500.00	85,000.00	85,000.00	-
01200200	42234	Professional Services	3,511.31	13,022.01	22,342.67	16,936.58	18,650.00	27,000.00	103,000.00	-
01200200	42242	Publications	1,793.24	986.94	1,699.42	-	1,350.00	1,350.00	1,400.00	-
01200200	42243	Printing & Advertising	1,910.47	2,881.78	2,875.06	229.12	5,500.00	4,000.00	4,000.00	-
01200200	42250	SEECOM	559,926.84	558,906.84	579,551.00	316,109.88	600,000.00	640,000.00	651,000.00	-
01200200	42260	Physical Exams	-	30.00	-	60.00	-	-	-	-
01200200	42270	Equipment Rental	5,452.77	6,755.54	6,840.42	1,365.70	7,225.00	14,065.00	14,100.00	-
01200201	42272	Lease Payments	1,854.00	3,817.73	4,272.00	2,136.00	4,200.00	4,200.00	4,200.00	-
01200200	42300	Traffic Light Enforcement	199,731.13	184,856.31	918.36	-	-	-	-	-
Subtotal			\$ 1,003,631.91	\$ 953,696.82	\$ 818,057.08	\$ 406,768.45	\$ 802,000.00	\$ 861,875.00	\$ 949,000.00	\$ -
Supplies & Materials										
01200200	43308	Office Supplies	\$ 10,255.56	\$ 9,037.17	\$ 9,868.41	\$ 1,813.87	\$ 10,500.00	\$ 10,000.00	\$ 10,000.00	\$ -
01200200	43309	Materials	23,567.14	31,407.02	26,011.78	12,236.06	32,000.00	41,900.00	41,900.00	-
01200200	43317	Postage	3,024.59	3,096.30	3,452.37	1,238.98	3,200.00	3,200.00	3,200.00	-
01200200	43320	Tools, Equipment & Supplies	4,298.46	34,874.39	12,524.36	805.78	12,800.00	23,600.00	23,600.00	-
01200200	43332	Office Furniture & Equipment	10,660.86	11,565.38	51,253.97	705.49	12,000.00	1,200.00	1,200.00	-
01200200	43333	IT Equipment	-	-	54,989.43	25,279.92	35,000.00	39,140.00	65,150.00	-
01200200	43340	Fuel	85,535.33	62,751.54	76,507.60	31,300.74	80,000.00	78,000.00	78,000.00	-
01200200	43364	D.A.R.E./Community Programs	1,332.18	8,349.50	6,492.93	397.22	8,500.00	10,000.00	10,000.00	-
Subtotal			\$ 138,674.12	\$ 161,081.30	\$ 241,100.85	\$ 73,778.06	\$ 194,000.00	\$ 207,040.00	\$ 233,050.00	\$ -
Maintenance										
01200200	44420	Vehicle Maintenance (S)	\$ 163,002.25	\$ 137,618.91	\$ 124,023.75	\$ 69,340.12	\$ 167,000.00	\$ 150,000.00	\$ 150,000.00	\$ -
01200200	44421	Equipment Maintenance (S)	12,540.14	12,538.74	17,836.14	9,190.18	16,000.00	15,200.00	15,200.00	-
01200200	44422	Radio Maintenance	1,265.00	3,227.72	2,868.94	356.25	5,000.00	2,000.00	2,000.00	-
01200200	44423	Building Services (S)	131,278.21	182,831.07	161,210.87	67,455.29	172,000.00	173,000.00	173,000.00	-
01200200	44426	Office Equipment Maintenance	7,493.01	9,535.00	8,316.71	6,418.00	10,300.00	8,650.00	8,650.00	-
Subtotal			\$ 315,578.61	\$ 345,751.44	\$ 314,256.41	\$ 152,759.84	\$ 370,300.00	\$ 348,850.00	\$ 348,850.00	\$ -
Capital Expenditures										
01200200	43335	Vehicles & Equipment	\$ 137,950.20	\$ 206,256.45	\$ -	\$ 92,076.44	\$ 79,300.00	\$ 117,900.00	\$ 176,000.00	\$ -
01200200	45590	Capital Purchase	-	-	201,212.21	-	-	-	43,900.00	-
01200200	45593	Capital Improvements	-	41,896.67	66,147.88	-	-	-	-	-
01200200	45597	Capital Lease Payments	19,757.11	20,825.25	21,951.13	11,416.66	23,200.00	6,000.00	6,000.00	-
Subtotal			\$ 157,707.31	\$ 268,978.37	\$ 289,311.22	\$ 103,493.10	\$ 102,500.00	\$ 123,900.00	\$ 225,900.00	\$ -
Other Charges										
01200200	47720	Board of Police Commissioners	\$ 9,893.50	\$ 1,246.73	\$ 5,711.89	\$ 3,386.53	\$ 2,200.00	\$ 2,175.00	\$ 2,200.00	\$ -
01200200	47730	Emergency Service Disaster	7,553.78	7,112.16	7,111.05	3,497.64	8,000.00	8,400.00	8,400.00	-
01200200	47740	Travel/Training/Dues	24,261.56	28,741.29	30,481.39	14,180.28	40,000.00	41,500.00	41,500.00	-
01200200	47760	Uniforms & Safety Items	45,308.48	46,467.14	53,812.61	17,124.45	52,300.00	56,000.00	56,000.00	-
01200200	47770	Investigations	754.88	684.11	1,313.83	-	2,000.00	2,000.00	2,000.00	-
01200600	47790	Interest Expense	4,362.89	3,294.75	2,168.87	643.34	2,600.00	600.00	600.00	-
Subtotal			\$ 92,135.09	\$ 87,546.18	\$ 100,599.64	\$ 38,832.24	\$ 107,100.00	\$ 110,675.00	\$ 110,700.00	\$ -
Police Total			\$ 9,138,957.64	\$ 8,930,657.50	\$ 9,576,902.57	\$ 5,689,817.76	\$ 9,671,900.00	\$ 9,734,340.00	\$ 9,936,500.00	\$ -

(S) Indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

Community Development Department

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2 YTD	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
Personnel										
01300100	41103	IMRF	\$ 100,800.57	\$ 104,002.03	\$ 104,241.42	\$ 52,003.70	\$ 108,000.00	\$ 89,000.00	\$ 89,000.00	\$ -
01300100	41104	FICA	67,487.29	68,678.22	69,316.14	34,926.53	71,000.00	61,000.00	61,000.00	-
01300100	41105	Unemployment Tax	1,171.76	1,321.92	1,211.76	58.00	1,500.00	1,200.00	1,300.00	-
01300100	41106	Health Insurance	112,251.30	106,598.96	105,124.01	49,552.45	108,000.00	86,500.00	92,500.00	-
01300100	41110	Salaries	899,000.15	917,160.34	923,425.63	463,938.18	918,000.00	775,000.00	775,000.00	-
01300100	41132	Salary - Planning/Zoning	1,510.00	1,290.00	895.00	995.00	2,000.00	2,000.00	2,000.00	-
01300100	41140	Overtime	11.67	822.37	3,640.89	2,127.18	3,000.00	3,000.00	3,000.00	-
Subtotal			\$ 1,182,232.74	\$ 1,199,873.84	\$ 1,207,854.85	\$ 603,601.04	\$ 1,211,500.00	\$ 1,017,700.00	\$ 1,023,800.00	\$ -
Contractual Services										
01300100	42210	Telephone	\$ 10,112.02	\$ 10,795.17	\$ 11,767.48	\$ 6,593.97	\$ 10,400.00	\$ 14,310.00	\$ 14,400.00	\$ -
01300100	42211	Natural Gas	569.67	175.73	-	-	1,000.00	-	-	-
01300100	42230	Legal Services	(66,804.13)	(6,253.45)	11,788.75	1,765.00	20,000.00	20,000.00	20,000.00	-
01300100	42234	Professional Services	34,216.04	66,747.17	40,802.85	13,884.19	110,000.00	46,590.00	96,600.00	-
01300100	42242	Publications	1,818.17	207.05	163.75	-	1,200.00	1,200.00	1,200.00	-
01300100	42243	Printing & Advertising	2,343.46	1,147.91	1,470.83	471.98	1,000.00	1,000.00	1,000.00	-
01300100	42260	Physicals & Screenings	-	-	-	60.00	-	-	-	-
01300100	42272	Lease Payments	1,533.53	2,129.42	2,240.39	1,162.26	2,400.00	2,400.00	2,400.00	-
Subtotal			\$ (16,211.24)	\$ 74,949.00	\$ 68,234.05	\$ 23,937.40	\$ 146,000.00	\$ 85,500.00	\$ 135,600.00	\$ -
Supplies & Materials										
01300100	43308	Office Supplies	\$ 2,303.36	\$ 2,203.19	\$ 1,878.10	\$ 1,003.43	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ -
01300100	43317	Postage	2,130.54	1,819.27	1,585.57	692.98	1,500.00	1,500.00	1,500.00	-
01300100	43320	Tools, Equipment & Supplies	212.71	55.04	271.04	-	300.00	300.00	300.00	-
01300100	43332	Office Furniture & Equipment	6,999.05	4,827.98	2,936.87	-	-	-	-	-
01300100	43333	IT Equipment	-	-	7,717.63	-	2,900.00	9,000.00	9,000.00	-
01300100	43340	Fuel	10,010.19	7,496.55	7,694.37	3,102.89	8,000.00	8,000.00	8,000.00	-
01300100	43362	Public Art	16,930.95	5,742.96	6,397.12	7,928.25	5,000.00	6,000.00	6,000.00	-
Subtotal			\$ 38,586.80	\$ 22,144.99	\$ 28,480.70	\$ 12,727.55	\$ 21,000.00	\$ 28,100.00	\$ 28,100.00	\$ -
Maintenance										
01300100	44420	Vehicle Maintenance (S)	\$ 18,565.77	\$ 17,488.75	\$ 21,664.22	\$ 8,574.78	\$ 19,000.00	\$ 21,000.00	\$ 21,000.00	\$ -
01300100	44423	Building Services (S)	23,064.88	36,114.43	28,684.08	15,018.50	35,000.00	34,200.00	34,200.00	-
01300100	44426	Office Equipment Maintenance	700.00	2,345.57	2,675.65	1,334.75	3,000.00	3,400.00	3,400.00	-
Subtotal			\$ 42,330.65	\$ 55,948.75	\$ 53,023.95	\$ 24,928.03	\$ 57,000.00	\$ 58,600.00	\$ 58,600.00	\$ -
Capital Expenditure										
01300100	43335	Vehicles & Equipment	\$ -	\$ -	\$ 17,187.11	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -
01300100	45593	Capital Improvements	-	11,637.96	26,459.14	-	-	-	-	-
Subtotal			\$ -	\$ 11,637.96	\$ 43,646.25	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -
Other Charges										
01300100	47710	Economic Development	\$ (11,179.20)	\$ 1,009.25	\$ 1,375.85	\$ 339.41	\$ 52,430.00	\$ 4,000.00	\$ 4,000.00	\$ -
01300100	47740	Travel/Training/Dues	9,540.78	10,199.05	11,187.14	2,797.49	7,260.00	11,590.00	11,600.00	-
01300100	47760	Uniforms & Safety Items	1,022.00	166.62	263.72	-	600.00	700.00	700.00	-
01300600	47790	Interest Expense	301.58	317.39	206.46	61.17	210.00	10.00	100.00	-
Subtotal			\$ (314.84)	\$ 11,692.31	\$ 13,033.17	\$ 3,198.07	\$ 60,500.00	\$ 16,300.00	\$ 16,400.00	\$ -
Community Development Total			\$ 1,246,624.11	\$ 1,376,246.85	\$ 1,414,272.97	\$ 668,392.09	\$ 1,496,000.00	\$ 1,206,200.00	\$ 1,282,500.00	\$ -
(S) indicates those line items that reimburse the Internal Service Funds.										

Public Works Administration

Expenditures

		FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2 YTD	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
Personnel									
01400300 41103	IMRF	\$ 46,637.96	\$ 28,610.99	\$ 23,695.31	\$ 12,122.58	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ -
01400300 41104	FICA	30,314.93	18,067.22	14,822.40	8,028.65	18,000.00	17,500.00	17,500.00	-
01400300 41105	Unemployment Tax	474.22	275.36	220.36	-	300.00	300.00	300.00	-
01400300 41106	Health Insurance	48,772.40	29,323.65	19,063.86	9,284.14	18,000.00	22,000.00	22,000.00	-
01400300 41110	Salaries	409,475.77	250,706.01	208,841.80	106,415.03	215,000.00	221,000.00	221,000.00	-
01400300 41140	Overtime	3,989.96	-	-	-	400.00	400.00	400.00	-
Subtotal		\$ 539,665.24	\$ 326,983.23	\$ 266,643.73	\$ 135,850.40	\$ 277,700.00	\$ 287,200.00	\$ 287,200.00	\$ -
Contractual Services									
01400300 42210	Telephone	\$ 7,122.09	\$ 7,021.90	\$ 6,415.26	\$ 2,759.79	\$ 6,150.00	\$ 6,187.14	\$ 6,300.00	\$ -
01400300 42211	Natural Gas	992.31	258.58	-	-	500.00	-	-	-
01400300 42230	Legal Services	7,017.92	3,176.25	13,868.75	2,318.75	6,000.00	5,000.00	5,000.00	-
01400300 42234	Professional Services	846.00	4,200.00	5,869.34	-	-	-	-	-
01400300 42242	Publications	266.20	499.65	297.40	297.40	400.00	410.00	400.00	-
01400300 42243	Printing & Advertising	24.30	86.86	13.95	-	50.00	50.00	50.00	-
01400300 42260	Physicals & Screenings	-	30.00	-	-	300.00	300.00	300.00	-
01400300 42270	Equipment Rental	84.37	210.11	349.27	87.83	500.00	700.00	700.00	-
01400300 42272	Lease Payments	1,533.52	2,129.41	2,240.34	1,162.23	2,400.00	620.00	650.00	-
Subtotal		\$ 17,886.71	\$ 17,612.76	\$ 29,054.31	\$ 6,626.00	\$ 16,300.00	\$ 13,267.14	\$ 13,400.00	\$ -
Supplies & Materials									
01400300 43308	Office Supplies	\$ 1,622.68	\$ 1,460.98	\$ 1,501.84	\$ 531.04	\$ 1,300.00	\$ 1,320.00	\$ 1,300.00	\$ -
01400300 43317	Postage	692.67	1,036.74	1,121.65	420.17	800.00	800.00	800.00	-
01400300 43320	Tools, Equipment & Supplies	67.78	861.41	4,533.35	39.40	200.00	200.00	200.00	-
01400300 43332	Office Furniture & Equipment	1,700.00	19,276.13	-	-	-	-	1,100.00	-
01400300 43333	IT Equipment	-	-	9,500.00	5,500.00	12,900.00	8,301.00	7,200.00	-
01400300 43340	Fuel	2,728.18	869.36	1,345.56	515.84	2,500.00	1,900.00	1,900.00	-
Subtotal		\$ 6,811.31	\$ 23,504.62	\$ 18,002.40	\$ 7,006.45	\$ 17,700.00	\$ 12,521.00	\$ 12,500.00	\$ -
Maintenance									
01400300 44420	Vehicle Maintenance (S)	\$ 12,686.29	\$ 9,313.12	\$ 7,530.04	\$ 3,121.76	\$ 12,000.00	\$ 11,000.00	\$ 11,000.00	\$ -
01400300 44423	Building Services (S)	32,456.02	48,772.66	49,571.68	24,547.66	41,000.00	46,000.00	46,000.00	-
01400300 44426	Office Equipment Maintenance	335.03	175.00	221.35	138.61	2,600.00	430.00	500.00	-
Subtotal		\$ 45,477.34	\$ 58,260.78	\$ 57,323.07	\$ 27,808.03	\$ 55,600.00	\$ 57,430.00	\$ 57,500.00	\$ -
Capital Expenditures									
01400300 43335	Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,000.00	\$ -
01400300 45590	Capital Purchase	17,999.92	900.00	-	-	-	-	-	-
Subtotal		\$ 17,999.92	\$ 900.00	\$ -	\$ -	\$ -	\$ -	\$ 38,000.00	\$ -
Transfers									
01400500 48099	Transfer/Debt Service Fund	\$ 596,147.00	\$ 599,829.00	\$ 610,000.00	\$ 625,000.00	\$ 625,000.00	\$ 622,000.00	\$ 622,000.00	
Subtotal		\$ 596,147.00	\$ 599,829.00	\$ 610,000.00	\$ 625,000.00	\$ 625,000.00	\$ 622,000.00	\$ 622,000.00	\$ -
Other Charges									
01400300 47740	Travel, Training & Dues	\$ 8,397.94	\$ 19,933.75	\$ 6,487.60	\$ 8,763.87	\$ 8,100.00	\$ 6,850.00	\$ 6,850.00	\$ -
01400300 47760	Uniforms & Safety Items	1,459.16	484.40	356.00	-	500.00	500.00	500.00	-
01400600 47790	Interest Expense	301.57	317.38	206.41	61.14	100.00	10.00	50.00	-
Subtotal		\$ 10,158.67	\$ 20,735.53	\$ 7,050.01	\$ 8,825.01	\$ 8,700.00	\$ 7,360.00	\$ 7,400.00	\$ -
Public Works Administration Total		\$ 1,234,146.19	\$ 1,047,825.92	\$ 988,073.52	\$ 811,115.89	\$ 1,001,000.00	\$ 999,778.14	\$ 1,038,000.00	\$ -

(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

Public Works - General Services Division

Expenditures

			FY 14/15 Actual ¹	FY 15/16 Actual ¹	FY 16/17 Actual	FY 17/18 Q2 YTD	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
Personnel										
01500300	41103	IMRF	\$ 194,081.09	\$ 180,919.78	\$ 184,025.55	\$ 83,851.98	\$ 189,000.00	\$ 176,000.00	\$ 176,000.00	\$ -
01500300	41104	FICA	131,684.57	122,333.04	125,601.33	59,616.42	127,000.00	123,000.00	123,000.00	-
01500300	41105	Unemployment Tax	2,751.81	3,003.88	3,097.63	414.67	3,200.00	3,000.00	3,000.00	-
01500300	41106	Health Insurance	302,605.95	296,392.24	285,543.61	128,723.97	289,000.00	273,000.00	273,000.00	-
01500300	41110	Salaries	1,679,593.95	1,583,688.81	1,618,555.28	766,886.18	1,590,000.00	1,521,000.00	1,521,000.00	-
01500300	41140	Overtime	88,082.27	60,134.71	67,811.99	32,868.94	65,000.00	65,000.00	65,000.00	-
Subtotal			\$ 2,398,799.64	\$ 2,246,472.46	\$ 2,284,635.39	\$ 1,072,362.16	\$ 2,263,200.00	\$ 2,161,000.00	\$ 2,161,000.00	\$ -
Contractual Services										
01500300	42210	Telephone	\$ 16,110.17	\$ 15,812.21	\$ 20,861.71	\$ 8,550.88	\$ 20,400.00	\$ 20,997.14	\$ 21,300.00	\$ -
01500300	42211	Natural Gas	3,344.19	891.54	-	-	1,850.00	1,060.00	1,000.00	-
01500300	42212	Electric	443,822.46	379,477.54	414,585.99	70,160.59	375,200.00	375,000.00	375,000.00	-
01500300	42230	Legal Services	562.08	-	2,332.00	43.75	2,000.00	1,500.00	1,500.00	-
01500300	42232	Engineering Services	1,736.62	7,144.75	1,404.00	3,433.45	3,600.00	3,600.00	3,600.00	-
01500300	42234	Professional Services	75,069.48	206,128.20	208,543.01	240,201.87	274,350.00	374,775.00	374,800.00	-
01500300	42243	Printing & Advertising	309.71	670.52	436.52	-	1,300.00	60.00	100.00	-
01500300	42253	Community Events	1,423.00	1,050.00	581.03	-	1,500.00	1,500.00	1,500.00	-
01500300	42260	Physicals & Screenings	-	1,110.00	877.50	360.00	1,800.00	1,500.00	1,500.00	-
01500300	42264	Snow Removal	1,083.00	7,399.24	1,833.47	-	2,000.00	1,700.00	1,700.00	-
01500300	42270	Equipment Rental	5,663.42	1,845.74	2,142.39	8,108.16	19,000.00	26,000.00	26,000.00	-
Subtotal			\$ 549,124.13	\$ 621,529.74	\$ 653,597.62	\$ 330,858.70	\$ 703,000.00	\$ 807,692.14	\$ 808,000.00	\$ -
Supplies & Materials										
01500300	43308	Office Supplies	\$ 729.27	\$ 406.31	\$ 452.34	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
01500300	43309	Materials	51,858.38	44,117.21	51,275.55	37,786.20	47,750.00	20,550.00	20,550.00	-
01500300	43317	Postage	51.19	94.32	-	-	100.00	100.00	100.00	-
01500300	43320	Tools, Equipment & Supplies	20,751.57	37,355.85	30,846.94	10,002.25	27,600.00	43,250.00	43,250.00	-
01500300	43332	Office Furniture & Equipment	6,497.03	29,641.53	-	-	-	-	-	-
01500300	43333	IT Equipment	-	-	27,148.99	10,656.11	14,300.00	16,382.00	16,400.00	-
01500300	43340	Fuel	93,298.95	62,088.08	59,329.39	35,099.39	68,000.00	66,000.00	66,000.00	-
01500300	43360	Park Upgrades	-	29,010.18	102,377.59	4,634.36	90,250.00	1,200.00	1,200.00	-
01500300	43366	Sign Program	8,564.31	14,846.85	18,095.02	13,259.20	24,500.00	25,000.00	25,000.00	-
01500300	43370	Infrastructure Maintenance	-	-	63,303.17	-	-	-	-	-
Subtotal			\$ 181,750.70	\$ 217,560.33	\$ 352,828.99	\$ 111,437.51	\$ 273,000.00	\$ 172,982.00	\$ 173,000.00	\$ -
Maintenance										
01500300	44402	Tree Planting	\$ 4,424.21	\$ 77,429.72	\$ 24,112.14	\$ 14,920.67	\$ 54,300.00	\$ 28,665.00	\$ 20,650.00	\$ -
01500300	44403	Tree Trimming/Removal	-	-	-	-	-	-	-	-
01500300	44420	Vehicle Maintenance (S)	278,962.04	215,277.57	210,095.94	138,492.90	287,000.00	256,000.00	256,000.00	-
01500300	44421	Equipment Maintenance (S)	243,996.29	252,142.85	255,345.10	42,387.24	269,000.00	260,000.00	260,000.00	-
01500300	44423	Building Maintenance (S)	108,286.69	166,180.97	172,956.22	92,014.96	180,500.00	175,000.00	175,000.00	-
01500300	44425	Open Space Maintenance	13,920.00	14,900.00	14,900.00	-	-	-	-	-
01500300	44426	Office Equipment Maintenance	1,007.20	699.99	742.52	623.31	1,500.00	1,589.00	1,600.00	-
01500300	44427	Curb & Sidewalk Program	3,219.18	11,729.55	5,232.30	89.02	3,200.00	4,200.00	4,200.00	-
01500300	44428	Street Maintenance	-	21,781.10	28,230.78	19,999.82	40,000.00	15,000.00	15,000.00	-
01500300	44429	Street Light Maintenance	1,679.97	5,506.62	13,096.56	650.72	12,000.00	12,000.00	12,000.00	-
01500300	44430	Traffic Signal Maintenance	21,153.43	23,671.58	19,035.00	5,212.59	25,500.00	25,500.00	25,500.00	-
01500300	44431	Storm Sewer Maintenance	-	8,798.15	4,727.91	2,029.76	11,700.00	11,700.00	11,700.00	-
Subtotal			\$ 676,649.01	\$ 798,118.10	\$ 748,474.47	\$ 316,420.99	\$ 884,700.00	\$ 789,654.00	\$ 781,650.00	\$ -

Public Works - General Services Division

Expenditures

Capital Expenditures											
01500300	43335	Vehicles & Equipment	\$ 86,592.00	\$ 31,240.33	\$ 26,738.80	\$ 15,500.00	\$ 42,500.00	\$ -	\$ 102,000.00	\$ -	
01500300	45590	Capital Purchase	152,913.00	251,017.34	244,502.70	-	180,000.00	-	57,000.00	-	
Subtotal			\$ 239,505.00	\$ 282,257.67	\$ 271,241.50	\$ 15,500.00	\$ 222,500.00	\$ -	\$ 159,000.00	\$ -	
Transfers											
01500500	48005	Transfer to Pool	\$ 82,900.00	\$ 87,486.88	\$ 88,628.70	\$ 65,617.42	\$ 145,000.00	\$ 100,000.00	\$ 147,000.00		
Subtotal			\$ 82,900.00	\$ 87,486.88	\$ 88,628.70	\$ 65,617.42	\$ 145,000.00	\$ 100,000.00	\$ 147,000.00	\$ -	
Other Charges											
01500300	47740	Travel/Training/Dues	\$ 11,681.86	\$ 16,004.53	\$ 16,082.64	\$ 8,353.34	\$ 21,100.00	\$ 19,620.00	\$ 19,650.00	\$ -	
01500300	47760	Uniforms & Safety Items	14,450.53	14,485.21	15,162.98	7,364.43	19,500.00	17,700.00	17,700.00	-	
Subtotal			\$ 26,132.39	\$ 30,489.74	\$ 31,245.62	\$ 15,717.77	\$ 40,600.00	\$ 37,320.00	\$ 37,350.00	\$ -	
General Services Total			\$ 4,154,860.87	\$ 4,283,914.92	\$ 4,430,652.29	\$ 1,927,914.55	\$ 4,532,000.00	\$ 4,068,648.14	\$ 4,267,000.00	\$ -	
(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.											
1 - The first year of operation for the General Services Division in FY 15/16, which merged the Streets Division and Parks & Forestry Division. Historical values are shown for illustrative purposes.											

Multidepartmental

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
01900100	42234	Professional Services	\$ 3,805.40	\$ 8,800.00	\$ 15,237.50	\$ 3,192.00	\$ 12,800.00	\$ 15,150.00	\$ 15,400.00	\$ -
01900100	42236	Insurance	500,801.37	479,809.58	476,748.57	487,466.46	513,000.00	516,000.00	516,000.00	-
01900100	43333	Computer Network	168,597.56	178,903.65	255,899.36	145,872.40	250,200.00	244,119.60	218,600.00	-
01900100	45590	Capital Purchase	95,622.15	14,418.83	40,278.22	-	-	-	-	-
01900300	45593	Capital Improvement	-	143,490.00	126,094.00	-	-	-	-	-
01900100	47740	Travel, Training, & Dues	4,347.56	7,551.78	20,706.56	2,177.90	20,000.00	22,000.00	22,000.00	-
01900500	48004	Transfer to Street Imp. Fund	-	-	1,000,000.00	-	-	-	600,000.00	-
01900500	48006	Transfer to Park Imp. Fund	-	-	-	-	-	-	400,000.00	-
Multidepartmental Total			\$ 773,174.04	\$ 832,973.84	\$ 1,934,964.21	\$ 638,708.76	\$ 796,000.00	\$ 797,269.60	\$ 1,772,000.00	\$ -
¹ - Includes funding for EAP program and for Hepatitis & Flu Shots. The remaining amounts are budgeted in Fund 07.										



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

– M E M O R A N D U M –

DATE: March 1, 2018

TO: Committee of the Whole

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: *FY 18/19 Budget: Other Funds*

Attached are the proposed budgets for the following funds which will complete the Fiscal Year 2018-2019 Budget review:

- Development Fund
- Village Construction Fund
- Downtown TIF Fund
- Police Pension Fund
- Special Service Area #1 Fund (Riverside Plaza)
- Debt Fund

DEVELOPMENT FUND

This fund accommodates line items for the Hotel Tax and Cul de Sac categories which are described below:

Hotel Tax revenues result from taxes on hotel room billings pursuant to the municipal ordinance. The budget for revenues includes hotel tax receipts of \$48,000 and investment income of \$1,000. Budgeted expenditures are \$48,000 including \$13,000 for regional marketing and a transfer to the General Fund of \$35,000.

Cul-De-Sac revenues of \$3,500 are interest only due to the lack of new subdivision development in the village. Expenditures of \$30,000 are for contract snow plowing in certain cul-de-sacs. The increased level of expense reflects a continued level of service that includes an additional pass by the contractor during the snow event as well as after snow has ceased. Due to the imbalance of revenues and expenditures (sluggish development rate and increased level of service), this fund cannot be sustained over the long-term and service delivery will require a different source of revenue (new or existing).

