

AGENDA
TRANSPORTATION AND ROAD IMPROVEMENT COMMITTEE
Village of Hoffman Estates
September 8, 2008

Immediately Following General Administration & Personnel Committee

Members: Ray Kincaid, Chairperson
Gary Pilafas, Vice Chairperson
Karen Mills, Trustee

I. Roll Call

II. Approval of Minutes – August 4, 2008 (*Deferred*)

NEW BUSINESS

1. Request approval of a change to agreements for the Taxi Discount Program to allow trips to and from the airports.
2. Request authorization to reject bids received for the 2008 Crack Sealing Project.
3. Request acceptance of Transportation Division Monthly Report.

III. President's Report

IV. Other

V. Items in Review

1. Discussion of Kingsdale Road traffic studies (October).
2. Barrington Road Interchange (October).

VI. Adjournment

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval of a change to agreements for the Taxi Discount Program to allow trips to and from the airports

MEETING DATE: September 8, 2008

COMMITTEE: Transportation & Road Improvement

FROM: Michael Hankey, Director of Transportation & Engineering

PURPOSE: Request approval of a change to the agreements with taxi companies participating in the discount program to allow trips to and from the airports.

DISCUSSION: The Village Board directed staff to investigate a change to the Taxi Discount Program to allow coupons to be used for trips to and from the airports. The trip still must either begin or end in the Village. All three participating taxi companies have agreed to this change and a new agreement has been developed to reflect this modification. The document also references the new name, Taxi Discount Program. The draft agreement is attached and has been reviewed by Corporation Counsel.

RECOMMENDATION: Request approval of a change to the taxi company agreements to allow trips to and from the airports.

Attachment

**VILLAGE OF HOFFMAN ESTATES
TRANSPORTATION AGREEMENT
TAXI DISCOUNT PROGRAM**

**Taxi Company
Address
City, State, Zip Code**

THIS AGREEMENT entered into this ____ day of _____, 2008 by and between the VILLAGE OF HOFFMAN ESTATES, a municipal corporation, hereinafter referred to as the "Village," and TAXI COMPANY, hereinafter referred to as "Taxi".

WHEREAS, the Village is desirous of providing transportation at a reasonable rate to residents who are senior citizens, citizens with disabilities; or low income; and

WHEREAS, Taxi operates taxicabs within the Village of Hoffman Estates and is willing and able to provide the necessary services as outlined herein.

NOW, THEREFORE, the parties covenant and agree as follows:

1. **Term of Agreement:** This Agreement shall become effective

_____ Beginning date of contract

& shall continue in full force and effect, subject to the termination provisions hereinafter stated, through _____ Expiration of contract.

The Agreement will renew automatically for another year unless notice is given in writing by either party.

2. All prior agreements between 303 Taxi and the Village of Hoffman Estates are hereby terminated by mutual agreement.

3. **Definition of Senior Citizen:** A resident of Hoffman Estates, 60 years or older.

4. **Definition of Citizen With a Disability:** A resident of Hoffman Estates with a physical or mental impairment that substantially limits one or more of the major life activities of an individual and whose application has been reviewed, processed and approved by the Village of Hoffman Estates.

5. **Definition of Low Income Citizen:** A resident of Hoffman Estates whose annual income meets the criteria of the Village Tax Discount Program.

Household Size	Income
1	\$26,400
2	\$30,150
3 or more	\$33,950

6. **Scope of Service:** Taxi agrees to serve all registered citizens meeting the definitions of Senior Citizen, Citizen with a Disability, or Low Income Citizen. The trip must either begin or end in Hoffman Estates.

Service will be as responsive as possible according to time of day, weather conditions, driver availability, and exigencies of individual circumstances.

7. **Use Restrictions:** Taxi agrees that while its taxicabs are in actual use transporting program participants within the Village, other individuals may be transported in the same taxicabs, provided no unreasonable delay is encountered to either party. Program participants will be encouraged to group rides to organizational functions and activities.

8. **Transportation within the Village Program:**

A. Each person qualifying under the terms of this Agreement shall have in his/her possession an identification card of the type and manner prescribed by the Village and will so indicate to the taxicab driver that the passenger is riding at the discount rate.

B. The driver may reasonably require other proper identification. At the end of the trip, the driver will receive from the passenger a coupon with the passenger's identification card number recorded, as well as the location of pickup, destination, date, and total fare excluding tip.

C. The fare will be the meter reading minus \$5.00. For this amount the program participant will receive one-way transportation from any point beginning or ending in Hoffman Estates.

D. There will be no waiting time by the driver at any destination.

E. In all cases of transportation within the Village or from the Village, but contiguous to the Village, the discount shall be the metered rate minus \$5.00, seven days a week, 24 hours per day.

F. Passengers must be capable of ingress and egress to / from the vehicle under their own power.

G. The driver shall accept passengers who use manual type wheelchairs who are capable of transferring themselves into and out of the taxicab on their own or with the assistance of someone other than the taxicab driver. In addition, drivers shall assist in stowing wheelchairs in the trunk and shall not charge a higher fee than that charged for stowing a suitcase.

H. Passengers with disabilities accompanied by service animals shall not be denied a ride nor charged higher fees than that charged to other passengers. If not certain, the driver may ask the person if the animal is a service animal needed because of a disability. The driver shall permit entry of an individual accompanied by a service animal. Should a service animal soil or damage the vehicle, the customer may be charged for the cost of cleaning or repair as long as it is a regular practice to charge non-disabled customers for similar types of damages.

I. Drivers shall not charge higher fees or fares to passengers with disabilities than the amount charged to non-disabled passengers.

9. **Reimbursement:** Within seven days after the end of the month during which the agreement is in effect, Taxi shall turn into the office of the Village of Hoffman Estates all passenger coupons which have been collected during the preceding month. Upon receipt of the monthly coupons, the Village will verify the coupons and agrees to reimburse Taxi within sixty days, at a rate \$5.00 per valid passenger ticket.

Taxi agrees to provide a monthly summary of complaint calls to the Village. The report shall include the date, name of complainant, nature of issue, and resolution by Taxi. Complaints received by the Village will be referred to the Taxi and shall be included in the monthly summary.

10. **Required Reports:** Each month, for each program participant fare transported, Taxi shall utilize and present the Village coupons used which will indicate the location of the pickup, the location of the destination, the date used, and the user's identification card number. A list of the drivers that provided rides during the billing period shall be submitted to the Village on a monthly basis. The complaint summary noted above shall also be included.

11. **Indemnity and Insurance:** Taxi covenants and agrees that