Pursuant to comments made by our Village auditing firm, school donation impact fees from development are held in a fiduciary capacity by the Village. Therefore, these items will no longer be presented as a revenue/expense in the budget, only shown on our balance sheet.

Further, in FY 16/17, the entire balance of the Community Development Assistance Program was transferred to the Street Improvement Fund and no further activity with this program is expected.

VILLAGE CONSTRUCTION

The Village Construction Fund is used to account for construction costs of municipal buildings other than those used in the waterworks and wastewater utility. Due to some modest residential development activity, \$12,000 of donations are budgeted for Municipal Facility Fees. Additional revenues include interest income of \$250. There are no proposed expenses in FY 18/19.

DOWNTOWN TIF FUND

The Village approved a tax increment financing (TIF) district in fall of 2014 for the downtown Algonquin area. The Downtown TIF Fund accounts for the revenues and expenditures related to this redevelopment project area. Revenues are budgeted conservatively and include real estate tax receipts of \$400,900 and interest income of \$100. Proposed expenditures are budgeted at \$401,000.

Detailed expenditures for redevelopment activities are reflected in the appropriate fund that is advancing the funding. A year-end journal entry is performed to present these expenses in the Downtown TIF Fund.

POLICE PENSION

Budgeted revenues for the Police Pension Fund total \$4,267,500 including employee contributions of \$427,500, investment income of \$1,850,000 and employer contributions of \$1,990,000 as recommended by an independent actuarial valuation.

Expenditures for retiree benefits/employee contribution refunds are \$1,315,000 and administration expenses of \$141,500 for total expenditures of \$1,456,500. Currently, there are four (4) annuitants on disability and fourteen (14) on retirement.

SPECIAL SERVICE AREA #1 FUND

Pursuant to Ordinance 2012-O-38, the owner of Riverside Plaza agreed to reimburse the Village for Streetscape Construction Special Services provided adjacent to the property located at 1 N. Main St. Special Service Area (SSA) #1 was established by Ordinance 2013-O-10 and provides that the Village may levy an amount not to exceed \$70,000 annually from the date of the establishment of the SSA, for five consecutive or more years until the Village is fully reimbursed \$350,000.

Revenues are budgeted at \$11,000 for the amount levied by the Village in 2017. There are no proposed expenditures for FY 18/19.

DEBT FUND

The Village has two (2) remaining bond series that require debt service. One of those bonds is related to the Water and Sewer Utility as follows:

- Series 2013 refunded Series 2005A which partially financed the Phase 6 expansion of the Sewer Treatment Plant. This Bond Series will be retired in 2025. Debt service for that bond will be retired using the Water & Sewer Operating Fund budget.

The remaining bonds pertain to construction of the Public Works Facility as follows:

- Series 2014A refinanced Series 2005B which was an advance refunding of Series 2002B which also partially funded the construction and equipping of the Public Works Facility. Series 2014A will be retired in 2020.

The debt service on the Public Works facilities is the only debt service expense addressed here.

DEBT SERVICE

The Debt Service Fund is used for the payment of principal and interest related to the 2014A bond issue.

The budgeted revenues of \$632,000 include a transfer of \$625,000 from the General Fund and investment income of \$10,000. Debt service expenditures include \$600,000 for reduction of principal, \$30,400 for payment of interest, and \$2,000 for bond fees or total expenditures of \$632,400.

Development Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Budget	FY 17/18 Q2	FY 18/19 Budget
Taxes								
16000500	31496	Hotel Tax Receipts	\$ 46,416.07	\$ 45,508.62	\$ 46,004.80	\$ 50,000.00	\$ 28,767.66	\$ 48,000.00
Subtotal			\$ 46,416.07	\$ 45,508.62	\$ 46,004.80	\$ 50,000.00	\$ 28,767.66	\$ 48,000.00
Donations and Grants								
16000100	33142	Donations - District 300	\$ -	\$ 23,440.00	\$ (5,860.00)	\$ -	\$ -	\$ -
16000100	33143	Donations - District 158	116,184.00	105,879.00	(28,701.00)	-	-	-
Subtotal			\$ 116,184.00	\$ 129,319.00	\$ (34,561.00)	\$ -	\$ -	
Charges for Services								
16000300	34106	Cul de Sac Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal			\$ -	\$ -	\$ -	\$ -	\$ -	
Investment Income								
16000500	36005	Interest - CDAP Block Grant	\$ 119.84	\$ 120.08	\$ 58.99	\$ -	\$ -	
16000500	36010	Interest - School Donation - 300	31.91	27.30	(3.71)	-	-	
16000500	36011	Interest - School Donation - 158	62.84	90.56	(24.68)	-	-	
16000500	36015	Interest - Cul de Sac	1,636.48	1,315.56	3,073.56	2,200.00	2,889.87	3,500.00
16000500	36016	Interest - Hotel Tax	573.99	452.80	925.13	800.00	841.63	1,000.00
Subtotal			\$ 3,476.26	\$ 2,425.06	\$ 4,029.29	\$ 3,000.00	\$ 3,731.50	\$ 4,500.00
Development Fund Total			\$ 166,076.33	\$ 177,252.68	\$ 15,473.09	\$ 53,000.00	\$ 32,499.16	\$ 52,500.00

Development Fund

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
School Donation										
16180100	47761	School Impact Fees	\$ -	\$ 304,276.65	\$ -	\$ -	\$ -	\$ -		
Subtotal			\$ -	\$ 304,276.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cul de Sac										
16230300	42264	Snow Removal	\$ 32,950.00	\$ 24,251.09	\$ 23,315.00	\$ -	\$ 40,000.00	\$ 30,000.00	\$ 30,000.00	
Subtotal			\$ 32,950.00	\$ 24,251.09	\$ 23,315.00	\$ -	\$ 40,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
Hotel Tax										
16260100	42252	Regional/Marketing	\$ 11,476.67	\$ 11,916.54	\$ 12,711.57	\$ 12,347.57	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	
16260500	48001	Transfer to General Fund	45,000.00	35,000.00	35,000.00	-	35,000.00	35,000.00	35,000.00	
16230500	48004	Transfer to Street Improvement	-	-	299,800.58	-	-	-	-	
Subtotal			\$ 56,476.67	\$ 46,916.54	\$ 347,512.15	\$ 12,347.57	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ -
Special Revenue Fund Total			\$ 89,426.67	\$ 375,444.28	\$ 370,827.15	\$ 12,347.57	\$ 88,000.00	\$ 78,000.00	\$ 78,000.00	\$ -

Village Construction Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Budget
24000500	36001	Interest	\$ 4,843.14	\$ 27.46	\$ 24.30	\$ 12.95	\$ 25.00	\$ 25.00
24000500	36020	Interest - Investment Pools	56.82	47.65	118.70	114.55	75.00	225.00
24000100	33050	Donations - Capital - Gen. Gov.	109,528.75	6,400.00	11,000.00	7,600.00	8,000.00	12,000.00
Village Construction Fund Total			\$ 114,428.71	\$ 6,475.11	\$ 11,143.00	\$ 7,727.50	\$ 8,100.00	\$ 12,250.00

Village Construction Fund

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
24900100	43335	Vehicles & Equipment	\$ -	\$ 14,772.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Village Construction Fund Total			\$ -	\$ 14,772.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Note: Restricted reserves are used for budgeted expenditures.										

Downtown TIF Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Budget	FY 17/18 Q2	FY 18/19 Budget
32000100	33050	Donations-Capital-General Govt.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32000500	31565	Real Estate Tax Downtown TIF	-	17,514.64	145,280.62	160,000.00	377,391.25	400,900.00
32000500	36001	Interest	-	4.61	40.83	25.00	74.44	100.00
32000500	38001	Transfer From General Fund	-	-	-	-	-	-
Downtown TIF Fund Total			\$ -	\$ 17,519.25	\$ 145,321.45	\$ 160,025.00	\$ 377,465.69	\$ 401,000.00

Downtown TIF Fund

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
32900100	42230	Legal Services	\$ 83,904.13	\$ 13,472.20	\$ 777.57	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	
32900100	42232	Engineering/Design Services	-	207,410.50	952,190.36	-	60,000.00	100,000.00	100,000.00	
32900100	42234	Professional Services	64,519.06	-	-	-	-	-	-	
32900100	43317	Postage	-	23.07	-	-	-	-	-	
32900100	43370	Infrastructure Maintenance	-	20,909.33	-	-	-	-	-	
32900100	45595	Land Acquisition	131,043.44	325,637.16	29,200.00	-	-	-	-	
32900100	45593	Capital Improvements	-	-	-	-	100,000.00	300,000.00	300,000.00	
32900100	47710	Economic Development	-	5,550.00	262.50	-	-	-	-	
32900100	48001	Transfer to General Fund	-	-	-	-	-	-	-	
Downtown TIF Fund Total			\$ 279,466.63	\$ 573,002.26	\$ 982,430.43	\$ -	\$ 160,000.00	\$ 401,000.00	\$ 401,000.00	\$ -

Police Pension Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Budget
53	37010	Employee Contributions	\$ 415,618.04	\$ 402,736.84	\$ 412,245.04	\$ 168,094.81	\$ 421,000.00	\$ 427,500.00
53	36000	Investment Income Total	1,204,124.54	14,004.54	2,195,863.55	1,220,359.95	1,503,000.00	1,850,000.00
53	37020	Employer Contributions	1,179,000.00	1,240,000.00	1,837,000.00	1,798,342.32	1,900,000.00	1,990,000.00
53	37030	Prior Year Contributions	-	23,147.25	9,070.55	3,942.61	9,650.00	-
53	37031	Other Member Revenue	-	23,119.92	-	-	-	-
53	37032	Interest from Members	-	1,573.81	2,400.73	837.09	1,850.00	-
53	37900	Other Revenue	628.50	248.23	100.22	86.17	-	-
Police Pension Fund Total			\$ 2,799,371.08	\$ 1,704,830.59	\$ 4,456,680.09	\$ 3,191,662.95	\$ 3,835,500.00	\$ 4,267,500.00

Police Pension Fund

Expenses

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
53900000	41195	Benefits & Refunds	\$ 539,304.68	\$ 903,832.35	\$ 971,371.31	\$ 515,128.36	\$ 1,170,000.00	\$ 1,315,000.00	\$ 1,315,000.00	
53900000	42200	Administration	107,249.79	110,678.15	134,129.89	53,549.77	137,500.00	141,500.00	141,500.00	
Police Pension Fund Total			\$ 646,554.47	\$ 1,014,510.50	\$ 1,105,501.20	\$ 568,678.13	\$ 1,307,500.00	\$ 1,456,500.00	\$ 1,456,500.00	\$ -

Special Service Area #1 Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Budget	FY 17/18 Q2	FY 18/19 Budget
60000500	31566	Real Estate Tax - SSA	\$ -	\$ -	\$ 17,000.25	\$ 70,000.00	\$ 11,500.00	\$ 11,000.00
60000100	36001	Interest	-	-	3.27	-	4.73	-
Special Service Area #1 Fund Total			\$ -	\$ -	\$ 17,003.52	\$ 70,000.00	\$ 11,504.73	\$ 11,000.00

Special Service Area #1 Fund

Expenditures

[illegible]

Debt Service Fund

Revenues

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Budget	FY 17/18 Q2	FY 18/19 Budget
99000500	36001	Interest	\$ 3,266.36	\$ 3,215.69	\$ 5,886.59	\$ 3,500.00	\$ 5,866.14	\$ 10,000.00
99000500	38001	Transfer From General Fund	596,147.00	599,829.00	610,000.00	625,000.00	625,000.00	622,000.00
Debt Service Fund Total			\$ 599,413.36	\$ 603,044.69	\$ 615,886.59	\$ 628,500.00	\$ 630,866.14	\$ 632,000.00

Debt Service Fund

Expenditures

			FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Q2	FY 17/18 Budget	FY 18/19 Dept.	FY 18/19 Manager	FY 18/19 Budget
99900100	46680	Bond Principal	\$ 670,000.00	\$ 545,000.00	\$ 550,000.00	\$ -	\$ 565,000.00	\$ 600,000.00	\$ 600,000.00	
99900600	46681	Bond Interest	83,575.00	63,575.00	52,675.00	20,837.50	42,000.00	30,400.00	30,400.00	
99900600	46682	Bond Fees	963.00	535.00	535.00	-	2,000.00	2,000.00	2,000.00	
Debt Service Fund Total			\$ 754,538.00	\$ 609,110.00	\$ 603,210.00	\$ 20,837.50	\$ 609,000.00	\$ 632,400.00	\$ 632,400.00	\$ -
Note: Debt service on Series 2014A.										



Algonquin Swimming Pool and Splashpad Alternative Flooring Funding

Introduction

During review of the FY 18/19 budget, staff was challenged to explore alternate funding models for future capital improvements at the Algonquin Swimming Pool and Splashpad (Lions Armstrong Memorial Pool), specifically through sponsorship/naming rights. As this has not been previously performed in Algonquin for public infrastructure improvements, staff is requesting Board direction as to whether or not this application is appropriate from a policy level prior to expending Village resources researching and executing.

Facility History

The Algonquin Swimming Pool and Splashpad was built in the 1960s by the Algonquin Lions Club and operated until the mid-1980s. During the 80s the pool was given to the Village from the Lions to continue to operate. The pool has undergone several extensive projects to keep the facility up to code and a safe place for families. In 2003 a new gutter system was installed to help with water filtration. 2005 saw the addition of the splashpad, while in 2012 a new drain system was installed to comply with the Virginia Graham Baker Act. The pool is operated from Memorial Day to Labor Day by the Recreation Team.

Existing Conditions

A lot of work has been completed to continue to enhance pool visitors experience while visiting the facility. Most recently with Snapper's Park improvement of 2017. During this project the pool deck was expanded, additional seating with shade covers were added, a garden bed was included as well as new shades and benches in the splashpad. While all the work for exterior of the facility is needed the Bath House has seen little in the way of capital improvements.

Currently the floor in the bath house has many cracks and layers of peeling paint (see attached). Also, due to the age of this floor, it is very slippery causing greater risk of and actual slip and fall accidents for pool patrons while exiting the bath house to the pool deck. On average the pool has 5,000 visitors. The floor will need to be addressed as it poses a safety hazard for visitors. After the conclusion of each season, pool pass members are surveyed to help the Recreation Team determine improvements for the facility. Consistently, the pool locker rooms are identified as an area that needs improvement.

Sponsorship Opportunities

While researching the cost to replace the current locker room flooring, the idea to bring in sponsors to help defer the cost was included in the process. The current cost to replace the

locker room floor is \$28,000.00. With a facility of this age, more capital funds will need to be allocated to continue to offer a safe facility for patrons.

Alternatives (sample agreement attached)

1. Fully Funded by Sponsorship – 100%
 - a. Including naming rights to the bath house a designated advertisement in all of the brochures for a set period of time, company logo included on staff shirts and logo included inside the entry to the facility. Business development tasks will be assigned to existing Recreation staff as time allows.
2. Public-Private Funding – Community Partners + Village
 - a. Community partners would receive a logo inside the front entry to the locker rooms, a permanent add in the 3 brochures for a set period of time, logo included on staff shirts. Business development tasks will be assigned to existing Recreation staff as time allows.
3. Fully Funded by Village
 - a. Staff will propose funding as part of the FY 19/20 budget process.
4. Status Quo
 - a. Existing painted floor with rubber mats will remain in place.

Direction

Recreation staff is seeking Village Board direction as to how to proceed with funding the pool locker room floor project based on the previously discuss alternatives.

Algonquin Swimming Pool and Splashpad

Current Locker Room Condition

Front Entry



Women's Locker Room

Womens locker room is very small, I can't walk past without getting wet from someone showering. There r often moms with strollers and there's no room to walk by 6/28/2017 8:07 PM



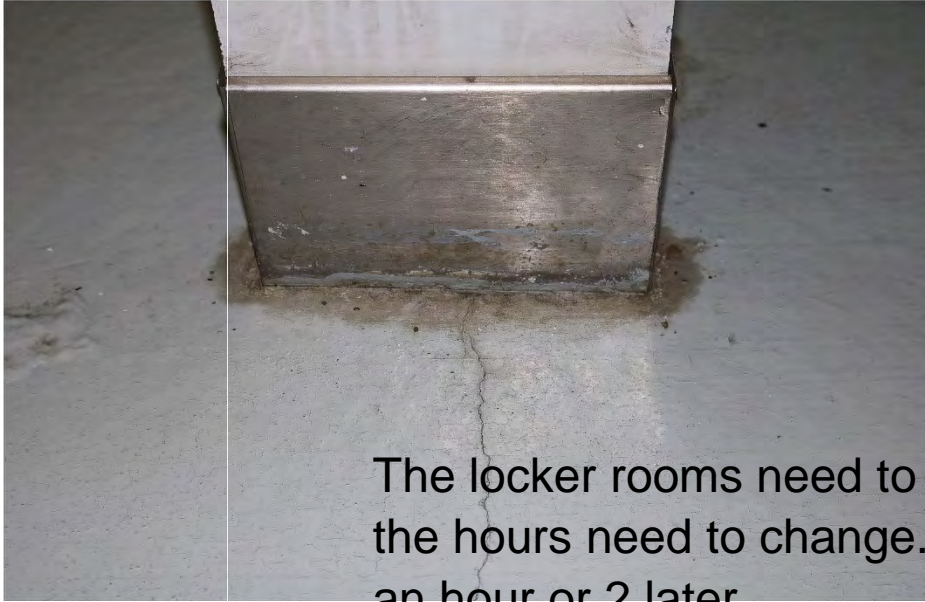
Men's Locker Room

I feel the bathrooms need more attention as the water on the floor is a lot and have almost fallen a few times.

7/31/2017 12:58 PM



Current Condition-Bathroom Stalls (Women's)



The locker rooms need to be cleaned more... always terrible odor and the hours need to change....open about a hour or 2 earlier and close an hour or 2 later.....

9/10/2017 11:07 PM



Current Condition-Bathroom Stalls (Men's)



Changing rooms were often dirty and cramped.

8/24/2016 8:12 PM



SPONSOR AGREEMENT

THIS SPONSOR AGREEMENT (the "Agreement") is made this ____th day of _____, 20____ by and between _____ ("Sponsor") and VILLAGE OF ALGONQUIN, an Illinois municipal corporation ("Village").

RECITALS

- A. Village is the owner and operator of a certain community facility ("Facility") known as the Lions Armstrong Memorial Pool, which is located at 599 Longwood Drive in Algonquin.
- B. Sponsor desires to sponsor the Facility.

NOW, THEREFORE, in consideration of the foregoing and good and valuable consideration received, the parties agree as follows:

1. **Term.** This Agreement is effective from _____, 20____ through _____, 20____.
2. **Sponsorship Fee.** Sponsor shall pay a total fee of \$25,000 (the "Sponsorship Fee") to the Village in the following installments:
 - a. \$6,250 by December 16, 2017;
 - b. \$6,250 by March 1, 2018;
 - c. \$6,250 by June 1, 2018; and
 - d. \$6,250 by September 1, 2018.
3. **Facility Requirements.** Village shall cause the Facility to comply with all of the following requirements during the term of this Agreement:
 - a. The Facility is located within the corporate limits of the Village of Algonquin.
 - b. The Facility shall be open to the public during the months of May, June, July, August and September.
4. **Sponsor Benefits.** During the term of this Agreement, Village shall acknowledge the community support represented by Sponsor's payment of the Sponsorship Fee as follows. The Village will:
 - a. List Sponsor as "Title Sponsor", with Sponsor's logo, on all Facility-related print publications for five (5) years.
 - b. Include an advertisement for Sponsor in the Algonquin Recreation Summer Activity Guide for five (5) years, which includes a print and digital version. The advertisement shall be designed by Sponsor and submitted to the Village for approval by the dates established by the Village.
 - c. Prominently place Sponsor's logo at Facility. Banners and placement of such banners shall comply with applicable laws, including the Algonquin Municipal Code.
 - d. Display Sponsor's advertisement slide on Ganek Municipal Center's digital broadcast system each month during the term of this Agreement. The slide shall be displayed in

connection with advertisement for the Facility and shall be designed by Sponsor and submitted to the Village for approval by the dates established by the Village.

- e. Identify Sponsor as "Title Sponsor" on email blasts and direct web marketing pertaining to the Facility.
- f. Include Sponsor's logo and the hyperlink to Sponsor's website on the Swimming Pool home webpage (www.algonquin.org/pool) when publicizing the Facility.
- g. Place a Facebook post announcing Sponsor's sponsorship of the Facility annually during the term of this Agreement.

5. **Sponsor's Marketing.** Sponsor's marketing with respect to the Facility shall be limited as follows.

- a. May promote the Facility in their marketing material with Sponsor listed as the "Title Sponsor".
- b. May display Sponsor's advertisements and promotional material in the entryway at the Facility.
- c. May provide giveaways and information for visitors at the Facility. Sponsor may give away promotional items such as brochures, flyers, pamphlets, and promotional information cards and materials, bearing the Sponsor's logo.
- d. Shall provide all staffing for distribution and monitoring of its product(s)/giveaways.
- e. Shall be responsible for and ensure that all licenses, permits, and permissions required by State or Federal law or village ordinances to provide services are current and in good standing.
- f. Shall not serve or provide any item containing alcohol or make reference to any alcoholic beverage or item.
- g. If Sponsor begins to sell or offer or becomes otherwise affiliated with any of the following during the term of this Agreement, then Sponsor shall immediately so inform Village and Village shall have the right to terminate this Agreement:
 - i. Adult entertainment or media.
 - ii. Alcohol or tobacco.
 - iii. Pawn shops, check cashing, tattoo, massage.

6. **Indemnification.** To the fullest extent permitted by law, Sponsor, its successors, assigns and guarantors, shall defend, indemnify and hold harmless Village, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or part by Sponsor relating to the Facility, and any work or services in the performance of this Agreement including, but not limited to, any subcontractors; suppliers or others connected with the Facility or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Sponsor's or such other persons, customers or employees.

7. **Insurance.** During the entire term of this Agreement, Sponsor shall purchase and maintain insurance with coverages, terms and conditions, and limits as follows:
- a. Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products-Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy shall be endorsed to name the Village of Algonquin as an Additional Insured, and the policy shall also provide a waiver of subrogation in favor of the Village.
 - b. Workers' Compensation and Employers' Liability insurance to cover obligations imposed by federal and state statutes having jurisdiction of Sponsor's employees with limits not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit. The policy shall be endorsed to include a waiver of subrogation in favor of the Village.
 - c. Not later than TBD, Sponsor shall provide the Village with a Certificate of Insurance evidencing the required insurance. If any of the above cited policies expire during the life of this Contract, it will be Contractor's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions.
8. **Termination.** Village or Sponsor may, without further obligation, terminate this Agreement for convenience or cause, upon giving the other party ten (10) days written notice. If Village terminates this Agreement for convenience, then Village shall refund to Sponsor any portion of the Sponsorship Fee that Sponsor has paid to Village for the Facility occurring after the effective date of termination. If Sponsor terminates this Agreement for convenience, then Sponsor shall pay to the Village any portion of the Sponsorship Fee owed to the Village for the Facility completed as of the effective date of termination.
9. **Miscellaneous.** The following additional provisions apply:
- a. Assignment Sponsor's obligations and rights hereunder shall not be assigned or delegated, in whole or in part, without Village's prior written consent.
 - b. Modifications; Any amendment or modification from the terms of the Agreement shall be in writing and shall be effective only upon approval of all parties signing the original agreement.
 - c. Severability. If any term or provision of this Agreement shall be found to be illegal or unenforceable, the remainder of this Agreement shall remain in full force and effect, and such term or provision shall be deemed to be deleted.
 - d. Attorney's Fees. If any party brings any action for any relief, declaratory or otherwise, arising out of this Agreement, the prevailing party shall be entitled to receive from the non-prevailing party reasonable attorney's fees, costs, and expenses, determined by a court sitting without a jury, which shall be deemed to have accrued on the commencement of such action.
 - e. Notice. Any notice required or permitted to be given pursuant to this Agreement, unless otherwise expressly provided herein, shall be given in writing, either personally to the

authorized representative of the other party, or by United States Postal Service certified mail, return receipt requested, as shown below or to such other street address(es) as may be designated by the respective parties in writing from time to time. The notice shall be deemed complete when received or, when certified mail is used, five days from the date of mailing, whichever occurs first. Notice will be given as follows:

If to Village: Village of Algonquin
Attn: Village Manager's Office
2200 Harnish Drive
Algonquin, IL 60102

If to Sponsor: TBD
TBD
TBD
TBD

- f. Contract Administrator. The contract administrator ("Contract Administrator") for the Village shall be the Recreation Superintendent or such other individual designated by the Village Manager. The Contract Administrator shall be the Village's liaison with the Sponsor for matters relating to the performance of this Agreement.
- g. Governing Law. This Agreement shall be construed and interpreted under the laws of the State of Illinois.
- h. Authority. The person executing this Agreement on behalf of Sponsor warrants and represents to have full power and authority to enter into and perform this Agreement on behalf of Sponsor.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names as of the date first stated above.

SPONSOR

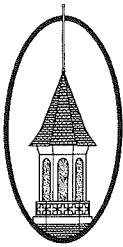
By: _____
TBD

It's: _____

VILLAGE OF ALGONQUIN, ILLINOIS

By: _____
Tim Schloneger

It's: Village Manager



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: March 8, 2018

TO: COTW

FROM: Jason Schutz, Utilities Superintendent

SUBJECT: *Sanitary Sewer Evaluation – Acoustic Pipeline Testing & Manhole Camera Inspections*

As the collection system ages, its condition deteriorates developing cracks, breaks, and blockages if not properly maintained. A maintenance program, commonly known as a CMOM or Capacity, Management, Operation & Maintenance Program is a proactive and effective tool to assure the collection system is properly managed and operated at all times, has adequate capacity to convey peak flows, and takes all steps to eliminate excessive infiltration/inflow from entering the system which might result in an overflow.

Our sanitary sewer system is comprised of 23 drainage basins, amounting to approximately 136 miles of main line piping, 10 sewage lift stations, and more than 3,800 sanitary manhole structures. Our current maintenance practices include flushing main line pipe, a 5-year cycle which targets 27 miles per year or about 4,000 feet per day. Similarly, manholes structures are inspected at the same 5-year interval. Televising main line sewers is more labor intensive, as added time is necessary to ensure quality images are captured and proper evaluations are made on each segment of pipe. Televising the entire collection system is accomplished over a 10-year cycle. Information gained from inspection and televising work is used to produce projects for repair, rehabilitation, and replacement or a Condition-Based Maintenance approach. Priority is then given to those structures and/or pipe segments with the greatest risk for failure.

Sewer Line Assessments

While our efforts to clean, inspect, and televise are admirable, we've sought other technologies which might better utilize existing resources, and provide more timely assessment of our overall collection system. We believe we've found such technology with the SL-RAT or Sewer Line Rapid Assessment Tool. This technology uses active acoustic transmission through pipes (think of it as "yelling" down the pipe) to a receiver which picks up the vibration and has the capability to listen and interpret the received acoustic signal for blockage assessment results. In year one we learned that our system on the east side of town is overall in good condition besides a few blockages that we quickly corrected when we received the condition report from the contractor.

Manhole Structure Assessments

While acoustic assessment is highly accurate for pipe segments, the technology is less effective for manhole structures. Our solution for accurate assessment of manholes is the use of a Rapid View 360 Degree Panoramic camera. The camera is lowered into the manhole structure, taking a series of individual images, when pieced together produces a detailed visual image of the interior of the manhole structure. Information produced can be presented in one of three ways; a single photo, an unfolded view, and point layer. Similar to SL-RAT, manhole condition is assigned a numerical value, producing a rating from 0 to 5. Asset condition and defects can be detailed and reviewed quickly and this technology also eliminates the need for confined space entry by both the Village employees and the contractor. Information gathered can be plugged into our asset management software as static information for historical reasons, and can generate work orders and/or can be shared with engineers during project design phase.

As noted, a program of cleaning and televising sanitary sewers is a necessary component of good CMOM program helping to properly manage pipe line capacity and prevent overflow conditions. Information gained through the SL-RAT and Panoramic camera can be a catalyst for repairs and/or replacement. Condition assessments are becoming increasing commonplace and an extremely useful tool when considering roadway projects (IMS) and for development

of long range planning. The SL-RAT can assess miles of pipe in months, rather than years. The numerical values produced can re-direct time and resources to problem areas allowing staff to focus on pipe segments that display the highest risk for failure or blockage. While not a replacement for pipe cleaning, the acoustic approach can act as a precursor and focus energies where they need to be.

In consideration of the proposal, staff recommends the following 3-year for SL-RAT testing and Panoramic camera inspection:

Year 1 FY 2016-2017

Completed

Includes drainage basins: **G, H, I, J, N, O, P, Q** (see attached map – area in blue)
Pipe footage = 188,185; No. of manholes = 916

Year 2 FY 2017-2018

Current proposal in this packet

Includes drainage basins: **L, R, S, V, W**, (see attached map – area in green)
Pipe footage = 281,246; No. of manholes = 1,452

Year 3 FY 2018-2019

Approved in FY18/19 budget, proposal will come to COTW and Board for approval next FY

Includes drainage basins: **A, B, C, D, E, F, K, M, T, U** (see attached map – area in orange)
Pipe footage = 289,222; No. of manholes = 1,479

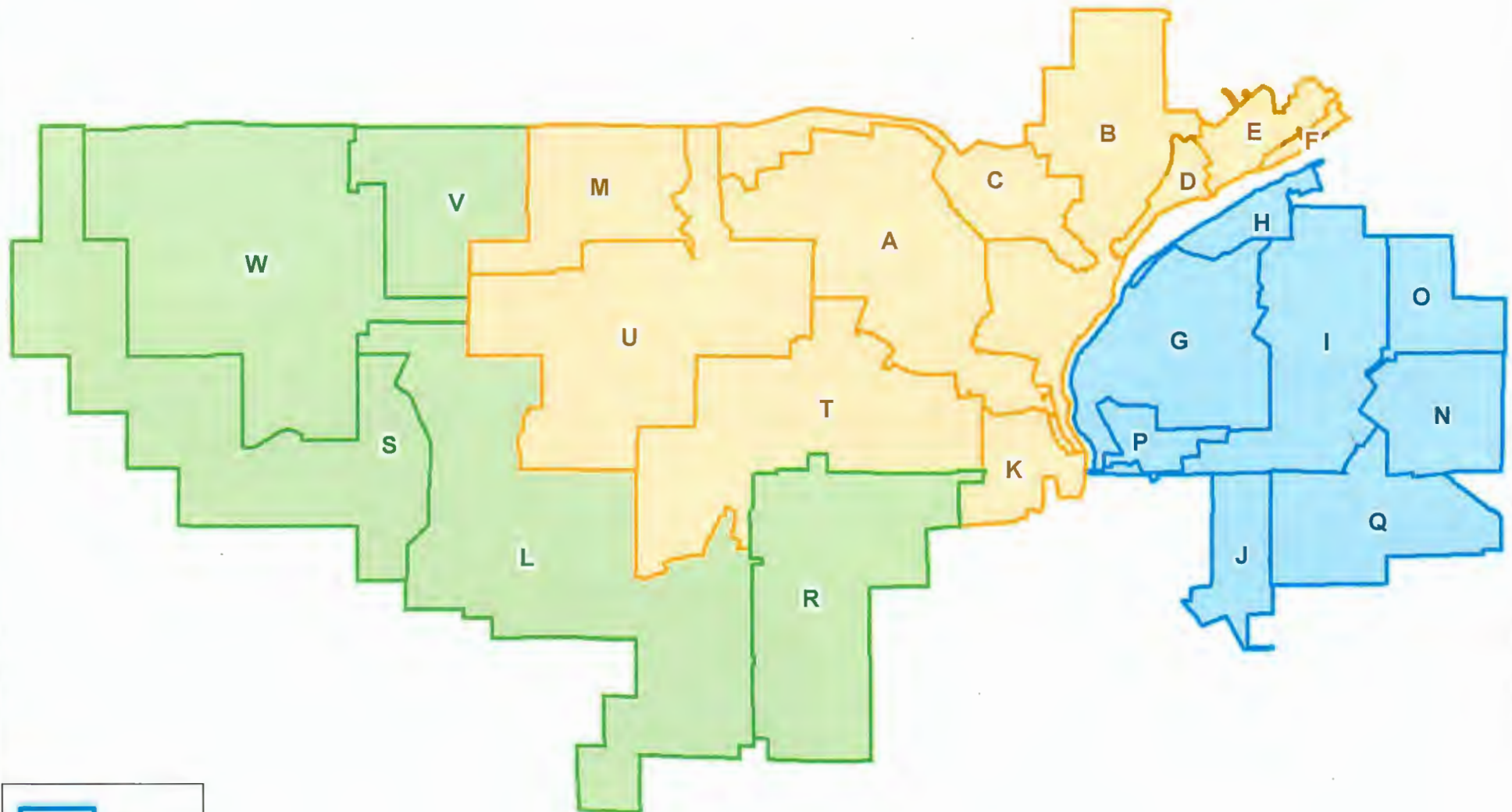
This fiscal year, we had \$300,000 budgeted in the water & sewer improvement fund for rehabilitation of manholes and sewer main that were flagged as needing repair through SL-RAT and manhole assessment last fiscal year. However, we do not need the full \$300,000 to perform the repairs so we are proposing to use that money for two purposes:

\$179,150.00 will be used for Year 2 of SL-RAT and 360 degree manhole inspection (the work in this memo and contract)

\$120,850.00 will be used to repair the deficiencies that were found in the Year 1 (FY 2016/17) assessment. This work needs to go out to bid and will come before the Committee at a later date.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of a contract with Midwest Water Group for SL-RAT and 360 degree manhole assessment for \$179,150.00.

SL-RAT 3-Year Implementation Plan





Project Proposal Fee Schedule

Task	Unit Price	Unit	# Units (Approx)	Total Cost
Level 2 MACP Survey w/Panoramo and Repair recommendations for Basins: R, L, V, W, S	\$75.00	EA	1452	\$108,900
SL – RAT Inspection (over 50,000 LF) For Basins: R, L, V, W, S	\$0.25	LF	281,000	\$70,250
Total (Not to Exceed)				\$179,150

‡Note that mobilization to job is for 1 trip to complete project. If structures are missing, buried or the project scope changes and another trip to the job is required to no fault of the contractor, additional mobilization charges will apply.

Insurance

Midwest Water Group/RMS Utility Services maintains a GL and WC policy with \$2,000,000 aggregate. A current Certificate of Insurance can be provided upon request.

Acceptance of Proposal

To commence within 30 days of awarding this contract, or upon an agreed start date.

Signed (client)

Signed (Contractor)

PRINT/TITLE _____

Michelle Harrod / President

DATE _____

DATE _____



September 11, 2017

Mr. Jason Schutz
Village of Algonquin
110 Meyer Drive
Algonquin, IL 60102

RE: PROPOSAL FOR PROFESSIONAL SERVICES, FIELD SERVICES FOR INSPECTION AND ASSESSMENT OF MANHOLES AND PIPELINES IN ALGONQUIN, IL.

Dear Mr. Schutz

Midwest Water Group is pleased to submit this proposal to Algonquin for the project located in the Village of Algonquin, IL and including a variety of services as described within this proposal for the project known as the Phase II Inspections.

Midwest Water Group is a Professional Services Company performing asset inspection, assessment and data collection services. Our understanding is that the Utility intends to investigate and perform condition assessment on a significant number of sanitary sewer manholes in order to assess the condition of the manholes and help prioritize repairs and maintenance activities in an effort to comply with federal, state and local requirements and improve system performance during rain events.

This **Proposal** is being submitted based on interpretations made from study maps and information we have been provided and is presented as follows:

- Scope of Services
- Example Deliverables
- Technologies Used
- References and Similar Projects
- Proposal Fee

Thank you for your consideration and the opportunity to illustrate our services. Please do not hesitate to contact us with any questions regarding this proposal.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michelle Harrod".

Michelle Harrod
NASSCO Inspector & President

A handwritten signature in black ink, appearing to read "Chad Smeltzer".

Chad Smeltzer
Dukes Midwest - Account Manager



Reasoning

As an integral part of your CMOM program, inspection and condition assessment of your assets is imperative to prioritizing areas of your system that are prone to maintenance issues or can cause SSO's or other problems in violation of the Clean Water Act.

To enable informed management decisions to ensure the long-term desired level of service, a comprehensive evaluation of the collection system is essential. Typically, conventional Closed Circuit Televised (CCTV) methods are used to inspect collection systems and prioritize the segments/areas needing corrective action, i.e. debris removal, grease and/or root abatement, repair/rehabilitation, or replacement. However, approximately 60-70 percent of the collection system (depending upon age of the system) operates as intended and needs no corrective action. As a result, funds and valuable time/resources are wasted gathering data on those portions of the system that are functioning properly.

Our approach is to utilize technology to quickly and accurately triage your collection system in order to prioritize those areas in need of further inspection, immediate rehabilitation or preventative maintenance. Using high resolution digital 360 degree camera, digital pole camera technology, mapping grade GPS units with data correction services, smoke testing, private home inspection, sewer line televising and acoustic pipeline assessment technology; we will quickly and effectively assess/certify all accessible manholes, collect relative system information, and perform cursory pipeline inspections to eliminate the areas of the collection system working properly.

History of Midwest Water Group / RMS Utility Services

Midwest Water Group (MWG) and RMS Utility Services (RMS) were both formed in 2007 as a manufacturer representative company and service department, focusing on products and services to extend the useful life of municipal water and wastewater assets. Specifically, MWG/RMS believes in inspection, assessment, prioritization and rehabilitation of collection system assets which is why MWG/RMS is a believer in utilizing technologies such as the SL-RAT (Sewer Line Rapid Assessment Tool), Trimble GPS Receivers, and the RapidView Panoramo 360 SI Digital Camera system to deliver comprehensive visual and data deliverables to our clients. We integrate all data into GIS and our deliverables include friendly database formats for integration into existing ERP and Asset Management Programs. Our goal is to deliver data that can immediately be analyzed and used to correct any issues before they cause backups or system collapses.

MWG/RMS is owned by Michelle Harrod, who graduated with a B.S. in Computer Science from North Central College with a concentration on database systems management. Gary Hallaert, is the Superintendent for RMS Utility Services. Gary brings over 24 years experience with collections systems management; with 22 years holding various levels of management responsibility for the Village of Algonquin, IL with his final position as Collection Systems Foreman. Gary is a licensed Water & Wastewater Operator. Michelle, Gary and the majority of



our service team are NASSCO certified for Pipelines, Manholes and Laterals and a number of our service techs are also licensed water and wastewater operators with prior municipal experience. As a result, our team has the ability to understand the needs of the utility, communicate appropriately with residents and work within GIS to deliver useful data to our clients. Resumes for Michelle Harrod and Gary Hallaert are attached to this proposal.

Overview

Kick Off and Pre-project Needs:

Services will commence with the Utility providing any current maps, GIS database or coordinates for any known assets in the area to be inspected and assessed. Priority to working in wet conditions during the project will be made with every effort to give us the best opportunity to assess the impact of Inflow and Infiltration during typical rain events.

If a GIS compatible map is not available, or if asset ID numbers need to be created, there will need to be discussion and a number schema created.

A project superintendent will be assigned to your project and will be present at kick off meeting, organizing crew(s), reviewing field data, reporting missing structures or access problems, coordinating special traffic control needs, and overall communications between Utility and Midwest Water Group / RMS Utility Services personnel.

Safety Procedures

We take safety very seriously. We feel it is a reflection of our commitment to our employees, a reflection of your selection in a service provider and the right thing to do for the general public. As a result, we will adhere to the following protocols:

- Utilize vehicles with emergency lighting at all times
- Use traffic safety cones around manholes
- Use arrow boards or flaggers when needed (at additional cost to be determined in collaboration with customer)
- Train personnel in confined space entry & self-rescue, work place first aid and traffic control including documentation of all required confined space entries.
- Require a minimum of a two-person crew at all times for safety assurance
- Wear proper PPE (personal protection equipment) including a class III reflective safety vest for all work.
- Perform safety audits of our crews, perform monthly safety training meetings and regular review of safety practices
- Adhere to Utility's specific safety requirements (to be determined) including wearing proper identification badges

NASSCO Certifications

NASSCO (National Association of Sanitary Service Companies) has designed and implemented a certification course for the purposes of creating symmetry in language between consultants, contractors and the Utility as it relates to inspection and assessment of the sanitary sewer pipelines, manholes and laterals. MWG/RMS believes very strongly in the principles leading this program and as such, require that at least one current, certified NASSCO inspector is onsite for every evaluation program that we perform.



Technologies & Tools Deployed in the Field

We have various state of the art technologies that we deploy in the field to collect the highest quality data for your project. These technologies include:

CAMERA TECHNOLOGY:



Rapid View Panoramo 360 SI digital camera. Offers 360 degree digital scanning of manhole structures. Provides four deliverable outputs: 360 degree perspective, unfolded view, geometric view and CAD output with Northing (optional to be determined by you and requested prior to start of project). All files are delivered on external hard drive.

We also use digital zoom cameras (pole camera) to allow us to survey off-road or hard to reach locations and to shoot up and down pipe inverts to supplement our Storm Water Investigation Services and Acoustic Monitoring Services and

GPS TECHNOLOGY:

We utilize the leading provider's equipment in the industry for mapping grade GPS coordinates using the most current data correction services to insure GPS accuracy. The unit we use is the Trimble R2 GNSS receiver and Trimble's unity software which allows us to deliver the system map to you in several formats including shape (.shp) file, .csv and ESRI Personal Geodatabase (.gdb)



GIS SYSTEM MAP BUILDER:

We utilize a Cloud Based GIS management system. Our program includes building the initial map, loading data from your existing system and the data collected in our inspection and assessment, storage and backup of data and video files, technical support and upgrades. We also use this as a means of collaboration with our clients throughout the project to check our progress, communicate issues in the field and plan out the program. All field data is recorded and identified via GIS immediately so our clients can start reviewing their data in real time.

ACOUSTIC SOUND TECHNOLOGY:



Utilizing the SL-RAT (Sewer Line Rapid Assessment Tool) manufactured by Info-Sense. The winner of multiple innovative technology awards from WEF, AWWA and other water and wastewater associations, the SL-RAT is a quick preliminary assessment tool used to prioritize problem areas of your collection system and is used as a precursor to pipeline televising. This technology is based on measuring the signal received from an acoustic transmission within a sewer line segment. From the received

SMOKE TESTING TECHNOLOGY:

We use HURCO powered smoke testing equipment and have the ability to use either liquid or candles to generate smoke for the smoke testing program. For public notification, we put door tags explaining the smoke testing program, provide 24/7 voicemail and resident question line and provide information on smoke testing on our website.



SOFTWARE TECHNOLOGY:

With a project of this scope, it will be imperative that data is collected and organized in such a manner that it is intuitive and simple to navigate for CMT. Our firm utilizes the RapidView Panoramo 360 SI camera system in conjunction with Pipelogix Manhole software to present the inspection data in a software format that has the ability to



print reports. Pipelogix is a MACP certified software and fulfills the requirements of Access DB exportable information standard. This will be supplied for all inspections

DIGITAL FILM FILES:

All data is provided in digital format and delivered via FTP and/or hard drive. Paper copies of reports available upon request. Typical file extensions include .MDB (MS Access), .XLS (MS Excel), .PDF (Adobe), .IPF (Panoramo Film File), .IPS (Panoramo Film/Report program file), .SHP (GIS), .KML(Google Earth).



Client References

Here is what our clients have to say about Midwest Water Group & RMS Utility Services!

Brian Jack
Utilities Superintendent
Village of Lombard

jackb@villageoflombard.org
Office: 630-620-5709

Services Performed:

GPS / GIS, SL RAT, Smoke Testing, Manhole Inspection (multiple years)

“Contracting with Midwest/RMS has the real potential of saving Lombard hundreds of thousands of dollars over alternative methods of sewer inspection/assessment, all the while increasing sewer flow, preventing sanitary sewer overflows and basement backups, and finding I/I sources more quickly. We look forward in continuing to work with Midwest/RMS for years to come.”

Ron Hocker
Collection System Superintendent
City of Davenport, IA

rkh@ci.davenport.ia.us
Office: 563-327-5169

Services Performed:

Manhole Inspection

“The Panorama 360 MH survey performed by Midwest/RMS meshes well with our Cartegraph work order management system to provide detailed analysis of the inspected manholes for both our in-house staff and consulting engineers. The camera system identified at least one manhole where failure was imminent and where the defect could not be observed from a topside inspection... This allowed us to have the manhole replaced before the street could collapse... The quality of data we received from this service was comparable to what one would expect from a confined space entry inspection, but is safer, quicker and considerably less expensive.”

Ziad Kary, PE
Project Manager
Environmental Partners Group
1900 Crown Colony Drive, Suite 402
Quincy, MA 02169

zfk@envpartners.com
Office: 617-657-0283

CLIENT: Town of Plymouth, Mass.

Project Description: Completed 3rd year of inspections using Panorama 360 SI camera. The first phase primarily consisted of manholes located in the busy downtown and coastal areas.

Eric Murauskas, PE
Project Manager
Baxter & Woodman
8578 Ridgfield Rd.
Crystal Lake, IL 60012

emurauskas@baxwood.com
Office: 815-459-1260

CLIENT: Roselle, IL



Project Description: Smoke Testing program for the Village of Roselle, IL. Handled the entire project including coordination with Police/Fire, hanging and removal of door tags, call center for resident questions and issues, field staff for collection, GPS sub-foot capture of all defects, picture reports, Geodatabase deliverables

Epiphany Ramos
Utilities Superintendent
City of Bellevue, NE
8902 Cedar Island Road
Bellevue, NE 68147

Epiphany.ramos@bellevue.net
Office: 402-293-3136

Project Description: In progress of multi-year program to identify all manholes, GPS each structure and assign asset ID#'s, inspecte each structure using Panoramo Camera and Level 2 MACP score, Perform repair recommendations and bid docs, SL RAT each pipe and identify pipe diameters, rim-to-invert dimensions, pipe types and flow directions. Present all deliverables in GIS format for integration into their new system. Over 5,000 MHs and 1.8M LF of pipe will be evaluated upon project completion.

More references gladly provided upon request

MH Inspection Level 1 & Level 2 – Scope of Services

- 1.) Complete NASSCO MaCP Level 1 surface level inspections utilizing digital manhole camera system as outlined in manhole scope of services
- 2.) Provide all equipment and personnel as required to complete inspections
- 3.) Provide at least (1) one NASSCO certified inspector onsite during inspection per camera truck
- 4.) **MACP Level 1 Specifics:** Complete inspection using Panoramo 360 SI digital scanning camera equipment to perform full Level 1 MACP inspections including “non-entry” observations such as Cover, Frame, Chimney, Wall, Bench & Invert condition (Pass/Fail), confirmation of location, type of structure and evidence of surcharge and all other Level 1 MACP fields. Any additional fields not listed on the MACP Level 1 can be added as required by the Utility with advanced notice prior to start of project.
- 5.) **MACP Level 2 Specifics:** Complete inspection using Panoramo 360 SI digital scanning camera equipment to perform full Level 2 MACP inspections including “remote entry” observations including all Level 1 MACP fields as well as all Cover dimensions (diameter, surface bearing, condition, lid type); Frame dimensions (all measurements, condition, inflow); Cover Insert (yes/no, condition); Frame Adj Ring (yes/no, height, condition); Chimney (yes/no, material, condition, depth); Cone (yes/no, type, material, condition, depth); Wall/Barrel (type, material, condition, depth); Bench (yes/no, type, material, condition, lining); Channel/Invert (yes/no, type, material, condition, lining); Pipe (All Rim-to-Invert dimensions for each pipe, pipe size/shape, condition, and material).
- 6.) Provide all data in Access, Excel and Pipelogix (read-only) format, all digital .IPF scan files, software required to view IPF video files all backup and PDF reports including attribute information and defect picture reports in an external hard drive and online FTP format.
- 7.) **Optional Repair Recommendations Scope:** When included in proposal, repair recommendations for each manhole will be provided. The means in which this data will be delivered will be via Excel spreadsheet and will include the Asset ID#, Severity Rating (0 = good condition – no I/I and/or no structural defect or repair that should be

considered as preventative or made within 7-10 years; 1 = fair condition – light I/I and/or structural defect that should be repaired within 5-7 years; 2 = moderate severity – regular flowing I/I and/or structural repair that should be made within 1-3 years; 3 = severe condition – heavy I/I and/or severe structural defect that should be repaired immediate to 1 year), Type of Repair by category (e.g. grout, curtain grout, chimney seal, lining, inside drop, bench rehab or replacement, etc), estimated budget price for repair and notes on condition or repair

- 8.) **Optional GPS Coordinate:** See GPS project scope. When included in proposal, contractor to shoot each asset using Trimble GNSS R2 receiver with sub-foot accuracy with data correction services. Exceptions to sub-foot accuracy might occur based on tree cover or other satellite obstruction. Contractor will make every possible effort to ensure sub-foot accuracy is achieved for each asset.

Responsibilities of Contractor:

1. Provide all necessary, crew and equipment to complete the project. Ensure that all equipment and tools are in operational condition and free from defects that would inhibit accurate and quality data.
2. Make every reasonable effort to access each manhole with Panoramo camera either via direct approach with camera truck or via tripod system for front and back yard manholes or in areas where driving on turf or surface would cause damage or resident inconvenience. In such instances where televising with Panoramo is not possible, contractor to televise structure with Digital Pole Camera (.mpeg file format).
3. Verify all field measurements with survey stick, pipe diameter verification tool and tape measurer.
4. Update GIS system daily (if provided to contractor) and indicate which structures have been completed, are surcharged, require tripod, require pole camera, Cannot be accessed or located or have other severe issues that require the client's immediate attention.
5. Act in a polite, professional manner at all times

Exclusions of Contractor:

1. Will not disassemble or otherwise modify any residential property to complete inspection
2. Will not endanger crew by entering back yard or resident property structures (e.g. dog, angry resident, etc). All such instances will be immediately identified to utility to address.

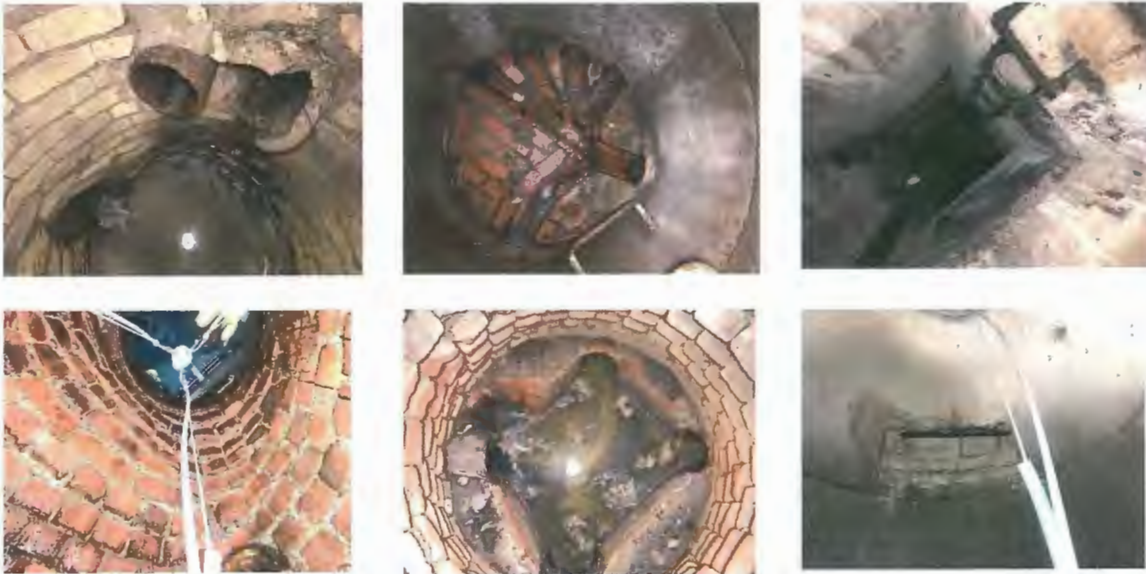
Responsibilities of Engineer:

1. Provide contractor with any available maps, GIS (.SHP) files and structure information necessary to identify, locate and access survey manholes
2. Assist contractor with resident issues or concerns
3. Complete social media, public outreach of the program.
4. Post signs in neighborhoods advising them of the program if so desired. Contractor can set out day before.
5. Provide contractor with signed letter on the program to pass out to residents with questions or concerns.
6. Assist contractor in locating and access "Cannot Locate" or "Cannot Access" manholes. Advise contractor on how to address structures that are surcharged
7. Provide point of contact for project.
8. Make every possible effort to ensure that the survey map is current and accurate so that project can be completed in designated time frame.

Deliverable Samples: Manhole Inspection

Sample Panorama 360 SI Imaging (Level 1 & Level 2)

There are 3 views within the Panorama camera scan files – the 360 perspective view (pan/tilt, up/down); Unfolded view and Point Cloud View. Collectively, these 3 perspectives portray the condition, size and defects within the structure



360 Perspective View



Unfolded View



Point Cloud View

Reports:

Customer will receive reports delivered in PDF format from a NASSCO certified software (Pipelogix). Based on the level of inspection (Level 1 or Level 2), fields within the report will be entered according to the required fields for the survey. For a level 2 survey, customer will receive a picture defect report, in addition to the standard MACP report pictured below. In addition to PDF format, all data is also delivered in a NASSCO MACP 7.0 compliant MS Access Database (.MDB) and MS Excel (.XLS) format for easy integration into most software platforms. Please reach out to us if you have specific data integration needs.

MACP Survey Report 4
Report Date: 2013/09/19
Sheet No. 1
Survey Date: 2013/09/18
P.A. No.
Location (Pin & Name)
Inspection Level: Level 1
Inspection Status: Inspected

General Information
Inspection Type: Visual
Inspection Method: Visual
Inspection Date: 2013/09/18
Inspection Time: 10:00 AM
Inspection Location: 1000 S. Main St.
Inspection Point: 1000 S. Main St.

Inspection Details
Inspection Type: Visual
Inspection Method: Visual
Inspection Date: 2013/09/18
Inspection Time: 10:00 AM
Inspection Location: 1000 S. Main St.
Inspection Point: 1000 S. Main St.

Inspection Results
Inspection Type: Visual
Inspection Method: Visual
Inspection Date: 2013/09/18
Inspection Time: 10:00 AM
Inspection Location: 1000 S. Main St.
Inspection Point: 1000 S. Main St.

MACP Detail Report

MACP Survey Report 4
Report Date: 2013/09/19
Sheet No. 5
Survey Date: 2013/09/18
P.A. No.
Location (Pin & Name)
Inspection Level: Level 1
Inspection Status: Inspected

Inspection Details
Inspection Type: Visual
Inspection Method: Visual
Inspection Date: 2013/09/18
Inspection Time: 10:00 AM
Inspection Location: 1000 S. Main St.
Inspection Point: 1000 S. Main St.

Inspection Results
Inspection Type: Visual
Inspection Method: Visual
Inspection Date: 2013/09/18
Inspection Time: 10:00 AM
Inspection Location: 1000 S. Main St.
Inspection Point: 1000 S. Main St.

MACP Defect Picture Report

Customers may also receive a Repair Recommendations / Severity ratings report which summarizes the structures by severity and repair type and includes budget estimates for repair:

REPAIR RECOMMENDATIONS														
ID	Structure	Structure Type	Structure Material	Structure Condition	Structure Age	Structure Location	Structure Size	Structure Shape	Structure Color	Structure Finish	Structure Notes	Structure Status	Structure Priority	Structure Budget
33	SA000239	1												580
33	SA000239	1												1150
34	SA000240	1												1800
35	SA000241	1												880
36	SA000242	1												790
37	SA000243	2												1020
38	SA000244	2												1500
39	SA000245	2												1300
40	SA000246	2												1400
41	SA000247	1												1400
42	SA000248	1												650
43	SA000249	1												2000
44	SA000250	1												1500
45	SA000251	1												3000
46	SA000252	1												1400
47	SA000253	1												1400
48	SA000254	1												1400
49	SA000255	1												1400
50	SA000256	1												1400
51	SA000257	1												1400
52	SA000258	1												1400
53	SA000259	1												1400
54	SA000260	1												1400
55	SA000261	1												1400
56	SA000262	1												1400
57	SA000263	1												1400
58	SA000264	1												1400
59	SA000265	1												1400
60	SA000266	1												1400
61	SA000267	1												1400
62	SA000268	1												1400
63	SA000269	1												1400
64	SA000270	1												1400
65	SA000271	1												1400
66	SA000272	1												1400
67	SA000273	1												1400
68	SA000274	1												1400
69	SA000275	1												1400
70	SA000276	1												1400
71	SA000277	1												1400
72	SA000278	1												1400
73	SA000279	1												1400
74	SA000280	1												1400
75	SA000281	1												1400
76	SA000282	1												1400
77	SA000283	1												1400
78	SA000284	1												1400
79	SA000285	1												1400
80	SA000286	1												1400
81	SA000287	1												1400
82	SA000288	1												1400
83	SA000289	1												1400
84	SA000290	1												1400
85	SA000291	1												1400
86	SA000292	1												1400
87	SA000293	1												1400
88	SA000294	1												1400
89	SA000295	1												1400
90	SA000296	1												1400
91	SA000297	1												1400
92	SA000298	1												1400
93	SA000299	1												1400
94	SA000300	1												1400
95	SA000301	1												1400
96	SA000302	1												1400
97	SA000303	1												1400
98	SA000304	1												1400
99	SA000305	1												1400
100	SA000306	1												1400
101	SA000307	1												1400
102	SA000308	1												1400
103	SA000309	1												1400
104	SA000310	1												1400
105	SA000311	1												1400
106	SA000312	1												1400
107	SA000313	1												1400
108	SA000314	1												1400
109	SA000315	1												1400
110	SA000316	1												1400
111	SA000317	1												1400
112	SA000318	1												1400
113	SA000319	1												1400
114	SA000320	1												1400
115	SA000321	1												1400
116	SA000322	1												1400
117	SA000323	1												1400
118	SA000324	1												1400
119	SA000325	1												1400
120	SA000326	1												1400
121	SA000327	1												1400
122	SA000328	1												1400
123	SA000329	1												1400
124	SA000330	1												1400
125	SA000331	1												1400
126	SA000332	1												1400
127	SA000333	1												1400
128	SA000334	1												1400
129	SA000335	1												1400
130	SA000336	1												1400
131	SA000337	1												1400
132	SA000338	1												1400
133	SA000339	1												1400
134	SA000340	1												1400
135	SA000341	1												1400
136	SA000342	1												1400
137	SA000343	1												1400
138	SA000344	1												1400
139	SA000345	1												1400
140	SA000346	1												1400
141	SA000347	1												1400
142	SA000348	1												1400
143	SA000349	1												1400
144	SA000350	1												1400
145	SA000351	1												1400
146	SA000352	1												1400
147	SA000353	1												1400
148	SA000354	1												1400
149	SA000355	1												1400
150	SA000356	1												1400
151	SA000357	1												1400
152	SA000358	1												1400
153	SA000359	1												1400
154	SA000360	1												1400
155	SA000361	1												1400
156	SA000362	1												1400
157	SA000363	1												1400
158	SA000364	1												1400
159	SA000365	1												1400
160	SA000366	1												1400
161	SA000367	1												1400
162	SA000368	1												1400
163	SA000369	1												1400
164	SA000370	1												1400
165	SA000371	1												1400
166	SA000372	1												1400
167	SA000373	1												1400
168	SA000374	1												1400
169	SA000375	1												1400
170	SA000376	1												1400
171	SA000377	1												1400
172	SA000378	1												1400
173	SA000379	1												1400
174	SA000380	1												1400
175	SA000381	1												1400
176	SA000382	1												1400
177	SA000383	1												1400
178	SA000384	1												1400
179	SA000385	1												1400
180	SA000386	1												



Pipeline Acoustic Monitoring (SL-RAT) – Scope of Services

- 1.) Provide equipment and personnel as required for service
- 2.) Provide coordination with Utility for areas to be inspected using SL-RAT
- 3.) Walk collection system and put transmitter and receiver between each pipe segment in the adjoining manhole structures.
- 4.) Collect pipeline assessment data in online data organizer software
- 5.) Upload data to server and make GIS access portal for Utility
- 6.) Provide .CSV and .SHP exportable data files for all pipeline segments
- 7.) Issue separate layer files for only “GOOD,” only “FAIR,” only “POOR,” and only “BLOCKED” segments.
- 8.) Adjoin line segments to manhole assets if provided from Utility or if part of MWG service scope.
- 9.) Provide prioritized listing of pipeline segments in need of further inspection (via CCTV or pole camera) and coordinate location identification with selected televising contractor and Utility
- 10.) Provide recommendations for maintenance or repair as required and evidenced from SL-RAT data collection including coordination of preventative maintenance programs or rehabilitation methods.

Data Delivery:

Work completed will be uploaded on a minimum weekly basis to hosted GIS system with the Utility and regular progress meetings via phone, email or in person will take place throughout the project to address any concerns, challenges or other major defects observed. Final data will be delivered according to Utility preference, or by external hard drive.

Responsibilities of Contractor:

1. Provide all necessary, crew and equipment to complete the project
2. Provide contact list of key personnel including project manager and field crew leader
3. Wear proper identification and PPE including hi-vis vests with Company Name. Wear booties when entering home to protect resident property. All vehicles will have company identification, truck number and flashing lights and cones when appropriate.

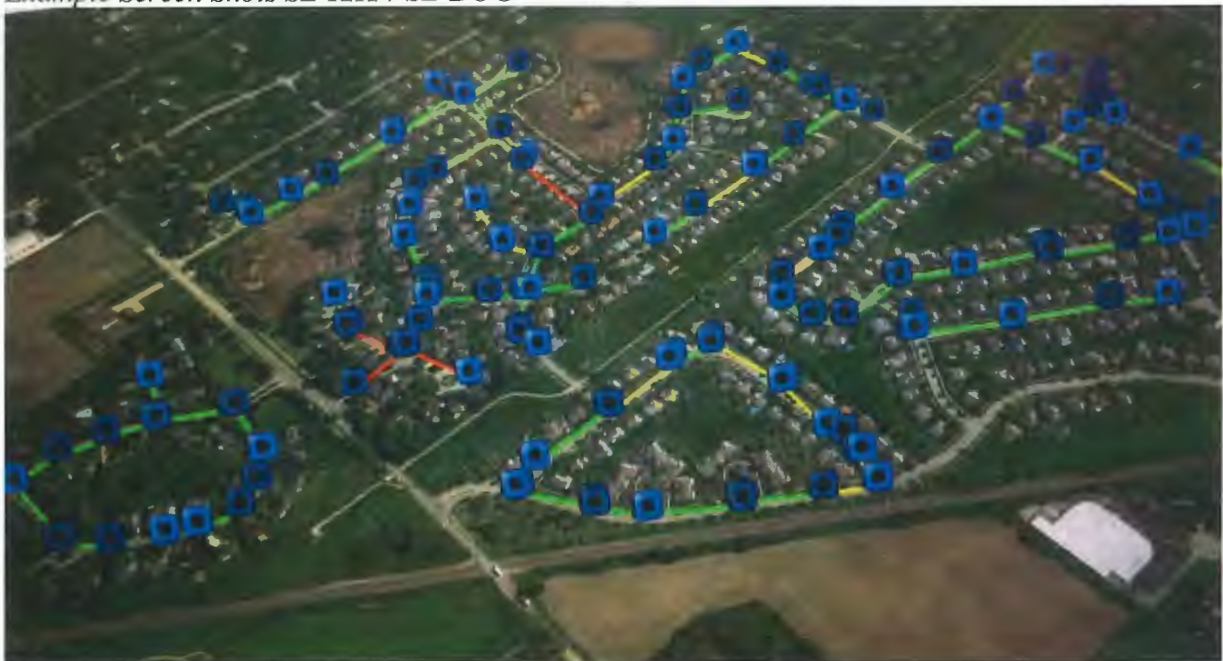
4. Act in a polite, professional manner at all times

Responsibilities of Utility:

1. Any current collection system maps available in electronic GIS geodatabase or paper format (as applicable)
2. Notification through media or other appropriate medium, as required by Utility as well as providing proper identification credentials and/or letter on Utility letterhead authorizing Midwest Water Group as onsite Consultant for Utility for the duration of project
3. Provide traffic control as agreed on in advance of starting project unless arrangements are made for Midwest Water Group to use outside contracting services for traffic control
4. Asset ID numbers (if available) for each manhole structure. If no asset ID's have been assigned, collectively create naming schema for asset identification numbers.
5. If structures or segments cannot be located, the Utility will provide personnel to help identify structures or mark them with paint or flags. Lists of unfound structures will be submitted to the Utility on a weekly basis (or as appropriate) for locating.

Example Deliverables:

Example Screen Shots SL-RAT / SL-DOG



SL-RAT Sample Results Map (Google Earth - .KML)

Home Support Documents

SL-DOG
by INFOSENSE, INC

YOU ARE HERE: Home

SL-DOG MEASUREMENTS

New features added September 2014 for more details [click here!](#)

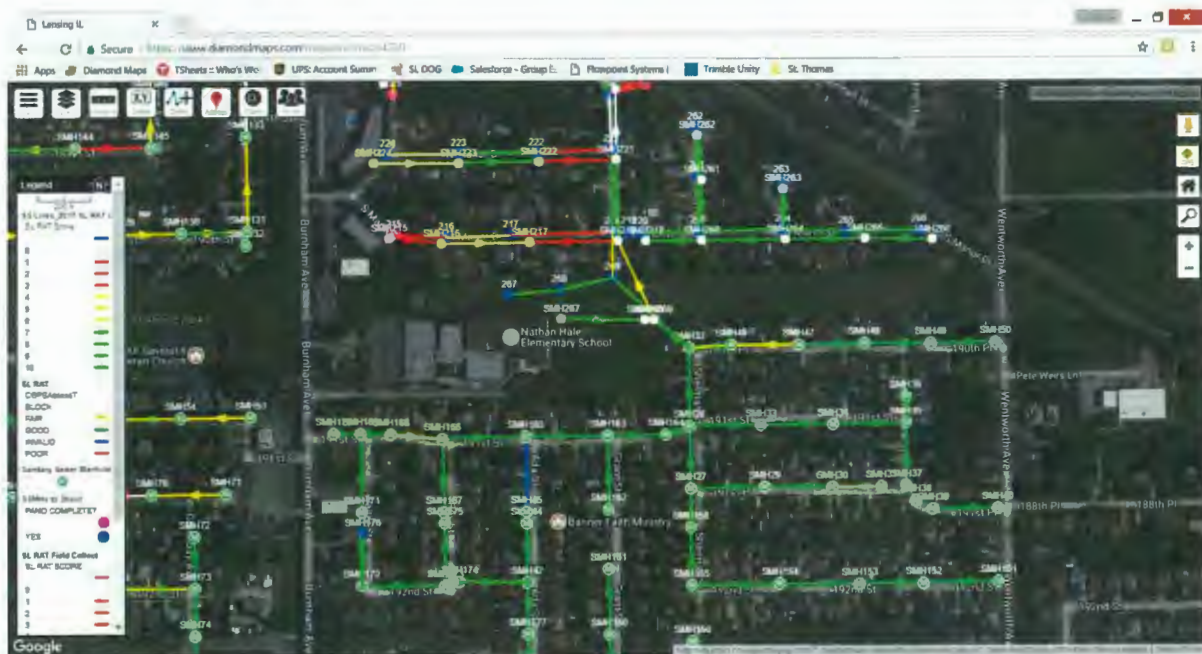
Measurement Criteria

Select All Export to Google Earth Export to CSV Enhanced Export Export SHP Enhanced Export

1 2 3 4 Page Size: 50 161 measurements found

	Meas. ID	Rx Cnt	Rx ID	JX Cnt	JX ID	Date/Time * - estimated	Meas. Dist. (ft)	Oper. Pipe Len (ft)	Eval. Pipe Len (ft)	Meas. Status	Pipe Status	Field Asses	GPS Asses	Notes	Rx Lat/Lon	Tx Lat/Lon
	176	1	432	1	433	8/24/2016 10:59:43 AM	79	150	178	Valid	Good	8 GOOD	8 GOOD	Lat: 41.169724 Lon: -95.851064 ID: 65	Lat: 41.169724 Lon: -95.850419 ID: 65	
	175	1	432	1	433	8/24/2016 10:58:11 AM	80	150	218	Valid	Good	7 GOOD	8 GOOD	Lat: 41.16974 Lon: -95.85048 ID: 65	Lat: 41.17022 Lon: -95.84999 ID: 65	
	174	1	432	1	433	8/24/2016 10:52:44 AM	80	150	207	Valid	Good	7 GOOD	8 GOOD	Lat: 41.169726 Lon: -95.849665 ID: 65	Lat: 41.17024 Lon: -95.84983 ID: 65	
	173	1	432	1	433	8/24/2016 10:49:01 AM	79	250	244	Valid	Good	8 GOOD	8 GOOD	Lat: 41.170183 Lon: -95.849998 ID: 65	Lat: 41.170435 Lon: -95.850806 ID: 65	

SL-DOG (Data Organizer Tool) Online User Portal



GIS Hosted Service Tool for collaboration with client (.SHP file import/export)

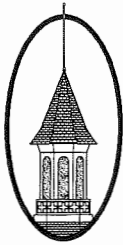
SL-RAT / GIS Data:

Example Screen Shots SL-RAT / SL-DOG



Utility will receive sortable table of attribute data collected and categorized by severity level:

JFH130617_1306170017 - Sewer																							Sign on		Sign off					
File Home Insert Data Page Layout Formulas Data Review View Add-in ACROBAT Tell me what you want to do.																							P. Home							
Sewer Main																														
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W							
	MANHOLE	IN	OUT	Street	Type	Material	ID	Use Type	Invert	Exitment	Manhole	Shallow	Size	Up	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow							
1																														
2	0	83	93		Sewer Main		SAH019002	Separate	No	No	0	239.1431948	0	0	0	0	0	0	0	0	0	0	0							
3	0	83	93		Sewer Main		SAH019004	Separate	No	No	0	237.3499472	0	0	0	0	0	0	0	0	0	0	0							
4	0	89	99		Sewer Main		SAH019010	Separate	No	No	0	191.9422026	0	0	0	0	0	0	0	0	0	0	0							
5	0	143	728	3 Northwood	Sewer Main	VCP	SAH019014	Separate	No	No	0	335.3092362	0	0	0	0	0	0	0	0	0	0	0							
6	0	727	1148		Sewer Main		SAH019018	Separate	No	No	0	979.4703952	0	0	0	0	0	0	0	0	0	0	0							
7	0	728	1348		Sewer Main		SAH019035	Separate	No	No	0	379.3643861	0	0	0	0	0	0	0	0	0	0	0							
8	0	420	2229		Sewer Main		SAH019041	Separate	No	No	0	279.1633817	0	0	0	0	0	0	0	0	0	0	0							
9																														
10																														
11																														
12																														
13																														
14																														
15	0	524	495		Sewer Main		SAH019049	Separate	No	No	0	113.0587993	0	0	0	0	0	0	0	0	0	0	0							
16	0	516	732		Sewer Main		SAH019050	Separate	No	No	0	136.2208212	0	0	0	0	0	0	0	0	0	0	0							
17	0	130	709		Sewer Main		SAH019051	Separate	No	No	0	530.4888888	0	0	0	0	0	0	0	0	0	0	0							
18	0	802	320		Sewer Main		SAH019052	Separate	No	No	0	113.2381028	0	0	0	0	0	0	0	0	0	0	0							
19	0	524	703	3 Westwood	Sewer Main	Reinforced Concrete Pipe	SAH019053	Separate	No	No	0	17.0099204	0	0	0	0	0	0	0	0	0	0	0							
20	0	802	621		Sewer Main		SAH019054	Separate	No	No	0	801.7084817	0	0	0	0	0	0	0	0	0	0	0							
21	0	1004	6117		Sewer Main		SAH019055	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
22	0	1004	6117		Sewer Main		SAH019056	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
23	0	1004	6117		Sewer Main		SAH019057	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
24	0	1004	6117		Sewer Main		SAH019058	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
25	0	1004	6117		Sewer Main		SAH019059	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
26	0	1004	6117		Sewer Main		SAH019060	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
27	0	1004	6117		Sewer Main		SAH019061	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
28	0	1004	6117		Sewer Main		SAH019062	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
29	0	1004	6117		Sewer Main		SAH019063	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
30	0	1004	6117		Sewer Main		SAH019064	Separate	No	No	0	117.1071414	0	0	0	0	0	0	0	0	0	0	0							
31	Could Not Access	887	1860	W Jackson	Sewer Main	PVC	SAH019068	Separate	No	No	0	207.861835	0	0	0	0	0	0	0	0	0	0	0							
32	Could Not Access	2977	3889	W Jackson	Sewer Main	PVC	SAH019069	Separate	No	No	0	207.861835	0	0	0	0	0	0	0	0	0	0	0							
33	Could Not Access	1278	2128	Sewer Main			SAH019070	Separate	No	No	0	190.4888888	0	0	0	0	0	0	0	0	0	0	0							
34	Other Issues	2055	2060	Sewer Main			SAH019082	Separate	No	No	0	81.0000000	0	0	0	0	0	0	0	0	0	0	0							
35	Southwood	1385	1708	W Jackson	Sewer Main	PVC	SAH019080	Separate	No	No	0	113.2722848	0	0	0	0	0	0	0	0	0	0	0							
36																														
37																														
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39																														
40																														
41																														
S171 Sewer Main1143864																														



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: *March 7, 2018*

TO: *COTW*

FROM: *Jason Schutz, Utilities Superintendent*

SUBJECT: *Water Meter Replacement Program*

On December 12, 2017 our Water Meter Replacement Program was approved based on solely contracting through Core & Main. Since then we have made a change to do two separate contracts that will save the Village money on installation of meters and transmitters. Attached you will find a copy of the proposal and agreement with Core & Main who will supply only “materials” for our replacement program. The other contract, United Meters, Inc. will be sending out notices and performing installations. This slight change will save the Village roughly \$45,000 throughout the entirety of this project.

Funding for this project will come out of the Water/Sewer Improvement - 43370 account. Therefore, it is recommended that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the 2 attached contracts.

Core & Main – Meter, Meter Services, Meter Supplies - \$2,684,271.00

United Meters, Inc – Installation of Meters – See attached unit prices in quote.



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

- M E M O R A N D U M -

DATE: *December 1, 2017*

TO: *Tim Schloneger, Village Manager*

FROM: *Jason Schutz, Utilities Superintendent*

SUBJECT: *Letter of Recommendation – Water Meter Replacement Program*

Throughout the last 12 months, staff has had many meetings with Sensus and Metron Farnier regarding the Water Meter Replacement Program. A one-year pilot program was implemented with Metron Farnier, installing meters in various village owned buildings and resident homes for testing. Unfortunately, staff was unsatisfied with the field test results. Also, throughout the study we encountered weak cellular reception for half the meters and not reading as they should.

As for Sensus Meters, which we have currently and been in place for the last 22 years, we can read finals on demand and do not have to get a reading that is 24 hours behind. Sensus Iperls are a mag meter with no moving parts, which have less to go wrong and beneficial with our mineralized water. The supplier has also agreed to own, provide and install, maintain and warrantee all the Flexnet radio hardware and antennas to auto-read the entire town. This represents about \$200,000 dollar negotiated savings to the Village of Algonquin, not including the annual savings to maintain and manage this equipment to be mounted on our water towers and antennae towers. Much of the meter reading equipment that has recently been installed by our staff is backwardly compatible with this reading technology, so we will not have to return to every home in the system to change meters, only to install smart-point radios to broadcast readings to the towers. Many of the smart-points are installed on the exterior of the homes.

As shown in the attachments, Metron is at a total of \$5,412,465.00 and Sensus is at a total of \$4,071,020.00. Leaving a cost difference of \$1,341,445.00. Therefore, it is my recommendation to go with Sensus FlexNet AMI System.

Funding for this project will come out of the Water/Sewer Improvement - 43370 account, and currently has \$400,000.00 budgeted for this current fiscal year. Therefore, it is recommended that the Committee of the Whole take action to move this matter forward to the Village Board for approval.



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

- M E M O R A N D U M -

DATE: *December 8, 2017*

TO: *COTW*

FROM: *Jason Schutz, Utilities Superintendent*

SUBJECT: *Water Meter Replacement Schedule*

Implementation of this large scale water meter replacement program is both time and funding dependent, and both will be presented to this Committee prior to bulk purchases of water meters and/or contracting with an installation company. At this time, the following schedule of replacement is anticipated, again with approvals of funding.

Year 1, current fiscal year 2017-2018

Set up infrastructure at two towers, purchase large diameter meters for commercial properties; installation with in-house staff and contracted services.

Year 2, current fiscal year 2018-2019

Purchase of remaining large diameter water meters, middle level diameter, and residential water meters for east side of Village; installation with contracted services.

Year 3, current fiscal year 2019-2020

Purchase of remaining residential water meters for west side of Village; installation with contracted services.



QUOTATION

Date: February 2, 2018
City/Village of: Algonquin
Attn: Bob Mitchard
Jason Schutz

Subject: Algonquin 2018 Quotation for Sensus FlexNet AMI System

Product	Qty.	UNIT PRICE		EXTENSION
New 5/8"-1" iPERL Water Meters				
5/8" Sensus iPERL Water Meter	0	\$110.00	ea	\$0.00
3/4" S Sensus iPERL Water Meter (7 1/2"LL)	953	\$109.00	ea	\$103,877.00
3/4" Sensus iPERL Water Meter (9"LL)	9478	\$113.00	ea	\$1,071,014.00
1" Sensus iPERL Water Meter	287	\$160.00	ea	\$45,920.00
Section Total:	10718			\$1,220,811.00
New 1 1/2" - 2" OMNI R2 Water Meters				
1 1/2" Sensus OMNI R2 Water Meter With Integral Strainer, AMR Output	117	\$440.00	ea	\$51,480.00
2" Sensus OMNI R2 Water Meter With Integral Strainer, AMR Output	0	\$655.00	ea	\$0.00
Section Total:	117			\$51,480.00
New 1 1/2" - 6" OMNI C2 Water Meters				
1 1/2" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$1,000.00	ea	\$0.00
2" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	62	\$1,136.00	ea	\$70,432.00
3" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	14	\$1,440.00	ea	\$20,160.00
4" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	3	\$2,666.00	ea	\$7,998.00
6" Sensus OMNI C2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	3	\$4,425.00	ea	\$13,275.00
Section Total:	82			\$111,865.00
New 1 1/2" - 6" OMNI T2 Water Meters				
1 1/2" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$0.00	ea	\$0.00
2" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$0.00	ea	\$0.00
3" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$0.00	ea	\$0.00
4" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$0.00	ea	\$0.00
6" Sensus OMNI T2 Water Meter With Integral Strainer, AMR Output, Pulse Output and Test Outlet	0	\$0.00	ea	\$0.00
Section Total:	0			\$0.00
FlexNet SmartPoints				
510M Single Port, 3-Wire	10917	\$105.00	ea	\$1,146,285.00
510M Single Port, TouchCoupler	0	\$115.00	ea	\$0.00
510M Upgrade pricing (existing legacy radio trade-in)	0	\$100.00	ea	\$0.00
Section Total:	10917			\$1,146,285.00
Labor				
Installation of 5/8" Meter & Transmitter	0	\$120.00	ea	\$0.00
Installation of 3/4" Meter & Transmitter	0	\$120.00	ea	\$0.00
Installation of 1" Meter & Transmitter	0	\$120.00	ea	\$0.00
Installation of 1 1/2" Meter & Transmitter	0	\$300.00	ea	\$0.00
Installation of 2" Meter & Transmitter	0	\$315.00	ea	\$0.00
Installation of 3" Meter & Transmitter	0	\$605.00	ea	\$0.00
Installation of 4" Meter & Transmitter	0	\$705.00	ea	\$0.00
Installation of 6" Meter & Transmitter	0	\$1,765.00	ea	\$0.00
Installation of Smartpoint only	0	\$85.00	ea	\$0.00
Installation of Ground Strap	0	\$45.00	ea	\$0.00
Section Total:	0			\$0.00

Meter Accessories

6501 Solid State Interrogator with GPS and Command Link	1	\$0.00	ea	\$0.00
22 Gauge 3-Conductor Meter Wire (500' Spool)	0	\$60.00	ea	\$0.00
Seal Wire (1000' Spool)	0	\$70.00	ea	\$0.00
Lead Seals	0	\$0.10	ea	\$0.00
5/8"-1" Ground Clamps	0	\$3.00	ea	\$0.00
#4 Solid Copper Ground Wire (200" Spool)	0	\$210.00	ea	\$0.00
TouchPad	0	\$7.00	ea	\$0.00

Section Total:

\$0.00

Infrastructure

M400B Tower Gateway Basestation .	2	\$27,500.00	ea	\$55,000.00
M400B Tower Gateway Basestation Installation .	2	\$10,000.00	ea	\$20,000.00

Section Total:

\$75,000.00

Sensus Analytics SaaS Integration and Hosting Fees

Sensus Analytics SA/RNI Set up Fee	1	\$15,000.00	one time	\$15,000.00
Sensus Analytics Billing Integration Fee	1	\$4,000.00	one time	\$4,000.00
Annual Sensus Analytics SA/RNI Hosting Fee 11K Services Year 1	1	\$25,225.00	annual	\$25,225.00
Annual Sensus Analytics SA/RNI Hosting Fee 11K Services Year 2	0	\$25,985.00	annual	\$0.00
Annual Sensus Analytics SA/RNI Hosting Fee 11K Services Year 3	0	\$26,765.00	annual	\$0.00
Annual Sensus Analytics SA/RNI Hosting Fee 11K Services Year 4	0	\$27,565.00	annual	\$0.00
Annual Sensus Analytics SA/RNI Hosting Fee 11K Services Year 5	0	\$28,395.00	annual	\$0.00

Section Total:

\$44,225.00

Sensus Analytics Consumer Portal

Sensus Analytics Consumer Portal Set up Fee	1	\$6,250.00	one time	\$6,250.00
Sensus Analytics Consumer Portal Integration Fee	1	\$12,500.00	one time	\$12,500.00
Annual Sensus Analytics Consumer Portal Hosting Fee <1500 Services	1	\$7,000.00	annual	\$7,000.00
Annual Sensus Analytics Consumer Portal Hosting Fee >1500 Services	0	\$3.00	per user	\$0.00
Consumer Portal Unlimited Text Messages	1	\$255.00	annual	\$255.00

Section Total:

\$26,005.00

Extended Warranties, Training, Management Fee

Annual Infrastructure Maintenance Agreement Year 2	2	\$0.00	per M400	\$0.00
RNI Training (two days)	1	\$6,350.00	one time	\$6,350.00
Consumer Portal Training	1	\$2,250.00	one time	\$2,250.00

Section Total:

\$8,600.00

Overall Total:**\$2,684,271.00****NOTE:**

- * Propagation study will determine Basestation required inside/outside smartpoint installation.
- * Basestation Pricing includes installation and startup.
- * Pricing and installation does not include communication link between Basestation to (RNI).
- * Utility responsible to provide electric at Basestation.
- * Pricing and installation does not include software interface to billing system.
- * Hosting Services subject to a 3% annual increase after Year 5.
- * Consumer Portal Hosting Fees (5 Year) subject to a 3% annual increase after Year 5.
- * Final project pricing shall be determined by actual meter quantities supplied and installed.
- * Installation pricing are for "Labor Only" to replace meter with same lay length meter.
- * Additional plumbing determined case by case basis.
- * Labor assumes no responsibility on ground wire sizing
- * Pricing does not include Payment/Performance Bond.

Prices are good until **March 31, 2018**. Delivery can be made from stock to within twelve (12) weeks from receipt of your purchase order. Our terms of payment are net thirty (30) days.

Sincerely,

Mike Murphy
Territory Manager

VILLAGE OF ALGONQUIN PURCHASE AGREEMENT - CONSTRUCTION (Small Projects – Labor & Materials)

Date: February 15, 2018

Project: Sensus FlexNet AMI System

Location: Village of Algonquin

Originating Department: Water

Owner	Contractor/Vendor	
Village of Algonquin Phone : 847-658-2754 Fax: 847-658-2759 Contact: Jason Schutz	Name: Core & Main Address: Phone: Fax: Contact: Mike Murphy	

PREVAILING WAGE NOTICE: This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/01 *et seq.*, which requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at <http://www.state.il.us/agency/idol/rates/rates.HTM>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, *including but not limited to*, all wage, notice and record keeping duties.

COST OF WORK: The Contract Price of the Work under this Purchase Agreement is \$ see attached quote.

SCOPE OF WORK: Furnish the Work/items described below in accordance with the following plans and specifications:

Q General Contract, dated _____, __

Q Specification No(s): _____, dated _____, 20__

Q Plans dated : _____

Q Addendum No(s): _____

X Other: Sensus FlexNet AMI System per attached quote

The following prices shall remain in effect for the duration of project:

QUANTITY	UNIT OF MEASURE	DESCRIPTION/ITEMS	LUMP SUM UNIT PRICE	EXTENSION
Each		Provide equipment necessary for construction/installation of: Sensus FlexNet AMI System	See attached quote	See attached quote
			TOTAL	See attached quote

NOTES:

- 1) _____
- 2) _____

WARRANTIES and INDEMNIFICATION: Contractor/Vendor agrees to provide the following warranties for the Work: (a) all workmanship to be warranted for a period of one (1) year - manufacturer warrants material; and (b) all other warranties contained elsewhere in the Contract Documents or Supplemental Conditions hereto. Further, **CONTRACTOR/VENDOR SHALL FULLY INDEMNIFY AND SAVE THE VILLAGE OF ALGONQUIN HARMLESS FROM ALL CLAIMS, LIENS, FEES, AND CHARGES, AND THE PAYMENT OF ANY OBLIGATIONS ARISING THEREUNDER**, pursuant to the provisions in the Supplemental Conditions hereto.

THE TERMS OF THIS PURCHASE AGREEMENT AND THE ATTACHED SUPPLEMENTAL CONDITIONS ARE THE ENTIRE AGREEMENT BETWEEN THE VILLAGE/OWNER AND VENDOR. No payment will be issued unless a copy of this Purchase Agreement is signed, and dated and returned to the Owner. Material certifications/test reports required. All domestic material, unless otherwise specified. Purchase exempt from sales and/or use taxes.

ACCEPTANCE OF PURCHASE AGREEMENT: The parties, for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of all terms and provisions herein contained. IN WITNESS WHEREOF, the parties hereto have executed this Purchase Agreement the day and year written below.

CONTRACTOR/VENDOR:

PURCHASER: Village of Algonquin

By: Tom Whalley
Authorized Vendor Representative

Title: _____

Dated: 3/2/18**SUPPLEMENTAL CONDITIONS**

Revision Date: July 19, 2016

1. **Acceptance of Purchase Agreement:** The Purchase Agreement is an offer to contract, buy or rent and not an acceptance of an offer to contract, sell or rent. Acceptance of this Purchase Agreement is expressly limited to the terms hereof, and in the event that Contractor/Vendor's acknowledgment or other response hereto states terms additional to or different from those set forth herein, this Purchase Agreement shall be deemed a notice of objection to such additional or different terms and rejection thereof. This Purchase Agreement may be accepted by the commencement of any Work hereunder or the delivery of any goods herein ordered, and, in any event, shall be deemed accepted in its entirety by Contractor/Vendor unless Owner is notified to the contrary within ten (10) days from its date of issue.

2. **Amendment, Modification or Substitution:** This Purchase Agreement contains the entire agreement between the parties. Any modification or rescission thereof must be in writing and signed by Owner. No proposals or prior dealings of the parties or trade custom not embodied herein shall alter the interpretation or enforcement of this Purchase Agreement.

3. **Familiarity With Plans; Qualifications:** Contractor/Vendor acknowledges that it (a) has examined the site of the proposed Work and is familiar with the conditions surrounding same; and (b) has examined the plans and drawings, and has studied and is aware of, and satisfied with, the requirements of the Contract Documents. Contractor/Vendor represents to Owner that it is fully experienced and properly qualified as an expert to perform the class of work provided for herein, and that it is properly equipped, organized and financed to handle such work. Contractor/Vendor shall finance its own operations hereunder, shall operate as an independent contractor and not as the agent of Owner, and shall hold Owner free and harmless from all liability, costs and charges by reason of any act or representations of Contractor/Vendor, its agents or employees.

4. **Workmanship; Safety:** All Work shall be performed by Contractor/Vendor in a neat, skillful and workmanlike manner, and all materials furnished by Contractor/Vendor shall be new and of the best description and quality of their respective kinds, unless otherwise specified and ordered by Owner in writing. All Work and/or materials shall be subject to the inspection and approval of the Owner, its engineers and representatives. Contractor/Vendor is responsible for its own and its employees' activities on the jobsite, including but not limited to, the methods of work performance, superintendence, sequencing of work, and safety in, on or about the jobsite area in which it is performing the Work under this Purchase Agreement. Owner and Contractor/Vendor shall not require any laborer or mechanic employed in performance of this Purchase Agreement to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous to his health or safety, as determined under applicable federal and Illinois construction safety and health standards

5. **Extra's and Change Orders:** No claim by Contractor/Vendor that any instructions, by drawing or otherwise, constitute a change in Contractor/Vendor's performance hereunder, for which Contractor/Vendor should be paid additional compensation shall be valid, unless prior to commencing such allegedly extra or changed performance, Contractor/Vendor shall have received a written supplement to this Purchase Agreement authorizing such performance signed on behalf of Owner by a person having actual authority to do so. No claim for additional compensation on the basis that Contractor/Vendor has incurred any expense by reason of any act or failure to act or Owner or its contractor, subcontractor, materialmen or any other party shall be valid unless made in writing within 30 days of the alleged act or failure to act and approved by Owner, provided, however, that if the Contractor/Vendor should be delayed in furnishing the articles, items, equipment or materials (hereinafter sometimes referred to as "goods") or services or Work (hereinafter sometimes referred to as "Work") ordered herein, by the omission, neglect or default of Owner, its agents or employees, Contractor/Vendor shall be entitled to no additional compensation or damages for such delay, and shall be entitled only to an extension of time for a period equal to the time lost as a result of the aforesaid causes, determined by Owner. Any charges for extra not so authorized will not be paid.

6. **Inspection and Acceptance:** Owner shall have the right at all reasonable times to inspect and test all goods, materials or Work furnished by Contractor/Vendor and all Work performed or furnished by Contractor/Vendor. Notwithstanding any prior inspection, the passage of title or any prior payment, all goods, material and Work furnished thereunder are subject to final inspection and acceptance by Owner at its job site. If, after inspection, Owner rejects any goods furnished by Contractor/Vendor thereunder, Owner may, at its election, return those goods to Contractor/Vendor at Contractor/Vendor's expense, including the cost of any inspection and testing thereof. If Contractor/Vendor fails to proceed promptly with the correction or replacement of any rejected goods or Work, Owner may replace or correct such items or Work by purchase or manufacture and charge the cost incurred thereby to Contractor/Vendor or terminate this Purchase Agreement for default in accordance with paragraph 12 herein. By inspecting and not rejecting any goods and Work furnished thereunder, Owner shall not be precluded thereby from subsequently revoking its acceptance thereof if the goods or Work are later discovered to be nonconforming with this Purchase Agreement or the specifications and drawings applicable hereto, even if the defect does not substantially impair value to Owner.

7. **Taxes, Delivery, Risk of Loss:** Unless indicated to the contrary on the face hereof, it shall be the responsibility of Contractor/Vendor to arrange for and complete delivery of all goods or materials. If the goods or materials furnished thereunder are equipment, Contractor/Vendor shall give Owner two (2) working days' advance notice of delivery. All goods or materials furnished by Contractor/Vendor should be shipped in the manner and at the times indicated on the face hereof at the expense of Contractor/Vendor, it being understood that the risk of loss with respect to such goods is with Contractor/Vendor until such goods come into the actual possession of Owner, regardless of the mode of delivery or earlier passage of title. This project is tax exempt. The Owner's tax-exempt number is E 9995 0855 05.

8. Payment: Owner will make partial payments to the Contractor/Vendor from time to time for the Work performed and the materials furnished by the Contractor/Vendor. Provided, however, in no event shall Owner be obligated to pay Contractor/Vendor any sum that exceeds the Contract Price absent a written change order executed by Owner.

8.1 Prior to issuance of any payments by the Owner to the Contractor/Vendor, the Contractor/Vendor shall furnish to the Owner (in a form suitable to the Owner) an application for the payment then due, together with receipts, waivers of claim and other evidence showing the Contractor/Vendor's payments for materials, labor and other expense incurred in the Contractor/Vendor's Work hereunder. The Owner will, at all times, be entitled to retain ten percent (10%) of all monies due and owing to the Contractor/Vendor as a part security for the faithful performance of this Agreement. This ten percent (10%) so withheld will not be paid to the Contractor/Vendor until the Owner has issued to the Contractor/Vendor a final acceptance of the Project.

8.2 Owner may withhold the whole or any part of any payment due to the Contractor/Vendor to the extent necessary to protect and indemnify the Owner from loss on account of (a) defective Work not remedied; (b) claims filed or reasonable evidence indicating probable filing of claims; (c) failure of the Contractor/Vendor to make payments promptly for material or labor; or (d) Contractor/Vendor's failure to furnish Owner with all written warranties and operational manuals for the Work.

8.3 Contractor/Vendor hereby authorizes the OWNER (1) to deduct from any amount due or becoming due the Contractor/Vendor under this Agreement for all amounts owing from the Contractor/Vendor to (a) the Owner for back-charges or services furnished for the account of the Contractor/Vendor; (b) the Owner for damages sustained whether through negligence of the Contractor/Vendor or through failure of the Contractor/Vendor to act as may be otherwise detailed herein; (c) materialmen; (d) subcontractors; (e) laborers; and (f) others for services and materials furnished to the Contractor/Vendor for the Work performed under this Agreement, and (2) to apply the amount so deducted to the payment of said materials, services, damages or back-charges applying such monies so available in the Agreement hereinbefore set forth.

8.4 Owner, without invalidating this Agreement, may make changes by altering, adding to or deducting from the Work to be performed. The value of any such changes will be determined as follows: (a) by the unit prices named in this Agreement, if any; or (b) by agreement in writing between the Owner and the Contractor/Vendor as to the value of the time and materials for the changes in the Work. In any event, the Contractor/Vendor will keep and present, in any form as the Owner may direct, a correct account of the net cost of any extra labor and materials, together with vouchers referring to the same.

8.5 Notwithstanding the payment in full for the Work hereunder, the Contractor/Vendor will be liable to repair or replace any imperfect workmanship or other faults; and if the Contractor/Vendor fails to repair or replace the imperfect workmanship or other faults, the Owner may do the Work and recover from the Contractor/Vendor the cost and expense thereof. No payment on account will be construed or considered as an approval of the Work for which payment is made.

9. Contractor/Vendor Warranty: Contractor/Vendor warrants in addition to all warranties which are imposed or implied by law or equity that all materials and Work furnished thereunder (a) shall confirm to any specifications and drawings applicable to this Purchase Agreement; (b) shall be merchantable and of good quality and workmanship; (c) shall be fit for the purpose intended as well as the propose for which such goods, materials or Work are generally used; and (d) except for rented equipment, shall be free from defects for a period of one (1) year, or such longer period as is specified in the Scope of Work or Contract Documents, from the date such Work is performed or such materials are utilized or installed, and if installed as part of a structure or utilized equipment, for one (1) year or such longer period as is specified in the Contract Documents, from the date any such goods, materials or Work hereunder is accepted in writing by Owner. Contractor/Vendor expressly agrees that the statute of limitations with respect to Contractor/Vendor's warranties shall begin to run on the date of acceptance by Owner.

10. Insurance and Bonds:

10.1 Contractor/Vendor shall at all times maintain business automobile, commercial liability and workers compensation insurance covering its work and all obligations under this Purchase Agreement, and shall name the Owner as an additional insured on its commercial liability insurance policies for Contractor/Vendor operations under this Purchase Agreement. Liability insurance limits shall be in such amounts and include such coverages as set forth in the VILLAGE OF ALGONQUIN PURCHASE ORDER INSURANCE REQUIREMENTS attached to this Agreement. Contractor/Vendor shall furnish the Village with a certificate of insurance and such other documentation (including a copy of all or part of the policy) to the Village at the time of execution of this Agreement and thereafter on an annual basis on the anniversary date of this Agreement or at any other time as the Village deems necessary to establish compliance with this provision.

10.2 Contractor/Vendor shall furnish and pay for surety bonds and with surety or sureties satisfactory to Owner, guaranteeing the full performance of all of the conditions and terms hereof and guaranteeing that Contractor/Vendor shall promptly pay for all labor, materials, supplies, tools, equipment and other charges or costs of Contractor/Vendor in connection with the Work. Such performance and payment bond shall be in an amount determined by Owner.

10.3 Breach of this paragraph is a material breach subject to immediate termination.

11. Indemnity: Contractor/Vendor hereby agrees to indemnify, and hold the Owner, its directors, officers, employees, successors and assigns harmless from any and all claims, demands, liability, loss, damage, fines, penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of the Contractor/Vendor. Further:

11.1 Contractor/Vendor acknowledges that any such items or Work furnished hereunder may include in whole or in part with or without modification or improvements in equipment, machinery or items constructed by Owner, and that should such item or Work prove defective such charges claimed by Owner shall include consequential damages, penalties, taxes or assessments (including punitive damages), including counsel fees and the costs of defense, which may be imposed or incurred under any federal, state or local law,

ordinance or regulation upon or with respect to (a) the payment of compensation to any individual employed by Contractor/Vendor; (b) any discrimination against any individual employed by Contractor/Vendor on the basis of race, color, religion, sex, national origin or physical or mental handicap; (c) the protection of purchasers and users of consumer products; or (d) occupational safety and health.

11.2 In any and all claims against Owner or any of its agents or employees, by any employee of Contractor/Vendor, the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for Contractor/Vendor under workers compensation acts, disability benefits acts or employee benefit acts, or other applicable law. Contractor/Vendor assumes the entire liability for its own negligence, and as part of this Agreement waives all defenses available to Contractor/Vendor as an employer which limit the amount of Contractor/Vendor's liability to Owner to the amount of Contractor/Vendor's liability under any workers compensation, disability benefits or employee benefit acts.

12. Patents: Contractor/Vendor warrants that (a) goods furnished thereunder, and the sale and use thereof, shall not infringe any valid United States patent or trademark; and (b) Contractor/Vendor shall indemnify Owner for its costs to defend any suit instituted against Owner, its agents or customers, charging infringement of any United States patent or trademark by virtue of the possession, use or sale of any goods furnished thereunder is enjoined because of patent infringement. Contractor/Vendor within a reasonable amount of time shall at Contractor/Vendor's expense procure for Owner its agents or customer, the right to continue using such goods with non-infringing goods or modify such goods so that they become non-infringing or remove such goods and refund to Owner any sums paid therefore, including transportation and installation charges.

13. Cancellation: Time of delivery of this Purchase Agreement is of the essence and Owner may, by written notice of default to Contractor/Vendor, cancel the whole or any part of this Purchase Agreement (a) if Contractor/Vendor fails to make delivery of the goods or perform the services within the time specified herein or any extensions thereof; or (b) if Contractor/Vendor fails to perform or so fails to make progress as to endanger performance thereunder, and in either circumstance does not cure such failure within a period of two (2) days after receipt of notice from Owner specifying such failure. Owner, by written notice to Contractor/Vendor, may cancel the whole or any part of this Purchase Agreement when it is in the best interest of Owner or when Owner has been notified of modification of the specifications pertaining thereto. If this Purchase Agreement is so canceled, the Contractor/Vendor shall be compensated as follows: (a) for materials delivered and services performed, the reasonable value as part of the Contract Price; (b) for materials not identified to this Purchase Agreement and service not performed, no compensation; and (c) for Contractor/Vendor's lost profits or incidental or consequential loss, no compensation.

14. Remedies: Contractor/Vendor shall, for the duration of its warranties under paragraph 9 herein, at the discretion of Owner and at the expense of Contractor/Vendor, replace, repair and insure any and all faulty or imperfect goods, materials or Work furnished or performed by Contractor/Vendor thereunder. In the event Contractor/Vendor fails to do so, Owner may furnish or perform the same, and may recover from Contractor/Vendor the cost and expense directly or indirectly resulting there from, including all consequential damages but not limited to the cost or expense of inspection, testing, removal, replacement, re-installation, destruction of other materials resulting there from, any increased cost or expense to Owner in its performance under contracts with others, and reasonable attorneys fees incurred by the Owner in connection with Vendor's default and Owner's enforcement of its rights under this Purchase Agreement. The foregoing remedies shall be available in addition to all other remedies available to Owner in equity or at law including the Uniform Commercial Code.

15. Compliance With Laws: During the performance hereunder, Contractor/Vendor agrees to give all notices and comply with all Laws and Regulations of the United States and/or the State of Illinois applicable to the performance of the Work, including but not limited to those Laws and Regulations regarding the payment of prevailing wages, non-discrimination laws, employment of Illinois workers, labor, wage and collective bargaining. Except where otherwise expressly required by applicable Laws and Regulations, Owner shall not be responsible for monitoring Contractor/Vendor's compliance with any Laws or Regulations.

16. Notices: All notices, demands, requests or other communications which may be or are required to be given, served, or sent by any party to any other party pursuant to this Purchase Agreement shall be in writing and shall be hand delivered, or sent by courier, or via facsimile with confirmation to the addresses shown on the Purchase Agreement.

17. Records, Reports and Information: Contractor/Vendor agrees to furnish Owner with reports and information regarding the Work performed under this Purchase Agreement, at such times as Owner may reasonably request, making full disclosure of efforts made by Contractor/Vendor and the results thereof. Contractor/Vendor agrees to maintain records, documents, and other evidence which will accurately show the time spent and Work performed under this Purchase Agreement for a minimum period of five (5) years after completion of the Work, and such records shall be subject to audit by the Owner upon reasonable advance notice to Contractor/Vendor on a mutually agreed date and time.

18. Tobacco Use: Contractor/Vendor, and its agents or employees, shall refrain from smoking, or the use of any tobacco, on designated Village campuses, both indoors and outdoors, in Village-owned vehicles and in privately-owned vehicles parked on campus property at any time, including non-working hours. Designated Village campuses consist of the William J. Ganek Municipal Center, Historic Village Hall, Public Works Facility, Wastewater Treatment Plant, Water Treatment Plants, and Pumping Stations. Leaving the remains of tobacco products or any other related waste product on Village property is further prohibited.

19. Assignment: Contractor/Vendor shall not assign this Purchase Agreement without written consent of Owner. Owner may unilaterally assign its rights under this Purchase Agreement upon reasonable notice to Contractor/Vendor.

20. **Waiver:** Either party's failure to insist in any one or more instances, upon the strict performance of any provision hereof or to exercise any right hereunder shall not be deemed to be a waiver or relinquishment of the future performance of any such provision or the future exercise of such right, but the obligation of Contractor/Vendor and Owner with respect to such future performance shall continue in full force and effect.

21. **Controlling Law, Severability:** The validity of this Purchase Agreement or any of its provisions and the sufficiency of any performance thereunder shall be determined under the laws of Illinois. Venue shall be in McHenry County, Illinois. The Owner is entitled to recover its reasonable attorneys' fees incurred in enforcing the terms of this Purchase Agreement. If any provision or requirement of this Purchase Agreement is declared or found to be unenforceable that balance of this Purchase Agreement shall be interpreted and enforced as if the unenforceable provision or requirement was never a part hereof.

22. **PREVAILING WAGE NOTICE:** This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/01 *et seq.*, which requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at <http://www.state.il.us/agency/idol/rates/rates.HTM>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, *including but not limited to*, all wage, notice and record keeping duties.

CONTRACTOR/VENDOR:

Tom Whalla

3/2/18
Date

THE ADDENDUM TO PURCHASE ORDER IS
ATTACHED HERETO AND INCORPORATED BY REFERENCE
AS THOUGH FULLY SET FORTH HEREIN.

TW 3/2/18

ADDENDUM TO PURCHASE ORDER

This Addendum to Purchase Order is entered into by Village of Algonquin (hereinafter "Owner") and Core & Main LP (hereinafter "Contractor/Vendor") for the purpose of amending and modifying that certain Purchase Order for Project: Sensus FlexNet AMI System, dated February 15, 2018, (the "Agreement"). It is the express intention of the parties that, to the extent of the terms of this Addendum only, this Addendum shall supersede and control over the terms of the Agreement and any prior addenda thereto. Acceptance of the Agreement by Contractor/Vendor is made expressly conditioned on assent by Owner to the additional or different terms.

The Agreement is hereby modified as follows:

1. Vendor's legal name is hereby amended as follows: "Core & Main LP."

FACE OF PURCHASE ORDER

2. **WARRANTIES and INDEMNIFICATION.** On line 4, insert "ACTUAL AND DIRECT" before "CLAIMS."

SUPPLEMENTAL CONDITIONS

3. **Acceptance of Purchase Agreement.** On line 2, begin deleting "hereof and in the..." and continue to delete through "rejection thereof" and replace with "and as modified herein." On line 5, begin deleting "may be accepted..." and continue to delete through the end of the paragraph and replace with "will be accepted by written acknowledgement from Contractor/Vendor."
4. **Amendment, Modification or Substitution.** On line 1, after "Purchase Agreement" insert "and Addendum to Purchase Agreement."
5. **Inspection and Acceptance.** On line 7, insert "actual and direct" before "cost."
6. **Payment 8.1.** Delete the last two sentences of this section in their entirety.
7. **Contractor/Vendor Warranty.** On line 1, delete "or implied." On line 3, delete "merchantable and" and delete "fit for the purpose intended as well as." Delete the last sentence of this paragraph in its entirety and replace with "Notwithstanding anything contained herein to the contrary, the manufacturer's warranty only shall apply to all materials purchased by Owner hereunder. Owner acknowledges that Contractor/Vendor is a distributor of materials only, and therefore offers no additional warranties. CONTRACTOR/VENDOR SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. In no event shall Contractor/Vendor be liable for any indirect, incidental, special, exemplary or consequential damages of any kind."

8. Insurance and Bonds.

10.1. At the end of line 3, delete the sentence in its entirety that begins, "Liability insurance limits..." On line 6, delete "and such other documentation (including a copy of all or part of the policy)."

10.2. On line 1, delete "Contractor/Vendor" and replace with "The Owner." Also on line 1, begin deleting "and with surety..." and continue to delete through the end of the section.

9. Indemnity. On line 2, insert "actual and direct" before "claims" and insert "reasonable" before "attorney's fees."

11.1. On line 3, delete "consequential" and replace with "actual and direct." On line 4, delete "(including punitive damages)" and insert "reasonable" before "counsel fees."

11.2. At the end of line 4, begin deleting "and as part of this..." and continue to delete through the end of the paragraph.

10. Patents. On line 1, after "warrants that" insert "only when arising from designs or specifications created by Core & Main."

11. Cancellation. At the end of this paragraph, insert "Notwithstanding anything contained herein to the contrary, Contractor/Vendor shall not be liable for damages or delay arising out of force majeure or circumstances beyond Contractor/Vendor's control."

12. Remedies. On line 4, delete "or indirectly." At the end of line 4, delete "consequential" and replace with "actual and direct." On line 6, delete "any increased cost or expense to Owner in its performance under contracts with others." At the end of line 8, begin deleting "including the Uniform Commercial Code."

13. Assignment. On line 2, delete "reasonable notice to" and replace with "written consent from."

Except as specifically amended in this Addendum, the Agreement and all prior addenda thereto shall remain in full force and effect.

VILLAGE OF ALGONQUIN

By: _____

Name: _____

Title: _____

Date: _____

CORE & MAIN LP

By: Tom Whallo

Name: THOMAS L WHALLO JR

Title: DISTRICT MGR

Date: 3/2/18

United Meters, Inc.

798 Gore Road
Morris, IL 60450

Phone # 815-941-1061
Fax # 815-941-1001



E-mail unitedmeters@yahoo.com

QUOTE

Date	Quote #
12/19/2017	303

Village of Algonquin
Attn: Robert Mitchard, II
110 Meyer Dr
Algonquin, IL 60102

Project
Water Meter Replacements
Year 1: 6/1/17 - 5/31/2018

Item	Description	Rate	Qty	Total
5/8" Meter	Replace 5/8x1/2", 5/8x3/4", or 3/4" Short Meter and Install MXU Outside Using Existing Wire.	112.00	948	106,176.00
3/4" Meter	Replace 3/4" Meter and Install MXU Outside Using Existing Wire.	112.00	9,478	1,061,536.00
1" Meter	Replace 1" Meter and Install MXU Outside Using Existing Wire.	112.00	287	32,144.00
1 1/2" Meter	Replace 1 1/2" Meter and Install MXU Outside Using Existing Wire.	265.00	117	31,005.00
2" Meter	Replace 2" Meter and Install MXU Outside Using Existing Wire.	275.00	62	17,050.00
3" Meter	Replace 3" Meter and Install MXU Outside Using Existing Wire.	525.00	14	7,350.00
4" Meter	Replace 4" Meter and Install MXU Outside Using Existing Wire.	625.00	3	1,875.00
6" Meter	Replace 6" Meter and Install MXU Outside Using Existing Wire.	1,650.00	3	4,950.00
MXU Only Outside	Install TouchCoupler MXU Outside Building Using Existing Wire. No Entry into Building required. All work outside.	78.00		78.00
MXU Only Inside	Install MXU Only but Entry Inside Building is Required (i.e. Repair Wire or Inside MXU Install)	100.00		100.00
Uni-Pro Program	Reprogram Register Wheels on Meter.	15.00		15.00
Run New Wire	Additional Charge per Install to Run New Wire From Meter to MXU Outside.	45.00		45.00
1/2" Ball Valve	Supply and Replace Existing 1/2" Valve with new 1/2" ball valve.	190.00		190.00
3/4" Ball Valve	Supply and Replace Existing 3/4" Valve with new 3/4" ball valve.	200.00		200.00
1" Ball Valve	Supply and Replace Existing 1" Valve with new 1" ball valve.	225.00		225.00
Hard Plumb	Correct Hard Plumbed Meter. Install meter coupling for 5/8", 3/4", & 1" Meters. Includes labor and Meter Coupling. Price is per each side of meter.	125.00		125.00
Grounding Wire	Supply / Install Grounding Wire/Clamps on Meter Water lines for Residential Meters up to 1" in Size. Includes Labor & Materials. Village is responsible for approving the Proper Sized Ground Wire. UMI assumes NO Liability on Improper Ground Wire Sizing.	40.00		40.00
Freeze Line	Freezing of Water Service Line up to 1" Pipe Size Only.	250.00		250.00
Labor	Man-Hour Labor To Repair and/or Replacement of Interior House Plumbing.	140.00		140.00
<p>Prices Good Through 5/31/2018.</p> <p>UMI will; mail customer notifications (up to 3 letters + 2 door tags each) and then Customer is Village's Responsibility, perform all scheduling, and provide Meter Installation data to Utility in an Electronic spreadsheet format. Utility responsible for creating program to integrate data into billing software.</p> <p>United Meters, Inc.'s Quoted Prices are for Labor Only to Replace Current Meter with New Meter of same lay length. UMI will supply Meter Appurtenances. Priced Per Installed Unit. Price Does Not Cover Replumbing to Get New Meter to Fit. Village of Algonquin is to Supply All Meters, MXUs, and TouchPads (if needed). Pit Meters are Extra and can be Quoted on Request. Digital Pictures of Installations Not included in Quote. UMI Not responsible for B-Box or Outside Curb Valve repairs.</p>				

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United Meters, Inc.

798 Gore Road
Morris, IL 60450

Phone # 815-941-1061

Fax # 815-941-1001



E-mail unitedmeters@yahoo.com

QUOTE

Date	Quote #
12/19/2017	304

Village of Algonquin
Attn: Robert Mitchard, II
110 Meyer Dr
Algonquin, IL 60102

Project
Water Meter Replacements
Year 2: 6/1/18 - 5/31/2019

Item	Description	Rate	Qty	Total
5/8" Meter	Replace 5/8x1/2", 5/8x3/4", or 3/4" Short Meter and Install MXU Outside Using Existing Wire.	115.00	948	109,020.00
3/4" Meter	Replace 3/4" Meter and Install MXU Outside Using Existing Wire.	115.00	9,478	108,997.00
1" Meter	Replace 1" Meter and Install MXU Outside Using Existing Wire.	115.00	287	33,005.00
1 1/2" Meter	Replace 1 1/2" Meter and Install MXU Outside Using Existing Wire.	270.00	117	31,590.00
2" Meter	Replace 2" Meter and Install MXU Outside Using Existing Wire.	280.00	62	17,360.00
3" Meter	Replace 3" Meter and Install MXU Outside Using Existing Wire.	550.00	14	7,700.00
4" Meter	Replace 4" Meter and Install MXU Outside Using Existing Wire.	650.00	3	1,950.00
6" Meter	Replace 6" Meter and Install MXU Outside Using Existing Wire.	1,700.00	3	5,100.00
MXU Only Outside	Install TouchCoupler MXU Outside Building Using Existing Wire. No Entry into Building required. All work outside.	81.00		81.00
MXU Only Inside	Install MXU Only but Entry Inside Building is Required (i.e. Repair Wire or Inside MXU Install)	103.00		103.00
Uni-Pro Program	Reprogram Register Wheels on Meter.	15.00		15.00
Run New Wire	Additional Charge per Install to Run New Wire From Meter to MXU Outside.	45.00		45.00
1/2" Ball Valve	Supply and Replace Existing 1/2" Valve with new 1/2" ball valve.	190.00		190.00
3/4" Ball Valve	Supply and Replace Existing 3/4" Valve with new 3/4" ball valve.	200.00		200.00
1" Ball Valve	Supply and Replace Existing 1" Valve with new 1" ball valve.	225.00		225.00
Hard Plumb	Correct Hard Plumbed Meter. Install meter coupling for 5/8", 3/4", & 1" Meters. Includes labor and Meter Coupling. Price is per each side of meter.	125.00		125.00
Grounding Wire	Supply / Install Grounding Wire/Clamps on Meter Water lines for Residential Meters up to 1" in Size. Includes Labor & Materials. Village is responsible for approving the Proper Sized Ground Wire. UMI assumes NO Liability on Improper Ground Wire Sizing.	40.00		40.00
Freeze Line	Freezing of Water Service Line up to 1" Pipe Size Only.	250.00		250.00
Labor	Man-Hour Labor To Repair and/or Replacement of Interior House Plumbing.	140.00		140.00
<p>Prices Good Through 5/31/2019.</p> <p>UMI will: mail customer notifications (up to 3 letters + 2 door tags each) and then Customer is Village's Responsibility, perform all scheduling, and provide Meter Installation data to Utility in an Electronic spreadsheet format. Utility responsible for creating program to integrate data into billing software.</p> <p>United Meters, Inc.'s Quoted Prices are for Labor Only to Replace Current Meter with New Meter of same lay length. UMI will supply Meter Appurtenances. Priced Per Installed Unit. Price Does Not Cover Replumbing to Get New Meter to Fit. Village of Algonquin is to Supply All Meters, MXUs, and TouchPads (if needed). Pit Meters are Extra and can be Quoted on Request. Digital Pictures of Installations Not included in Quote. UMI Not responsible for B-Box or Outside Curb Valve repairs.</p>				

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United Meters, Inc.

798 Gore Road
Morris, IL 60450

Phone # 815-941-1061
Fax # 815-941-1001



E-mail unitedmeters@yahoo.com

QUOTE

Date	Quote #
12/19/2017	305

Village of Algonquin
Attn: Robert Mitchard, II
110 Meyer Dr
Algonquin, IL 60102

Project
Water Meter Replacements
Year 3: 6/1/19 - 5/31/2020

Item	Description	Rate	Qty	Total
5/8" Meter	Replace 5/8x1/2", 5/8x3/4", or 3/4" Short Meter and Install MXU Outside Using Existing Wire.	118.00	948	111,864.00
3/4" Meter	Replace 3/4" Meter and Install MXU Outside Using Existing Wire.	118.00	9,478	1118404.00
1" Meter	Replace 1" Meter and Install MXU Outside Using Existing Wire.	118.00	287	33,866.00
1 1/2" Meter	Replace 1 1/2" Meter and Install MXU Outside Using Existing Wire.	275.00	117	32,175.00
2" Meter	Replace 2" Meter and Install MXU Outside Using Existing Wire.	285.00	62	17,670.00
3" Meter	Replace 3" Meter and Install MXU Outside Using Existing Wire.	575.00	14	8,050.00
4" Meter	Replace 4" Meter and Install MXU Outside Using Existing Wire.	675.00	3	2,025.00
6" Meter	Replace 6" Meter and Install MXU Outside Using Existing Wire.	1,725.00	3	5,175.00
MXU Only Outside	Install TouchCoupler MXU Outside Building Using Existing Wire. No Entry into Building required. All work outside.	84.00		84.00
MXU Only Inside	Install MXU Only but Entry Inside Building is Required (i.e. Repair Wire or Inside MXU Install)	106.00		106.00
Uni-Pro Program	Reprogram Register Wheels on Meter.	15.00		15.00
Run New Wire	Additional Charge per Install to Run New Wire From Meter to MXU Outside.	45.00		45.00
1/2" Ball Valve	Supply and Replace Existing 1/2" Valve with new 1/2" ball valve.	190.00		190.00
3/4" Ball Valve	Supply and Replace Existing 3/4" Valve with new 3/4" ball valve.	200.00		200.00
1" Ball Valve	Supply and Replace Existing 1" Valve with new 1" ball valve.	225.00		225.00
Hard Plumb	Correct Hard Plumbed Meter. Install meter coupling for 5/8", 3/4", & 1" Meters. Includes labor and Meter Coupling. Price is per each side of meter.	125.00		125.00
Grounding Wire	Supply / Install Grounding Wire/Clamps on Meter Water lines for Residential Meters up to 1" in Size. Includes Labor & Materials. Village is responsible for approving the Proper Sized Ground Wire. UMI assumes NO Liability on Improper Ground Wire Sizing.	40.00		40.00
Freeze Line	Freezing of Water Service Line up to 1" Pipe Size Only.	250.00		250.00
Labor	Man-Hour Labor To Repair and/or Replacement of Interior House Plumbing.	140.00		140.00
<p>Prices Good Through 5/31/2020.</p> <p>UMI will: mail customer notifications (up to 3 letters + 2 door tags each) and then Customer is Village's Responsibility, perform all scheduling, and provide Meter Installation data to Utility in an Electronic spreadsheet format. Utility responsible for creating program to integrate data into billing software.</p> <p>United Meters, Inc.'s Quoted Prices are for Labor Only to Replace Current Meter with New Meter of same lay length. UMI will also supply Meter Apputances. Priced Per Installed Unit. Price Does Not Cover Replumbing to Get New Meter to Fit. Village of Algonquin is to Supply All Meters, MXUs, and TouchPads (if needed). Pit Meters are Extra and can be Quoted on Request. Digital Pictures of Installations Not included in Quote. UMI Not responsible for B-Box or Outside Curb Valve repairs.</p>				

VILLAGE OF ALGONQUIN PURCHASE AGREEMENT - CONSTRUCTION (Small Projects – Labor & Materials)

Date: February 5, 2018

Purchase Order No. 070001

Project: <u>Meter Installation</u>	Location: <u>Village of Algonquin</u>
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Originating Department:

Owner	Contractor/Vendor	Architect/Engineer
Village of Algonquin Address: 110 Meyer Drive, Algonquin, IL 60102 Phone: 847-658-2700 x4402 Fax: 847-658-2759 Contact: Robert Mitchard, III	Name: United Meters, Inc. (UMI) Address: 798 Gore Road, Morris, IL 60450 Phone: 815-941-1061 Fax: 815-941-1001 Contact:	Name: Address: Phone: Fax: Contact:

PREVAILING WAGE NOTICE: This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/01 *et seq.*, which requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at <http://www.state.il.us/agency/idol/rates/rates.HTM>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties.

COST OF WORK: The Contract Price of the Work under this Purchase Agreement is \$ _____.

SCOPE OF WORK: Furnish the Work/items described below in accordance with the following plans and specifications:

- ☐ General Contract, dated _____, 20____ ☐ Specification No(s): _____, dated _____, 20____
☐ Plans dated : _____ ☐ Addendum No(s): _____
☐ Other: _____

The following prices shall remain in effect for the duration of project:

QUANTITY	UNIT OF MEASURE	DESCRIPTION/ITEMS	LUMP SUM UNIT PRICE	EXTENSION
1	N/A	See Attached Quote from UMI dated 12/19/17	\$ _____	\$ _____
			TOTAL	\$ _____

NOTES:

- 1) _____
 2) _____

WARRANTIES and INDEMNIFICATION: Contractor/Vendor agrees to provide the following warranties for the Work: (a) all workmanship to be warranted for a period of one (1) year - manufacturer warrants material; and (b) all other warranties contained elsewhere in the Contract Documents or Supplemental Conditions hereto. Further, **CONTRACTOR/VENDOR SHALL FULLY INDEMNIFY AND SAVE THE VILLAGE OF ALGONQUIN HARMLESS FROM ALL CLAIMS, LIENS, FEES, AND CHARGES, AND THE PAYMENT OF ANY OBLIGATIONS ARISING THEREUNDER**, pursuant to the provisions in the Supplemental Conditions hereto.

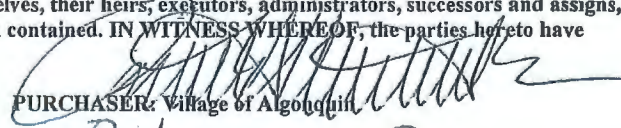
CONTRACT TIMES: Contractor/Vendor agrees to commence Work within forty-eight (48) hours of receipt of the Owner's Notice to Proceed, and to complete the Work within the three-year time-line described in the Attached Quote from UMI. Time is of the essence.

THE TERMS OF THIS PURCHASE AGREEMENT AND THE ATTACHED SUPPLEMENTAL CONDITIONS ARE THE ENTIRE AGREEMENT BETWEEN THE VILLAGE/OWNER AND VENDOR. No payment will be issued unless a copy of this Purchase Agreement is signed, and dated and returned to the Owner. Material certifications/test reports required. All domestic material, unless otherwise specified. Purchase exempt from sales and/or use taxes.

ACCEPTANCE OF PURCHASE AGREEMENT: The parties, for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of all terms and provisions herein contained. **IN WITNESS WHEREOF**, the parties hereto have executed this Purchase Agreement the day and year written below.

CONTRACTOR/VENDOR:

By: 
 Authorized Vendor Representative


 PURCHASER: Village of Algonquin
Public Works Director
 Title:

Dated: _____

2/2/2018

SUPPLEMENTAL CONDITIONS

1. **Acceptance of Purchase Agreement:** The Purchase Agreement is an offer to contract, buy or rent and not an acceptance of an offer to contract, sell or rent. Acceptance of this Purchase Agreement is expressly limited to the terms hereof, and in the event that Contractor/Vendor's acknowledgment or other response hereto states terms additional to or different from those set forth herein, this Purchase Agreement shall be deemed a notice of objection to such additional or different terms and rejection thereof. This Purchase Agreement may be accepted by the commencement of any Work hereunder or the delivery of any goods herein ordered, and, in any event, shall be deemed accepted in its entirety by Contractor/Vendor unless Owner is notified to the contrary within ten (10) days from its date of issue.

2. **Amendment, Modification or Substitution:** This Purchase Agreement contains the entire agreement between the parties. Any modification or rescission thereof must be in writing and signed by Owner. No proposals or prior dealings of the parties or trade custom not embodied herein shall alter the interpretation or enforcement of this Purchase Agreement.

3. **Familiarity With Plans; Qualifications:** Contractor/Vendor acknowledges that it (a) has examined the site of the proposed Work and is familiar with the conditions surrounding same; and (b) has examined the plans and drawings, and has studied and is aware of, and satisfied with, the requirements of the Contract Documents. Contractor/Vendor represents to Owner that it is fully experienced and properly qualified as an expert to perform the class of work provided for herein, and that it is properly equipped, organized and financed to handle such work. Contractor/Vendor shall finance its own operations hereunder, shall operate as an independent contractor and not as the agent of Owner, and shall hold Owner free and harmless from all liability, costs and charges by reason of any act or representations of Contractor/Vendor, its agents or employees.

4. **Workmanship; Safety:** All Work shall be performed by Contractor/Vendor in a neat, skillful and workmanlike manner, and all materials furnished by Contractor/Vendor shall be new and of the best description and quality of their respective kinds, unless otherwise specified and ordered by Owner in writing. All Work and/or materials shall be subject to the inspection and approval of the Owner, its engineers and representatives. Contractor/Vendor is responsible for its own and its employees' activities on the jobsite, including but not limited to, the methods of work performance, superintendence, sequencing of work, and safety in, on or about the jobsite area in which it is performing the Work under this Purchase Agreement. Owner and Contractor/Vendor shall not require any laborer or mechanic employed in performance of this Purchase Agreement to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous to his health or safety, as determined under applicable federal and Illinois construction safety and health standards

5. **Extra's and Change Orders:** No claim by Contractor/Vendor that any instructions, by drawing or otherwise, constitute a change in Contractor/Vendor's performance hereunder, for which Contractor/Vendor should be paid additional compensation shall be valid, unless prior to commencing such allegedly extra or changed performance, Contractor/Vendor shall have received a written supplement to this Purchase Agreement authorizing such performance signed on behalf of Owner by a person having actual authority to do so. No claim for additional compensation on the basis that Contractor/Vendor has incurred any expense by reason of any act or failure to act or Owner or its contractor, subcontractor, materialmen or any other party shall be valid unless made in writing within 30 days of the alleged act or failure to act and approved by Owner, provided, however, that if the Contractor/Vendor should be delayed in furnishing the articles, items, equipment or materials (hereinafter sometimes referred to as "goods") or services or Work (hereinafter sometimes referred to as "Work") ordered herein, by the omission, neglect or default of Owner, its agents or employees, Contractor/Vendor shall be entitled to no additional compensation or damages for such delay, and shall be entitled only to an extension of time for a period equal to the time lost as a result of the aforesaid causes, determined by Owner. Any charges for extra not so authorized will not be paid.

6. **Inspection and Acceptance:** Owner shall have the right at all reasonable times to inspect and test all goods, materials or Work furnished by Contractor/Vendor and all Work performed or furnished by Contractor/Vendor. Notwithstanding any prior inspection, the passage of title or any prior payment, all goods, material and Work furnished thereunder are subject to final inspection and acceptance by Owner at its job site. If, after inspection, Owner rejects any goods furnished by Contractor/Vendor thereunder, Owner may, at its election, return those goods to Contractor/Vendor at Contractor/Vendor's expense, including the cost of any inspection and testing thereof. If Contractor/Vendor fails to proceed promptly with the correction or replacement of any rejected goods or Work, Owner may replace or correct such items or Work by purchase or manufacture and charge the cost incurred thereby to Contractor/Vendor or terminate this Purchase Agreement for default in accordance with paragraph 12 herein. By inspecting and not rejecting any goods and Work furnished thereunder, Owner shall not be precluded thereby from subsequently revoking its acceptance thereof if the goods or Work are later discovered to be nonconforming with this Purchase Agreement or the specifications and drawings applicable hereto, even if the defect does not substantially impair value to Owner.

7. **Taxes, Delivery, Risk of Loss:** Unless indicated to the contrary on the face hereof, it shall be the responsibility of Contractor/Vendor to arrange for and complete delivery of all goods or materials. If the goods or materials furnished thereunder are equipment, Contractor/Vendor shall give Owner two (2) working days' advance notice of delivery. All goods or materials furnished by Contractor/Vendor should be shipped in the manner and at the times indicated on the face hereof at the expense of

Contractor/Vendor, it being understood that the risk of loss with respect to such goods is with Contractor/Vendor until such goods come into the actual possession of Owner, regardless of the mode of delivery or earlier passage of title. This project is tax exempt. The Owner's tax-exempt number is E 9995 0855 05.

8. Payment: Owner will make partial payments to the Contractor/Vendor from time to time for the Work performed and the materials furnished by the Contractor/Vendor. Provided, however, in no event shall Owner be obligated to pay Contractor/Vendor any sum that exceeds the Contract Price absent a written change order executed by Owner.

8.1 Prior to issuance of any payments by the Owner to the Contractor/Vendor, the Contractor/Vendor shall furnish to the Owner (in a form suitable to the Owner) an application for the payment then due, together with receipts, waivers of claim and other evidence showing the Contractor/Vendor's payments for materials, labor and other expense incurred in the Contractor/Vendor's Work hereunder. The Owner will, at all times, be entitled to retain ten percent (10%) of all monies due and owing to the Contractor/Vendor as a part security for the faithful performance of this Agreement. This ten percent (10%) so withheld will not be paid to the Contractor/Vendor until the Owner has issued to the Contractor/Vendor a final acceptance of the Project.

8.2 Owner may withhold the whole or any part of any payment due to the Contractor/Vendor to the extent necessary to protect and indemnify the Owner from loss on account of (a) defective Work not remedied; (b) claims filed or reasonable evidence indicating probable filing of claims; (c) failure of the Contractor/Vendor to make payments promptly for material or labor; or (d) Contractor/Vendor's failure to furnish Owner with all written warranties and operational manuals for the Work.

8.3 Contractor/Vendor hereby authorizes the OWNER (1) to deduct from any amount due or becoming due the Contractor/Vendor under this Agreement for all amounts owing from the Contractor/Vendor to (a) the Owner for back-charges or services furnished for the account of the Contractor/Vendor; (b) the Owner for damages sustained whether through negligence of the Contractor/Vendor or through failure of the Contractor/Vendor to act as may be otherwise detailed herein; (c) materialmen; (d) subcontractors; (e) laborers; and (f) others for services and materials furnished to the Contractor/Vendor for the Work performed under this Agreement, and (2) to apply the amount so deducted to the payment of said materials, services, damages or back-charges applying such monies so available in the Agreement hereinbefore set forth.

8.4 Owner, without invalidating this Agreement, may make changes by altering, adding to or deducting from the Work to be performed. The value of any such changes will be determined as follows: (a) by the unit prices named in this Agreement, if any; or (b) by agreement in writing between the Owner and the Contractor/Vendor as to the value of the time and materials for the changes in the Work. In any event, the Contractor/Vendor will keep and present, in any form as the Owner may direct, a correct account of the net cost of any extra labor and materials, together with vouchers referring to the same.

8.5 Notwithstanding the payment in full for the Work hereunder, the Contractor/Vendor will be liable to repair or replace any imperfect workmanship or other faults; and if the Contractor/Vendor fails to repair or replace the imperfect workmanship or other faults, the Owner may do the Work and recover from the Contractor/Vendor the cost and expense thereof. No payment on account will be construed or considered as an approval of the Work for which payment is made.

9. Contractor/Vendor Warranty: Contractor/Vendor warrants in addition to all warranties which are imposed or implied by law or equity that all materials and Work furnished thereunder (a) shall conform to any specifications and drawings applicable to this Purchase Agreement; (b) shall be merchantable and of good quality and workmanship; (c) shall be fit for the purpose intended as well as the propose for which such goods, materials or Work are generally used; and (d) except for rented equipment, shall be free from defects for a period of one (1) year, or such longer period as is specified in the Scope of Work or Contract Documents, from the date such Work is performed or such materials are utilized or installed, and if installed as part of a structure or utilized equipment, for one (1) year or such longer period as is specified in the Contract Documents, from the date any such goods, materials or Work hereunder is accepted in writing by Owner. Contractor/Vendor expressly agrees that the statute of limitations with respect to Contractor/Vendor's warranties shall begin to run on the date of acceptance by Owner.

10. Insurance and Bonds:

10.1 Contractor/Vendor shall at all times maintain business automobile, commercial liability and workers compensation insurance covering its work and all obligations under this Purchase Agreement, and shall name the Owner as an additional insured on its commercial liability insurance policies for Contractor/Vendor operations under this Purchase Agreement. Liability insurance limits shall be in such amounts and include such coverages as set forth in the VILLAGE OF ALGONQUIN PURCHASE ORDER INSURANCE REQUIREMENTS attached to this Agreement. Contractor/Vendor shall furnish the Village with a certificate of insurance and such other documentation (including a copy of all or part of the policy) to the Village at the time of execution of this Agreement and thereafter on an annual basis on the anniversary date of this Agreement or at any other time as the Village deems necessary to establish compliance with this provision.

10.2 Contractor/Vendor shall furnish and pay for surety bonds and with surety or sureties satisfactory to Owner, guaranteeing the full performance of all of the conditions and terms hereof and guaranteeing that Contractor/Vendor shall promptly pay for all labor, materials, supplies, tools, equipment and other charges or costs of Contractor/Vendor in connection with the Work. Such performance and payment bond shall be in an amount determined by Owner.

10.3 Breach of this paragraph is a material breach subject to immediate termination.

11. Indemnity: Contractor/Vendor hereby agrees to indemnify, and hold the Owner, its directors, officers, employees, successors and assigns harmless from any and all claims, demands, liability, loss, damage, fines, penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of the Contractor/Vendor or those working at their direction.

Further:

11.1 Contractor/Vendor acknowledges that should any items or Work furnished hereunder prove defective, including damage to Owner supplied or constructed items, equipment or machinery, or if Contractor/Vendor is charged with any violation of any state or federal laws or regulations, the Owner shall be entitled to recover damages for breach of this Agreement, including but not limited to consequential damages, penalties, taxes or assessments (including punitive damages), costs and attorney's fees.

11.2 In any and all claims against Owner or any of its agents or employees, by any employee of Contractor/Vendor, the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for Contractor/Vendor under workers compensation acts, disability benefits acts or employee benefit acts, or other applicable law. Contractor/Vendor assumes the entire liability for its own negligence, and as part of this Agreement waives all defenses available to Contractor/Vendor as an employer which limit the amount of Contractor/Vendor's liability to Owner to the amount of Contractor/Vendor's liability under any workers compensation, disability benefits or employee benefit laws.

12. Patents: Contractor/Vendor warrants that (a) goods furnished thereunder, and the sale and use thereof, shall not infringe any valid United States patent or trademark; and (b) Contractor/Vendor shall indemnify Owner for its costs to defend any suit instituted against Owner, its agents or customers, charging infringement of any United States patent or trademark by virtue of the possession, use or sale of any goods furnished thereunder is enjoined because of patent infringement. Contractor/Vendor within a reasonable amount of time shall at Contractor/Vendor's expense procure for Owner its agents or customer, the right to continue using such goods with non-infringing goods or modify such goods so that they become non-infringing or remove such goods and refund to Owner any sums paid therefore, including transportation and installation charges.

13. Cancellation: Time of delivery of this Purchase Agreement is of the essence and Owner may, by written notice of default to Contractor/Vendor, cancel the whole or any part of this Purchase Agreement (a) if Contractor/Vendor fails to make delivery of the goods or perform the services within the time specified herein or any extensions thereof; or (b) if Contractor/Vendor fails to perform or so fails to make progress as to endanger performance thereunder, and in either circumstance does not cure such failure within a period of two (2) days after receipt of notice from Owner specifying such failure. Owner, by written notice to Contractor/Vendor, may cancel the whole or any part of this Purchase Agreement when it is in the best interest of Owner or when Owner has been notified of modification of the specifications pertaining thereto. If this Purchase Agreement is so canceled, the Contractor/Vendor shall be compensated as follows: (a) for materials delivered and services performed, the reasonable value as part of the Contract Price; (b) for materials not identified to this Purchase Agreement and service not performed, no compensation; and (c) for Contractor/Vendor's lost profits or incidental or consequential loss, no compensation.

14. Remedies: Contractor/Vendor shall, for the duration of its warranties under paragraph 9 herein, at the discretion of Owner and at the expense of Contractor/Vendor, replace, repair and insure any and all faulty or imperfect goods, materials or Work furnished or performed by Contractor/Vendor thereunder. In the event Contractor/Vendor fails to do so, Owner may furnish or perform the same, and may recover from Contractor/Vendor the cost and expense directly or indirectly resulting there from, including all consequential damages but not limited to the cost or expense of inspection, testing, removal, replacement, re-installation, destruction of other materials resulting there from, any increased cost or expense to Owner in its performance under contracts with others, and reasonable attorneys fees incurred by the Owner in connection with Vendor's default and Owner's enforcement of its rights under this Purchase Agreement. The foregoing remedies shall be available in addition to all other remedies available to Owner in equity or at law including the Uniform Commercial Code.

15. Compliance With Laws: During the performance hereunder, Contractor/Vendor agrees to give all notices and comply with all Laws and Regulations of the United States and/or the State of Illinois applicable to the performance of the Work, including but not limited to those Laws and Regulations regarding the payment of prevailing wages, non-discrimination laws, employment of Illinois workers, labor, wage and collective bargaining. Except where otherwise expressly required by applicable Laws and Regulations, Owner shall not be responsible for monitoring Contractor/Vendor's compliance with any Laws or Regulations.

16. Notices: All notices, demands, requests or other communications which may be or are required to be given, served, or sent by any party to any other party pursuant to this Purchase Agreement shall be in writing and shall be hand delivered, or sent by courier, or via facsimile with confirmation to the addresses shown on the Purchase Agreement.

17. **Records, Reports and Information:** Contractor/Vendor agrees to furnish Owner with reports and information regarding the Work performed under this Purchase Agreement, at such times as Owner may reasonably request, making full disclosure of efforts made by Contractor/Vendor and the results thereof. Contractor/Vendor agrees to maintain records, documents, and other evidence which will accurately show the time spent and Work performed under this Purchase Agreement for a minimum period of five (5) years after completion of the Work, and such records shall be subject to audit by the Owner upon reasonable advance notice to Contractor/Vendor on a mutually agreed date and time.

18. **Tobacco Use:** Contractor/Vendor, and its agents or employees, shall refrain from smoking, or the use of any tobacco, on designated Village campuses, both indoors and outdoors, in Village-owned vehicles and in privately-owned vehicles parked on campus property at any time, including non-working hours. Designated Village campuses consist of the William J. Ganek Municipal Center, Historic Village Hall, Public Works Facility, Wastewater Treatment Plant, Water Treatment Plants, and Pumping Stations. Leaving the remains of tobacco products or any other related waste product on Village property is further prohibited.

19. **Assignment:** Contractor/Vendor shall not assign this Purchase Agreement without written consent of Owner. Owner may unilaterally assign its rights under this Purchase Agreement upon reasonable notice to Contractor/Vendor.

20. **Waiver:** Either party's failure to insist in any one or more instances, upon the strict performance of any provision hereof or to exercise any right hereunder shall not be deemed to be a waiver or relinquishment of the future performance of any such provision or the future exercise of such right, but the obligation of Contractor/Vendor and Owner with respect to such future performance shall continue in full force and effect.


21. **Controlling Law, Severability:** The validity of this Purchase Agreement or any of its provisions and the sufficiency of any performance thereunder shall be determined under the laws of Illinois. Venue shall be in McHenry County, Illinois. The Owner is entitled to recover its reasonable attorneys' fees incurred in enforcing the terms of this Purchase Agreement. If any provision or requirement of this Purchase Agreement is declared or found to be unenforceable that balance of this Purchase Agreement shall be interpreted and enforced as if the unenforceable provision or requirement was never a part hereof.

22. **PREVAILING WAGE NOTICE:** This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/01 *et seq.*, which requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at <http://www.state.il.us/agency/idol/rates/rates.HTM>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties.

23. **Arbitration.** Any controversy or claim arising out of or relating to this Purchase Order, or the breach thereof, shall be settled by binding arbitration administered by the American Arbitration Association under its Construction Industry Arbitration Rules or JAMS Dispute Resolution, as determined in the exclusive discretion of the Owner, at the Village of Algonquin Village Hall or Public Works Department, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The parties agree that an arbitration award by default may be entered upon the party failing to appear or defend itself in any arbitration proceeding.

24. **Recovery of Fees.** In the event of arbitration of this Purchase Order between the parties, or litigation of this Purchase Order, the non-prevailing party, as determined by the arbiter or court, shall pay all expenses incurred by the prevailing party, including, but not limited to (a) attorneys' fees, (b) filing costs, (c) witness fees, and (d) other general expenses of arbitration or litigation.

CONTRACTOR/VENDOR:



2/5/2018
Date



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

- M E M O R A N D U M -

DATE: Friday, March 09, 2018
TO: Mr. Robert Mitchard, II
FROM: Mr. Shawn M. Hurtig
SUBJECT: *Letter of Recommendation – Civil Engineering Ph. 1 Design Services*

Bob,

I have reviewed the Proposals for the Phase 1 Design Engineering Services as indicated in the Request for Proposal for the Harnish Drive IMS Roadway Rehab (VoA17-02-02A) project in the Village of Algonquin. Each proposal was reviewed with an emphasis on the firm's qualifications, expertise, work load, team makeup, and value. With that I have the following comments and recommendation.

The RFP was delivered to each company & contact listed below:

<u>Firm Name</u>	<u>First Name</u>	<u>Last Name</u>	<u>Street Address</u>	<u>Sub Address</u>	<u>City</u>	<u>State</u>
Bollinger, Lach, & Associates, Ltd.	Robert	Rollings	2100 Huntington Dr.	Suite A	Algonquin	IL
Chastain & Associates	Steve	Frerichs	120 W. Center Ct		Schaumburg	IL
Christopher B. Burke Engineering, Ltd.	Mike	Kerr	9575 W. Higgins Rd.	Suite 500	Rosemont	IL
Ciroba	Anthony	Wolff	5507 N. Cumberland Ave	Suite 402	Chicago	IL
Civiltech	Peter	Layer	500 Coventry Lane	Suite 290	Crystal Lake	IL
Engineering Enterprise, Inc.	Thomas	Talsma	52 Wheeler Road		Sugar Grove	IL
GSG Consultants, Inc.	Jay	Olsen	623 Cooper Court		Schaumburg	IL
Hampton, Lenzini, & Renwick	Scott	Rodseth	380 Shepard Dr.		Elgin	IL
HR Green	Akram	Chaudhry	420 N. Front St	Suite 100	McHenry	IL
Primera	Ted	Lachus	650 Warrenville Rd	Suite 200	Lisle	IL
Strand	Tony	Standish	1170 S. Houbolt Rd		Joliet	IL
Thomas Engineering	Thomas	Gill	238 S. Kenilworth Ave	Suite 100	Oak Park	IL
Trotter & Associates	Lou	Arrigoni	40W201 Wasco Rd.	Suite D	St. Charles	IL
V3 Engineering	Vince	Del Medico	7325 Janes Ave		Woodridge	IL

The following 6 firms have responded:

<u>Firm Name</u>	<u>Price</u>	<u>Attach C</u>	<u>Attach D</u>
Chastain & Associates	89,000.00	Yes	Yes
GSG Consultants	65,900.00	No	No
HR Green	96,789.00	Yes	Yes
Primera	84,482.00	Yes	Yes
Strand	137,520.00	Yes	Yes
V3 Engineering	97,400.00	Yes	Yes

Budget Analysis

The Village Capital Improvement fund code 04900300 - 42232 has this project listed with a board approved amount of \$100,000.00. This line item was also used for the geotechnical design which was approved in the amount of \$20,350.00. This leaves a total budget for the Ph. 1 Design Services in the amount of \$79,650.00.

The average cost of all of the proposals is \$95,181.83, with average of the three low bids calculated at \$79,794, very close to our remaining budget amount indicating a well-scoped RFP for the required project services.

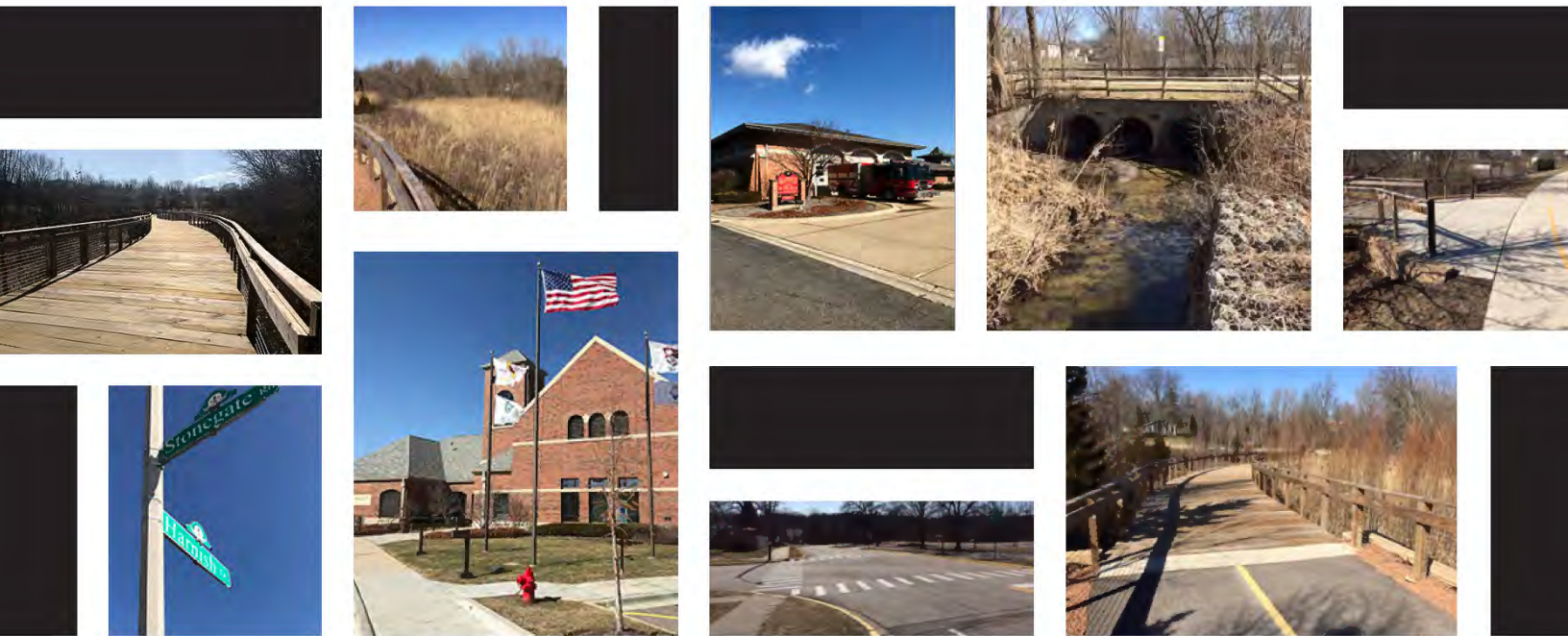
Recommendation

There are lots of variables to consider when recommending this contract. I know the first thing that comes to mind is the cost of the proposal. While GSG & Primera have the low bids, I would like to note that neither of these firm has yet to work for the Village and thus they are unfamiliar with our design standards. Typically, I am concerned with that aspect of the proposal when making a recommendation, however, when looking at the value that the GSG bid provides to the Village of Algonquin it is hard to look past their proposal. GSG has worked on several private projects in the Village, most recently the Clarendale of Algonquin Senior Housing development, and have performed adequately and their proposal includes significant similar work experience. Therefore, we recommend that the Committee of the Whole take the necessary action to move this approval on to the Board of Trustees to enter into a contract with GSG Consultants, Inc. for an amount not to exceed \$65,900.00. GSG has also recommended some changes to the project scope that will lower that number even further, and we will negotiate that savings following the Board's approval.

The project is scheduled for award by the Village Board on March 20th, 2018. Thus, the recommendation should go before the Committee of the Whole on March 13th, 2018.

Response to Request for Proposal for Civil Engineering Design Consultant Services for Harnish Drive IMS Roadway Rehab VOA17-02-02A

March 2, 2018



Engineering and Scientific Consulting Solutions



GSG CONSULTANTS, INC.
Engineers, Scientists & Construction Managers



GSG CONSULTANTS, INC.
Engineers, Scientists & Construction Managers

623 Cooper Court
Schaumburg, IL 60173

Integrity | Quality | Reliability

March 2, 2018

Mr. Shawn M. Hurtig, Project Manager
Village of Algonquin – Public Works Department
110 Meyer Drive
Algonquin, IL 60102

**Re: GSG Consultants, Inc.
Proposal – Civil Engineering Design Consultant Services
Harnish Drive IMS Roadway Improvements
VOA17-02-02A**

Dear Mr. Hurtig:

GSG Consultants, Inc. (GSG) is pleased to submit our response to the Request for Proposals for Civil Engineering Design Services issued on February 9, 2018 for the Harnish Drive IMS Roadway Improvements.

We have outlined the reasons why GSG offers the Village of Algonquin an exceptional team and resources for executing the outlined project.

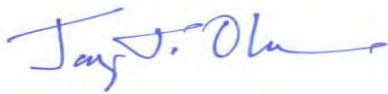
- **GSG's Project Manager is Jay Olson, P.E.** Mr. Olson has over 25 years of civil engineering and environmental experience in communities such as Aurora, Elgin, Hanover Park, Hinsdale, Itasca, and DuPage and McHenry Counties. His strengths include listening to the client, identifying project issues, and identifying sound design solutions.
- **GSG has identified two potential cost saving measures for this project that could realize savings of \$15,000 to \$18,000:**
 - 1) Reduce the limit of the Harnish Drive ROW topographic survey to those areas that require ADA upgrades.
 - 2) Perform the wetlands delineation, and cultural and natural resources evaluations after the Ratt Creek hydraulic analysis is performed, and confirm the need to replace the existing crossing structure.

- **GSG is prepared to mobilize immediately to begin this project.** However, we note that the Project Schedule in the RFP is very aggressive. Specifically, the field topographic surveys are weather dependent and will take about 3 to 4 weeks to complete in total.
- **GSG is a firm of over 100 professionals with 3 offices in Illinois.** We have a suburban office in Schaumburg, headquarters in Downtown Chicago, and an office in Springfield.
- **GSG has performed work for the Village of Algonquin and is very familiar with their design standards and the desire to work closely with Village Staff.**
- **GSG has reviewed the Village Engineering Consultant Agreement and is prepared to accept the terms of the Agreement as stated.**

We appreciate the opportunity to provide our response for your consideration and look forward to working with the Village of Algonquin on the Harnish Drive IMS Roadway Improvements.

If you have any questions or need additional information, please feel free to contact me at (630) 536-6807, or by e-mail at jolson@gsg-consultants.com.

Respectfully Submitted,
GSG CONSULTANTS, INC.



Jay T. Olson, P.E.
Project Manager





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SUMMARY

Understanding of the Project

The Village of Algonquin will be hiring a consultant to perform Phase I Preliminary Engineering Design Services for the rehabilitation of Harnish Drive from Sawmill Lane to Huntington Drive. The project does not include the Hanson Road intersection. The planned work involves removal and replacement of the existing HMA pavement, improvement of the existing subbase, and remediation of the subgrade if necessary; spot repairs on curbing and sidewalks; and new pavement markings. The condition of existing drainage structures will be assessed and rehabilitated as necessary, and landscaping disturbed by the project work will be restored.

ADA upgrades will be incorporated into the project. This will include providing details of each corner or street crossing.

The project includes an assessment of the existing culvert crossing located at Ratt Creek, approximately 500 feet south of Huntington Drive. The scope of work in this phase will include a topographic survey of the stream channel/floodplain, and a hydrologic/hydraulic study. A conceptual plan will be developed should the results of the study indicate that the culvert is undersized.

Harnish Drive currently functions as a Collector Roadway in the Village of Algonquin: the minimum structural number is 3.42. The existing street section is urban throughout the length of the project.

Project Approach

Our Project Approach has been developed from a February 20th, 2018 field reconnaissance, and GSG's extensive experience executing street rehabilitation projects for municipalities such as Chicago, Evanston, Hinsdale, Itasca, Lombard, North Barrington, and Villa Park over the past 25 years.

In addition, our Design Team has reviewed the Harnish Drive RFP, submitted questions and received answers to questions from the Village's Project Manager, and reviewed the Geotechnical Report for the project.

Furthermore, in an effort to not be redundant, we have provided only clarifications and modifications to the detailed scopes, and their respective Task number provided in the Harnish Drive RFP.

Topographic Survey (1B)

A topographic survey will be conducted of the entire Harnish Drive Right of Way, with the exception of the Hanson Drive intersection. GSG, to the best of our ability, will obtain franchise utilities, e.g. natural gas, electric, and communications, record plans, and as-builts as part of this overall Task.

GSG does, however, suggest that the limits of the topographic survey could be significantly reduced since the curb and sidewalk elevations are not being modified from that of the existing street profile. Sufficient detail would be provided at the locations of sidewalks with ramps requiring ADA upgrades. We can discuss this option in greater detail if the Village is interested in this cost saving measure.

Environmental Research (Items 1E-1 - 1E-2):

GSG will obtain an Environmental Database Search from EDR to assess the potential of Recognized Environmental Conditions (RECs) within and adjacent to the project area. ***We would anticipate that the finding of the Phase I Environmental Site Assessment would reveal no significant impact.***

Wetland/Waters of the United States Assessment (Ratt Creek Culvert) (Item 1E-3):

GSG's wetland scientists, led by a McHenry County Certified Wetland Specialist, will conduct a wetland delineation and assessment of waters of the US within the project corridor. The effort will identify all features that may be considered to be regulated waters according to local, County, State, or Federal jurisdiction. Wetlands and waters will be delineated according to the methodology established by the US Army Corps of Engineers. GSG will record pertinent information related to vegetation composition, landform and hydrology, soil drainage and chemistry, and ordinary high water marks to validate the jurisdictional boundary of all potential regulated areas. All features will be recorded in the field using a submeter GPS. Pin flags will be placed at the location of the feature boundary at 50-foot intervals and in all changes in direction greater than 45 degrees. The location data file will be provided to the Village when the data QA/QC is complete.

A detailed inventory of all vegetation species will be conducted within potential wetland areas to determine the Floristic Quality Index (FQI) and Native Mean C. These indices will aid in determining the quality of the potential wetland area.

Information gathered from the wetland delineation, waters of the US assessment, and vegetation inventory will be compiled for inclusion in a wetland delineation report. The report will describe the findings of the field investigation and serve to facilitate state and federal jurisdictional determinations. GSG will request a jurisdictional determination from the US Army Corps of Engineers upon completion of the wetland delineation report.

Floodplain / Floodway Determination (Ratt Creek Culvert) (1E-4):

GSG will review available Federal Emergency Management Agency maps and reports as well as relevant mapping from McHenry County in order to determine if Ratt Creek has already been studied to determine floodplain elevations and floodway limits. If none of the agencies have any information available, we will review USGS topographic maps to determine the drainage area tributary to the culverts under Harnish Drive in order to determine what studies will need to be prepared in order to analyze and replace the existing culverts.

Threatened & Endangered Species Evaluation (1E-5):

GSG will initiate a Section 7 consultation with the US Fish & Wildlife Service to identify species that may be present within the project area that are eligible for protection under the Endangered Species Act. Subsequently, GSG will submit a request for EcoCAT report and determination with the Illinois DNR. GSG will forward the determinations received from both agencies upon receipt.

With the exception of the Ratt Creek Culvert item above, it is our opinion that there will not be any measurable environmental impacts due to the nature of this work.

Cultural & Archaeological Resources (1E-6):

GSG will initiate Section 106 consultation with the Illinois Historic Preservation Agency to determine if there are any features requiring special consideration, or if additional surveys are required prior to project initiation. GSG will forward the determination upon receipt.

Conceptual Plans (If Ratt Creek Culvert replacement is necessary) (1H):

GSG will prepare a technical memorandum outlining the viable alternatives for the replacement of the Ratt Creek culverts, including the results of the Hydraulic Analysis (1Z-1). Each option will be described and the merits of each will be assessed. GSG will provide a recommended option based on a preliminary review conducted with the Village. Conceptual drawings will be prepared providing sufficient detail with which to evaluate each potential option. Upon approval from the Village, the preferred option will be developed in Phase II.

Permits (1I):

GSG will prepare a Permit Requirements Report outlining all necessary permits required by the approving agencies. Significant permit requirements and potential project ramifications will be identified, and brought to the attention of the Village. GSG will provide interpretation and suggestions for permit application submittal(s) to address these concerns.

Preliminary Plans (1J):

GSG will prepare 60% and 90% Preliminary Plans, based on the applicable minimum requirements outlined in the RFP. The 60% Preliminary Plans may include any potential options to address project concerns identified up to this point in the project.

Engineers Estimates (1K):

GSG will prepare 60% and 90% Engineers Estimates based on the Preliminary Plans. The 60% Engineers Estimate will include any potential options to address project concerns identified up to this point in the project.

Hydraulic Analysis of Ratt Creek (1Z-1):

GSG will gather all available existing data regarding the existing storm runoff for Ratt Creek from the Federal Emergency Management Agency and McHenry County. If needed, we will develop mapping depicting the upstream areas tributary to the Ratt Creek culvert under Harnish Drive.

We will then develop a HEC-RAS model of the existing conditions for Ratt Creek to determine the flow conditions in regards to the existing 3-barrell 60" diameter culvert. Once we have modeled the existing conditions, we will then update the culvert with a 3-sided, open-bottom box culvert and present the modeling information to the Village and McHenry County for review and ultimate approval.

Additional Ratt Creek Topo (1Z-2):

GSG will prepare a topographic survey of the Ratt Creek channel and floodplain for purposes of the Hydraulic Analysis (1Z-1). The survey will include the entire floodplain/floodfringe, and extend approximately 300 feet upstream and downstream of the culverts.

Keys to Successful Project Completion

We have identified the following:

- GSG suggests meeting with the Village to “scope the project” prior to executing the final Engineering Consultant Agreement. We have identified two items, outlined below, that we believe the Village should consider incorporating into the project.
- GSG has reviewed the detailed Project Schedule in the Harnish Drive RFP. In our opinion, it does not allow sufficient time to perform the required field work and prepare the topographic survey. Three to four weeks should be allowed to complete the topographic survey. The 60% Preliminary Plans will be based on the topographic survey.
- GSG suggests that two cost saving measures may be implemented to realize potential savings of \$15,000 to \$18,000: 1) Reduce the limit of the Harnish Drive ROW topographic survey to those areas that require ADA upgrades, and 2) Perform the wetlands delineation and cultural and natural resources evaluations after the Ratt Creek hydraulic analysis is performed, and confirms the need to replace the existing crossing structure.
- GSG has had prior experience working for the Village of Algonquin on a site development project known as “Clarendale of Algonquin”, which has given us familiarity in working with the Village staff and engineering standards. GSG provided construction observation and field engineering for the Village’s public infrastructure associated with this development.

3

PROJECT EXPERIENCE

Project Owner

Village of Hinsdale

Client

Village of Hinsdale
Mr. Dan Deeter, PE
Village Engineer
19 E. Chicago Ave.
Hinsdale, IL 60521
(630) 789-7039
ddeeter@villageofhinsdale.org

Project Location

Village of Hinsdale
DuPage County, Illinois

Services

Civil Engineering:

- Resurfacing Plans
- Reconstruction Plans
- Watermain Replacement
- Sanitary Repairs/Lining
- Storm Sewer Separation

Key Staff

Jay T. Olson, P.E.,
Client Manager

William J. Cussen, P.E.
Project Manager

Project Duration

Spring 2017 - December 2017

Contract Value

\$ 443,700.00

Construction Cost

\$ 11 Million

Village of Hinsdale 2018 Roadway Program

Project Description

The project included the resurfacing, and reconstruction of various village streets. The streets were a combination of concrete and asphalt and included resurfacing, patching, and reconstruction. Also, included with the project were watermain replacement, sanitary sewer spot repairs and lining, and sewer separation.



Scope of Services

GSG provided engineering services including producing construction plan sets, field surveys, permitting, and the preparation of bid documents. GSG services consisted of the following:

- Preparation of the plan sheet sets, including existing and proposed typical sections, and cross sections, demolition plans, and plan and profile sheets.
- Preparation of specifications, quantities, and cost estimates.
- Preparation of watermain replacement plans and specifications.
- Preparation of sanitary sewer spot repair and lining plans and specifications.
- Preparation of sewer separation plans.

Project Owner
Village of Schaumburg

Client

Alfred Benesch & Company
Jill Hayes, PE
Project Manager
205 N Michigan Ave, Suite 2400
Chicago, IL 60601
312-565-0450
jhayes@benesch.com

Project Location
Schaumburg, Illinois

Services

Wetland Delineation
Floristic Quality Inventory
Endangered Species Inventory

Key Staff

Ala Sassila, Ph.D., P.E.
Project Principal
William Santelik, PWS
Project Manager

Project Duration
September 2017- Present

Contract Value
\$9,000

Construction Cost
N/A

Rodenburg Road Wetland Delineation Schaumburg, Illinois

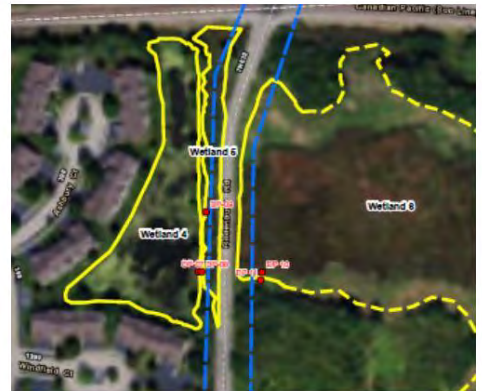
Project Description

The Village of Schaumburg is planning to modify Rodenburg Road through a grade separation project over the METRA rail tracks in the southwestern portion of the Village. As a part of the grade separation, Phase I engineering studies and investigations were required to develop baseline data from which project designs and permit applications could be drafted.

Scope of Services

GSG wetland scientists conducted a wetland delineation, identifying wetlands, and other potential waters of the United States (WOUS) that occurred within the project area.

Prior to the field investigation, a desktop assessment was conducted, inventorying existing resource information, to determine the likelihood of identifying wetlands within the project area, and locating potential areas to investigate further. Available resource information included soil surveys, floodplain maps, wetland inventories, topographic surveys, and USGS topographic mapping.



A meander survey was conducted throughout the project area, specifically targeting areas identified during the desktop assessment. When potential wetland or WOUS areas were observed, paired data points were analyzed to identify the jurisdictional boundary of the wetland feature, one point within the wetland, the other outside of the wetland. A sub-meter GPS unit was used to record the location of the wetland boundary in the field for later identification.

A floristic quality inventory (FQI) was conducted within each wetland identified, identifying all unique plant species that occurred within each wetland. The FQI was used to determine the relative quality of the wetland, based on the diversity and number of native species present.

Portions of the roadway within DuPage County were evaluated for wetland habitat quality to determine if the features would be classified as Regulatory or Critical according to the DuPage County Stormwater Ordinance.

Following the field investigation, a wetland delineation report was prepared that documented the findings of the desktop and field investigation.

Project Owner
City of Chicago Department of
Transportation

Client
Infrastructure Engineering, Inc.
Mr. Ken Smorynski, PE
Design Group Manager
33 West Monroe, Suite 1540
Chicago, IL 60603-5322
312-960-1260
ksmorynski@infrastructure-
eng.com

Project Location
Chicago, Illinois

Services
Wetland Delineation
Floristic Quality Inventory
IDOT Wetland Impact
Evaluation

Key Staff
Ala Sassila, Ph.D., P.E.
Project Principal
William Santelik, PWS
Project Manager

Project Duration
August 2017- Present

Contract Value
\$15,300

Construction Cost
N/A

Jackson Park Wetland Delineation Chicago, Illinois

Project Description

The City of Chicago Department of Transportation (CDOT) is responsible for the design and maintenance of all City-owned roadways. As a part of the Jackson Park revitalization and re-design to accommodate the proposed Obama Presidential Center and a newly designed PGA-level golf course, CDOT requested a wetland delineation of the entire 740-acre park and surrounding area.

Scope of Services

GSG wetland scientists conducted a wetland delineation, identifying wetlands, and other potential waters of the United States (WOUS) that occurred within the project area.

Prior to the field investigation, a desktop assessment was conducted, inventorying existing

resource information, to determine the likelihood of identifying wetlands within the project area, and locating potential areas to investigate further. Available resource information included soil surveys, floodplain maps, wetland inventories, topographic surveys, and USGS topographic mapping.

A meander survey was conducted throughout the project area, specifically targeting areas identified during the desktop assessment. When potential wetland or WOUS areas were observed, paired data points were analyzed to identify the jurisdictional boundary of the wetland feature, one point within the wetland, the other outside of the wetland. A sub-meter GPS unit was used to record the location of the wetland boundary in the field for later identification.

A floristic quality inventory (FQI) was conducted within each wetland identified, identifying all unique plant species that occurred within each wetland. The FQI was used to determine the relative quality of the wetland, based on the diversity and number of native species present.

Following the field investigation, a wetland delineation report was prepared that documented the findings of the desktop and field investigation. GSG will use the findings of the wetland delineation to prepare the Illinois Department of Transportation (IDOT) Wetland Impact Evaluation (WIE) form when project designs are finalized.



Project Owner
Chicago Department of
Transportation

Client
Alfred Benesch & Company
Ryan Thady
Project Manager
205 N. Michigan Avenue, Ste 2400
Chicago, IL 60601
312-565-0450
rthady@benesch.com

Project Location
Intersection of Damen,
Elston, and Fullerton
Chicago, IL

Services
Civil Engineering:

- Roadway and Drainage Design
- Pavement Design

Key Staff
Ala Sassila, P.E.
Project Manager
Ossama Riad
Hydraulic/Hydrologic Engineer
Cezar Manual
Project Engineer

Project Duration
September 2013 - June 2014

Contract Value
\$180,000

Construction Cost
\$21 Million

Damen-Elston-Fullerton Intersection Improvement Chicago, Illinois

Project Description

The Chicago DOT planned to improve the six-way intersection of Damen Avenue, Elston Avenue and Fullerton Avenue. Current plans called for realignment of Elston to bypass the current intersection and cross Fullerton about one block east of the current intersection. Work included preparation of contract documents for the intersection improvements.



Scope of Services

GSG provided roadway and drainage engineering services to prepare contract documents. GSG was on board for the entire phase II design working on all aspects of the project with the prime consultant. These tasks included:

- Work as a team with prime consultant, surveyor, and other consultants to create construction documents and drawings.
- Design new roadway profiles to meet CDOT / IDOT standards.
- Create signage and pavement marking plans.
- Generate cross-sections based on typical sections, roadway profile, and detailed curb grades.
- Coordinate with local utility companies to locate/layout existing pipes, structures, and lines.
- Create utilidor plans for use by current and future private utilities.
- Coordinate with CDWM to locate vertical and horizontal alignment of proposed sewer and water mains.
- Size detention, overflow, and release rates for sewer system due to increase in impervious material.
- Create detour and maintenance of traffic plans to accommodate needs of CDOT and IDOT.
- Upgrade existing sidewalk ramps to meet City of Chicago ADA standards using a detail design.
- Create quantity books and engineer estimate of costs using CDOT and IDOT pay items.

GSG Advantage

Our civil design capabilities were instrumental in changing the geometry of the intersection from one 6-way intersection to three 4-way intersections to effectively reduce traffic congestion and improve safety.

Project Owner
 Bloomingdale Township
 Highway Department

Client

Bloomingdale Township Hwy.
 Department
 Mr. Bob Czernek
 Highway Commissioner
 6N030 Rosedale Ave
 Bloomingdale, IL 60108
 (630) 529-5221
 hwytsp@ameritech.net

Project Location

Various locations throughout
 Bloomingdale Township,
 DuPage County, Illinois

Services

Civil Engineering:

- Drainage and Storm
Sewer Improvement
Plans
- Curb rehabilitation
plans

Key Staff

William J. Cussen, P.E.
Project Manager
 Jay T. Olson, P.E.,
QA/QC

Project Duration

Spring 2016 – On going

Contract Value

Hourly on call

Construction Cost

\$ 1 Million

Bloomingdale Township Highway Department

Project Description

GSG has served on an on-call basis with Bloomingdale Township Highway Department since Spring of 2016. Typical projects include localized drainage issues and roadside ditch and drainage improvements.



Scope of Services

GSG provides engineering services including producing construction plan sets for removals, drainage, grading, and soil erosion & sediment controls. GSG services consisted of the following:

- Preparation of plan sheets, including roadway plans, and drainage plans.
- Preparation of specifications, quantities, and cost estimates.
- Review of single lot improvements which affected the township right-of-way.
- Preparation of curb removal and replacement plans for a subdivision pavement project.

Project Owner
Illinois Department of
Transportation

Client
Parsons Brinckerhoff
John Trotta
*Senior Vice President/Regional
Business Manager*
30 North LaSalle Suite 4200
Chicago, IL 60602
312-803-6536

Project Location
Washington and Will Townships
in Will County, Illinois

Services
Civil Engineering:
-Highway Design
-Interchange Design
-Intersection Design

Key Staff
Ala Sassila, P.E.
Project Manager
Justin Miller, P.E.
Project Engineer
Cezar Manuel
Project Engineer

Project Duration
October 2012 to May 2013

Contract Value
\$600,000

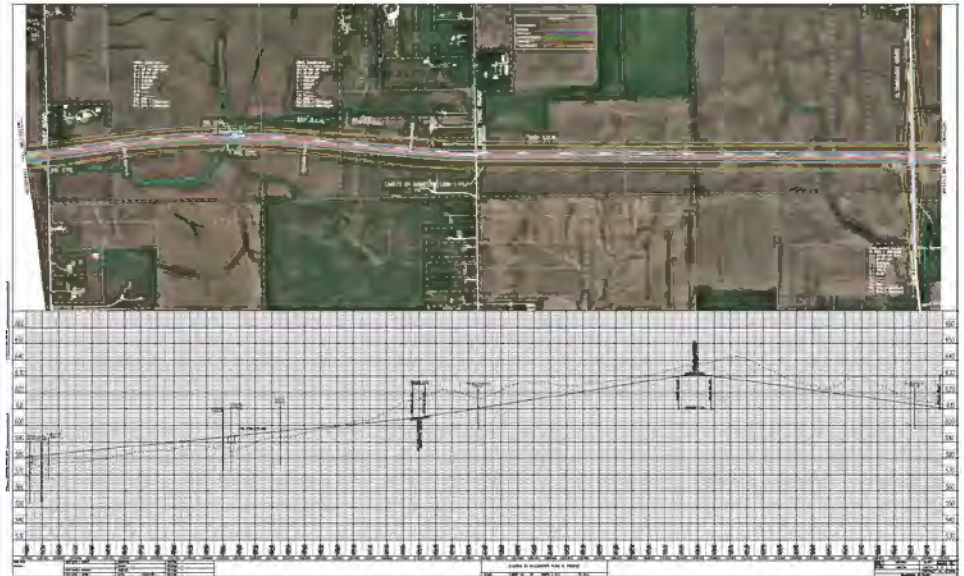
Construction Cost
N/A

Role
Subcontractor

Illiana Expressway Highway Design, Segment 6 Will County, Illinois, IDOT Contract No. P-91-749-10

Project Description

The Illinois Department of Transportation (IDOT), the Indiana Department of Transportation (INDOT), and the Federal Highway Administration (FHWA). Scope of work for the highway design included preparation of a functional plan for segment 6 (4.2 miles) of the proposed Illiana Expressway project.



Scope of Services

GSG prepared design plans and profiles for the proposed expressway, cross roads, and interchange ramps for the project. GSG's services consisted of the following:

- Prepared horizontal and vertical alignment for the entire segment.
- Prepared cross sections and complete earth work volume quantity
- Prepare typical sections for the mainline and crossroads
- Complete Interchange Design study for one interchange within Segment 6
- Complete crossroad improvement design
- Coordinate with other segments geometry and profile design
- Design proposed right-of-way based on segment geometry

GSG Advantage

This was a fast track project which required coordination between multi-disciplinary team. GSG provided the required highway design and engineering analysis on fast track basis. GSG worked closely with the project team and delivered the required services within time and budget.

Project Owner
Illinois State Toll Highway
Authority

Client

Parsons Brinckerhoff
John Trotta
*Senior Vice President/Regional
Business Manager*
30 North LaSalle Suite 4200
Chicago, IL 60602
312-803-6536

Project Location

Jane Addams Memorial Tollway
(I-90) in Cook County, Illinois

Services

- Roadway Geometry
- Highway Design
- Pavement Design
- Drainage Analysis and Design
- Barrier Warrant Analysis

Key Staff

Ala Sassila, P.E.
Project Manager

John Grieger
Road

Osama Riad
Drainage Design

Robbie Waddell
Project Engineer

Project Duration

August 2012 to November 2014

Contract Value

\$1,200,000

Construction Cost

\$300,000,000

I-90 Widening and Reconstruction, M.P. 78.65 to
M.P. 72.70

ISTHA Contracts No. JA-1-1, JA-1-2, JA-1-6, Cook County, Illinois

Project Description

Complete roadway and ramp designs for all contracts throughout the I-90 widening and reconstruction. Also, complete full barrier warrant analysis for the areas of concern throughout the project. The total length of the project is 5.6 miles.



Scope of Services

GSG provided transportation engineering services to prepare roadway plans for the I-90 contracts. Plan sets and barrier warrant analysis were completed for each contract. GSG's services consisted of the following:

- Created profiles for exit and entrance ramps throughout the project.
- Designed roadway according to ISTHA design criteria.
- Created cross-sections for length of project.
- Created roadway alignment design alternatives for side streets conflicting with proposed bridges.
- Completed quantity calculations.
- Coordinated with structural team to ensure all bridge and retaining wall clearance requirements were satisfied.
- Completed Barrier Warrant Analysis for areas of concern throughout the project.

GSG Advantage

This was a project requiring coordination between members of a multi-disciplinary team. GSG provided the required roadway and ramp design for multiple contracts along I-90. Plans were created for each of the contracts and barrier warrant analysis was completed for all areas of concern. GSG worked closely with the project team and delivered the required services within time and budget.

Project Owner
Illinois State Toll Highway
Authority

Client
Knight E/A Inc.
Mr. Kevin Lentz, PE
President
221 N LaSalle St. #300
Chicago, IL 60601
(312) 577-3526
klentz@knightea.com

Project Location
Southwest of O'Hare Airport
DuPage County, Illinois

Services
Civil Engineering:

- Erosion & Sediment Control Plans
- Proposed Grading Plans

Key Staff
Ala Sassila, PhD., P.E.,
Project Principal
Crispin Thomas, P.E.
Project Manager

Project Duration
Spring 2015 - November 2016

Contract Value
\$ 450,000

Construction Cost
\$ 6 Million (est.)

IL-19 (Irving Park Road) Widening Project ISTHA Contract I-12-4623

Project Description

The proposed project included the widening of Irving Park Road (IL 19) to include an additional eastbound traffic lane. The additional traffic lane was constructed from York Road to approximately 1-1/2 miles east. The widening project is part of proposed interchange of Elgin O'Hare Western Access (EOWA) and IL 19. The overall project was to include a new multi-lane expressway with entrance and exit ramps at a proposed interchange with Irving Park Road.



Scope of Services

GSG provided engineering services including producing construction plan sheet sets for typical sections, removals, drainage, grading, and soil erosion & sediment controls. GSG services consisted of the following:

- Preparation of the 60, 95, and 100% plan sheet sets, including roadway plans, earthwork tables, existing and proposed typical sections, and cross sections.
- Preparation of specifications, quantities, and cost estimate to be incorporated into a joint plan set as well as coordinating design styles to create a uniform plan set.
- Preparation of drainage plans, profiles and report for the modifications to the main trunk line and widening.
- Identified erosion and sediment controls for implementation, designed stabilization practices for interim conditions to prevent the discharge of pollutants from the site.

4

PROPOSED PROJECT TEAM

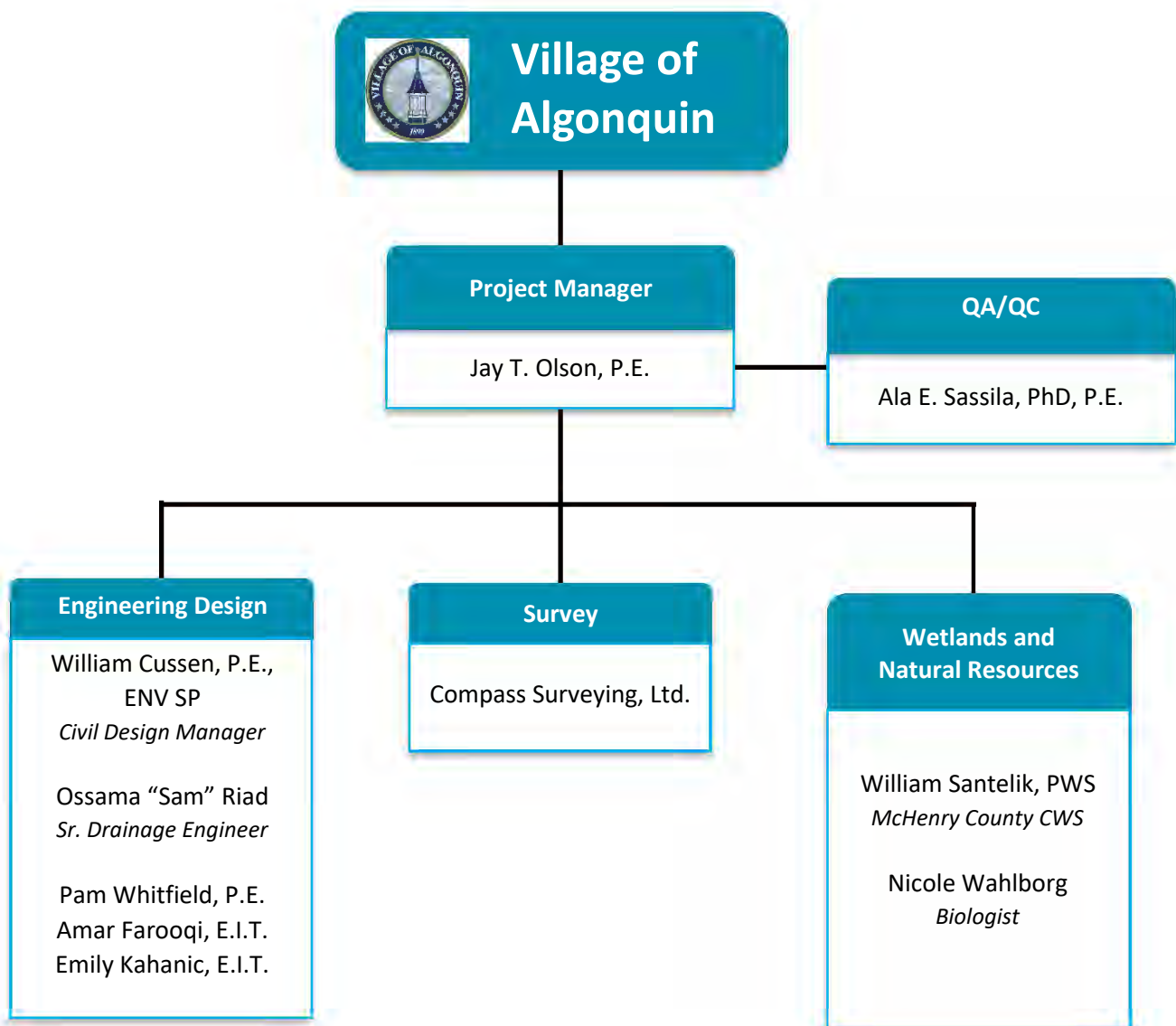


Key Staff and Organization Chart

Key Staff and Organization Chart

GSG will serve as the lead consultant fully responsible for the delivery of services for this project with support staff of more than 100 professional engineers and scientists.

A successful project begins with the assignment of experienced and trained staff who will be dedicated to the project through its successful completion. We have selected a team of individuals for this project based on their qualifications and demonstrated success on similar projects. GSG's Key Staff is shown on the Organization Chart.



Resumes for our Key Staff are provided in the following pages.

JAY T. OLSON, P.E., PROGRAM DIRECTOR

Mr. Olson possesses a diverse range of civil and environmental engineering management, design, permitting, and construction experience. As Program Director, he has executed municipal infrastructure projects including streets and highways, water, sanitary, and storm sewer utilities, and stormwater detention facilities in Hanover Park, Hinsdale, Itasca, and Lincolnshire. Mr. Olson has provided environmental services such as AST/UST removals and upgrades, environmental assessments and compliance, investigations, corrective action, regulatory reporting, and final site closure to Fortune 100 clients throughout the Midwest. Previously, he has managed residential, retail, and commercial site developments, including zoning entitlements and development permits. His project approach includes effective listening and communication with the client and stakeholders, whose input and direction influence the successful completion of projects.

RELEVANT EXPERIENCE**Village of Hanover Park, Schick Road Widening Project, Phase II Engineering Services - IL***Senior Project Manager*

Managed field survey and engineering design of 3,600 lineal feet of Schick Road from County Farm Road to Mayflower Lane. Design included continuous left-turn lane, right-turn lanes at intersections, storm sewer mains and drain inlets, and rim adjustments for existing utility manholes. Prepared drainage basin and storm sewer sizing calculation tabulation for proposed design. Construction drawings and specifications were submitted to Village for approval. Upon completion of construction project, final as-built drawings were surveyed and drafted, and submitted to Village for final project closeout.

Village of Itasca, Windsor Road, Phase II & III Engineering Services - IL*Client/Senior Project Manager*

Designed 2,200 lineal feet of Windsor Road from Park Boulevard to Devon Avenue. Responsible for preparation of topographic survey, development of base sheets, engineering design of street, storm sewers, and parkway improvements for street in The Chancellory, a master-planned office development. As-built drawings were prepared and submitted to the Village for final project approval.

EXPERIENCE*31 Years**Joined GSG in 2014***AREAS OF EXPERTISE***Municipal Engineering**Civil Engineering**Site Development Services**Environmental Engineering**Site Assessment & Investigation, Corrective Action, and Regulatory Reporting**Entitlements and Permitting**Construction Services***EDUCATION***Bachelor of Science, Civil Engineering - 1982**New Mexico State University**Las Cruces, NM***LICENSES, REGISTRATIONS & CERTIFICATIONS***Licensed Professional Engineer,**#062045578, Illinois**Licensed Professional Engineer, New Mexico*

Village of Itasca, Park Boulevard Water Main Extension, Phase II & III Engineering Services - IL*Client/Senior Project Manager*

Managed survey, design, and construction of 3,000 lineal feet of 8-inch water main to complete water main loop. Prepared construction drawings and specifications, conducted bid, recommended contractor, assisted with construction contract, and monitored construction project. Final as-built drawings were prepared and submitted to Village for final project approval.

BNSF Railway Co., Environmental Compliance for Railroad Yards - Various Locations, IL*Client/Senior Project Manager*

Operated two industrial wastewater treatment plants; prepared UST, SPCC, and SWPPP plans and compliance inspections at five railroad yards; and conducted remedial investigations, prepared work plans, performed corrective action, and obtained site closures at release sites throughout Illinois and Iowa.

Lake Villa Consolidated Community School District #41, Soil Remediation Project - Lake Villa, IL*Senior Project Manager*

Responsible for design, permitting, and construction of excavation of 3,000 tons of petroleum impacted soils and site restoration. Coordinated with Illinois Department of Transportation, Village of Lake Villa, and Illinois EPA Leaking Underground Storage Tank Program. Completed reporting of remedial activities in accordance with Illinois EPA regulations, and submitted Application for LUST Fund Reimbursement and IDOT Highway Authority Agreement, prior to obtaining final site closure.

Metra Railroad, Environmental Assessments, 143rd Street, Orland Park and Big Timber Road - Elgin, IL*Senior Project Engineer*

Environmental assessments at two Metra station sites: 143rd Street with a proposed new warming facility and parking lot, and Big Timber Road with an addition to the existing parking lot. The assessments addressed 22 specific points of concern. The existing 143rd Street site existed as a concrete manufacturing plant, which was part of a business relocation program.

City of Elgin, Randall Crossings Business Park – Elgin, IL*Senior Project Manager*

Responsible for survey, engineering design, zoning entitlements, and permitting for 110-acre business park located at Randall Road and Big Timber Road. Improvements included two wet-bottom detention basins, mass grading, streets, lighting, water, and sanitary and storm sewers, designed in accordance with City of Elgin and Kane County Stormwater Regulations. Presented annexation, zoning, preliminary, and final plans at City Council and obtained necessary approvals from City, Kane County DOT, and Kane County Stormwater Division.

WILLIAM J. CUSSEN, P.E., CIVIL DESIGN MANAGER

Mr. Cussen possesses a diverse range of civil engineering management, design, permitting, and construction experience. As Civil Design Manager, he has managed engineering design for numerous site development projects, with scopes that included: client representation at public meetings; surveying; site grading and detention; site investigation and feasibility studies; municipal requirements; site constraints; access issues; storm water issues; storm and sanitary sewer design; water main design; off-site storm, sanitary, and water main extensions; and construction observations and permitting. He has managed residential, retail, commercial, institutional, industrial, and healthcare developments, including zoning entitlements, development permits, and as-built drawings. Mr. Cussen has managed projects for municipal clients, which entailed planning, designing, permitting, and construction phase services including drainage and grading, paving, water mains, sanitary sewers, storm sewers, detention facilities, and overall project coordination. His approach includes effective listening and communication with the client and stakeholders, whose input and direction influence the successful completion of projects.

EXPERIENCE

23 Years
Joined GSG in 2016

AREAS OF EXPERTISE

Site Development Services
Municipal Engineering
Civil Engineering
Environmental Engineering
Entitlements and Permitting
Construction Services

EDUCATION

Bachelor of Science, Civil Engineering - 1993
University of Illinois at Chicago
Chicago, IL

LICENSES, REGISTRATIONS & CERTIFICATIONS

Licensed Professional Engineer - Illinois, No. 062052379
Licensed Professional Engineer - Wisconsin, Indiana, Michigan, Iowa, Nebraska, and Arizona
Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
Envision Sustainability Professional (ENV SP)

RELEVANT EXPERIENCE

Village of Villa Park, 2015 Resurfacing Program and Concrete Street Improvement Program – Villa Park, IL

Client / Senior Project Manager

Managed design services for \$2.8 Million street program for residential streets and commercial streets funded using Bond funds. Improvements included resurfacing of asphalt streets, asphalt removal & milling, pavement patching, bituminous leveling binder and surface course, curb & gutter repairs, storm sewer improvements, and striping. The concrete street improvement program included full reconstruction of one concrete street, concrete patching, and surface diamond grinding of four other streets. Removed and replaced damaged curb & gutter, sidewalk, and driveway construction. Bid documents and specifications along with plans were provided to the Village for approval and bidding.

Village of South Holland, South Holland Police Station - South Holland, IL

Project Manager

Responsible for survey, engineering design, for site improvements to and existing bank site which was being renovated to be a new Police Station for the Village. Improvements included reconfiguring the existing parking lot, access to drive in doors, a new sanitary service, modifications to the existing storm sewers and grading changes around the building for new doorways and walkways.

Village of Schaumburg, Martingale Road - Schaumburg, IL*Project Engineer*

Responsible for storm sewer design of an approximately 1 mile reconstruction of an existing roadway. Improvements included the addition of dedicated turn lanes, new storm sewers to accommodate the additional flows from the additional pavement area, new drainage patterns due to profile changes, and super elevation at the curves in the new alignment.

Neumann Homes, Meadows of West Bay - Wonder Lake, IL*Project Manager*

Responsible for survey, preliminary engineering design, zoning entitlements for a 460-acre residential subdivision and final engineering and permitting for approximately 120-acre phase 1 of the subdivision located in Wonder Lake, Illinois. Improvements included four wet-bottom detention basins, mass grading, streets, lighting, water, and sanitary. The design included all of the storm sewers to drain the roadways and residential properties, including some interconnects between ponds. As part of the approval process Tryon Creek which previously was an unmodeled tributary to Wonder Lake was modeled using HEC-RAS in order to establish a 100-year floodplain elevation through the development site. As part of the modeling of Tryon Creek the existing CMP Culvert under West Wonder Lake Road was removed and replaced with large side by side concrete box culverts. The project was designed in accordance with Village of Wonder Lake and McHenry County Stormwater Ordinance. Responsibilities also included testimony as part of the annexation, zoning, preliminary and final plans at Village Board meetings as well as obtaining necessary site approvals from the Village.

Municipal Projects:

- 2014 Itasca MFT Pavement Project – Itasca, IL
- Itasca Central Manufacturing District SSA Paving Project – Itasca, IL
- 2014 North Barrington MFT Project – North Barrington, IL
- 2015 North Barrington MFT Project – North Barrington, IL

ALA E. SASSILA, PH.D., P.E., VICE PRESIDENT, DIRECTOR OF ENGINEERING

Dr. Sassila's experience includes managing and coordinating work activities with multi-disciplinary teams for several large-scale projects throughout the City of Chicago. This includes preparing and directing site investigation activities, preparing concept design and final design plans and specifications, and coordinating construction / remediation oversight activities for infrastructure improvement and new construction projects. Dr. Sassila also performed numerous geotechnical engineering investigations, storm water management and modeling, and field survey early in his career. Prior to joining GSG Consultants, Inc, Dr. Sassila served as Program Director and Project Manager for the Midway Terminal Redevelopment environmental investigation and remediation oversight, several environmental and geotechnical investigation for more than 25 new schools for the Chicago Public Schools, environmental and geotechnical investigation for several Public Building Commission of Chicago Police and Fire Company projects.

RELEVANT EXPERIENCE**Illinois Department of Transportation (IDOT), District 1, Union Pacific Railroad Bridge, IL 132 - Gurnee, IL***Principal Geotechnical Engineer*

Supervised geotechnical engineering services for the proposed Union Pacific Railroad Bridge replacement project over IL 132 and reviewed and approved a Structural Geotechnical Report (SGR).

Will County Department of Transportation, Bell Road Improvements - Will County, IL*Principal Geotechnical Engineer*

Supervised geotechnical engineering services for the proposed roadway improvements along Bell Road and prepared a Roadway Geotechnical Report (RGR). The RGR included recommendations for the proposed roadway improvements, which included complete reconstruct and widening, retaining walls, and construction considerations.

Illinois Department of Transportation (IDOT), High Speed Railroad, 2400 N. Bridge - Dwight, IL*Principal Geotechnical Engineer*

Supervised the geotechnical subsurface investigation for the proposed 2400 N. Bridge over the existing railroad, as part of the High-Speed Rail Project.

EXPERIENCE*30 Years**Joined GSG in 2003***AREAS OF EXPERTISE***Environmental Site Assessment**IEPA Site Remediation Programs**Geotechnical Infrastructure/Foundation Analysis**Surface Water Hydrology**Roadway and Airport Construction Programs***EDUCATION***Doctorate of Philosophy, Civil Engineering, 1997**Illinois Institute of Technology**Chicago, IL**Master of Science, Civil Engineering 1988**Florida International University**Miami, FL**Bachelor of Science, Civil Engineering - 1986**Florida International University**Miami, FL***LICENSES, REGISTRATIONS & CERTIFICATIONS***Licensed Professional Engineer— Illinois, Indiana, Wisconsin, Maryland, Pennsylvania, Florida, Georgia, Louisiana, Alabama, and South Carolina LRFD for Highway Bridge Substructures and Earth Retained Structures, National Highway Institute, November 2009**IDOT Contract Documentation, February 2007**Construction Administration for Engineer- ASCE, August 2006**Surface Drainage Design- ASCE, November 2004**Structural Condition Assessment- ASCE, June 2004**Water Surface Profile- HEC- RAS, ASCE, June 2000**Floodplain Hydrology and Watershed Modeling, April 1999**Seismic Design of Highway, National Highway Institute, 1994*

Illinois Department of Transportation (IDOT), PTB 169-017, Weber Road Over I-55 32 - Will County, IL*Principal Geotechnical Engineer*

Supervised geotechnical engineering services for the proposed interchange of Weber Road over I-55 in Will County, Illinois. The project included completing structural reports for new bridges, retaining walls, noise walls, and overhead sign structures.

Illinois Department of Transportation (IDOT), Job No P-91-179-0903-09, Bridge Replacement, FAI 94 at Cottage Grove Avenue, District 1 - Cook County, IL*Supervising Geotechnical Engineer*

Supervised preparation of structural geotechnical reports for bridge replacement project. GSG's scope of work included advancing 9 soil borings to a depth of 70 feet each, performing engineering analysis and design, providing recommendation regarding foundation type and earth retention system during construction, and preparing Bridge Structure Geotechnical Report for the project including all drilling and analysis of soil borings.

Illinois State Toll Highway Authority (ISTHA), Jane Addams Memorial Tollway Reconstruction and Add Lane, M.P. 46.40 (Illinois Route 47) to M.P. 25.00 (Genoa Road), Illinois*Supervising Geotechnical Engineer*

Supervised preparation of roadway subsurface exploration and geotechnical reporting for 22 miles of reconstruction and lane addition. Field activities included advancing more than 800 roadway borings and 30 structural borings for culverts and overhead signs. Supervised preparation of the geotechnical report and conducted QA/QC for the final submittal.

Lincoln Avenue Improvement - Chicago, IL*Project Principal*

Supervised the performance of subsurface exploration and geotechnical analysis investigation for the Lincoln Avenue improvement between West Catalpa Avenue and West Devon Avenue school site. The Scope of work included completing 20 cores and advancing 12 soil borings to a depth of 10 feet, and providing recommendation regarding subsurface soil conditions, sub-grade preparation, and other design related parameters.

City of Joliet, Joliet Multi-Modal Transportation Center - Joliet, IL*Principal Geotechnical Engineer*

Supervised geotechnical engineering services for multiple construction projects. He coordinated field activities, reviewed geotechnical structural geotechnical reports, and completed QA/QC o geotechnical reports. The geotechnical investigation projects included the followings:

- Three parking lots and St. Louis Road widening
- Bus turn-around facility
- 5-story parking structure
- UP Embankment Retaining Walls
- UP and Metra bridges and embankment platforms
- Detention Basin

5

UNIT PRICE PROPOSAL

VILLAGE OF ALGONQUIN

REQUEST FOR PROPOSAL FOR HARNISH DRIVE IMS – VOA17-02-02A

Proposal Task Items

<u>Task #</u>	<u>DESCRIPTION</u>	<u>UNIT OF MEASURE</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1A	Ph. I Design Mgmt. & Kickoff Meeting/ Review Meeting / Schedule	LUMP	1		\$ 8,700.00
1Bi, ii	Research – Atlas	LUMP	1		\$ 1,000.00
1Biv	Research – Topo. Survey	LUMP	1		\$28,000.00
1E-1	Environmental Research	LUMP	1		\$ 500.00
1E-2	Environmental Site Assessment	LUMP	1		\$ 1,500.00
1E-3	Wetland/Waters of the US Assessment	LUMP	1		\$ 2,500.00
1E-4	Floodplain / Floodway Determination	LUMP	1		\$ 500.00
1E-5	Threatened & Endangered Species Evaluation	LUMP	1		\$ 500.00
1E-6	Cultural & Archaeological	LUMP	1		\$ 500.00
1H	Concept (if necessary – Ratt Creek Culvert @ Harnish)	LUMP	1		\$ 4,800.00
1I	Permit Requirements Report	LUMP	1		\$ 1,600.00
1Ji	Preliminary Plans – Primary Pgs	LUMP	1		\$ 3,000.00
1Jii	Prelim Plans. – Secondary Pgs	LUMP	1		\$10,000.00
1K	Engineers Estimates (60% & 90%)	LUMP	1		\$ 2,800.00
	<i>(continues on next page)</i>				

VILLAGE OF ALGONQUIN

<u>Task #</u>	<u>DESCRIPTION</u>	<u>UNIT OF MEASURE</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
17.1	Hydraulic Analysis of Batt Creek				\$22,500.00
17.2	Additional Batt Creek Topo				\$ 7,100.00
****	TOTAL	NTE			\$95,500.00

~~\$95,500.00~~
\$65,900.00

Company: GSG Consultants, Inc.

Signature:  Date: March 2, 2018

Print Name: Jay T. Olson, P.E.

Title: Program Director

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ATTACHMENTS

VILLAGE OF ALGONQUIN

Attachment C

NON-COLLUSION CERTIFICATION HARNISH DRIVE IMS – VOA17-02-02A

By Submission of this proposal, the Offeror Jay T. Olson, P.E. certifies,
Name of Offeror

That (s)he is Program Director of GSG Consultants, Inc. and,
Title Name of Firm

under penalty of perjury, affirms:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening, directly or indirectly, to any other Offeror or to any competitor; and
3. No attempt has been made or will be made by the Offeror to induce any other person, partnership or corporation to submit or not submit a proposal for the purpose of restricting competition.
4. The proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, organization or corporation.
5. Each person signing the proposal certifies that:

(A) - (S)he is the person in the Consultant's organization responsible within that organization for the decision as to prices being offered in the proposal and that he has not participated and will not participate in any action contrary to (1-4] above;

Or

(B) - (S)he is not the person in the Consultant's organization responsible within that organization for the decision as to prices being offered in the proposal but that he has been authorized in writing to act as agent for the persons responsible for such decisions in certifying that such persons have not participated, and will not participate, in any action contrary to (1-4) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (1-4) above.

VILLAGE OF ALGONQUIN

Attachment D

NON-CONFLICT OF INTEREST STATEMENT

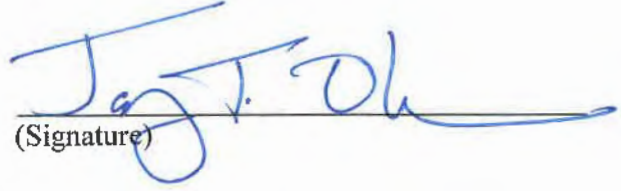
HARNISH DRIVE IMS – VOA17-02-02A

I certify that neither I nor any member of my immediate family has a material personal or financial relationship with any offeror, or to a direct competitor of any offeror under consideration by this proposal evaluation committee. I further certify that no other relationship, bias or ethical conflict exists which will prevent me from evaluating any proposal solely on its merits and in accordance with the Request for Proposal's evaluation criteria.

Furthermore, I agree to notify the Village of Algonquin if my personal or financial relationship with one of the offerors is altered at any time during the evaluation process. If I am serving as the Procurement Officer of record I agree to advise my supervisor of any changes that could appear to represent a conflict of interest.

Name: Jay T. Olson, P.E.
(Print)

(Signature)



Title: Program Director

Date: 03/02/2018

Department/Agency GSG Consultants, Inc.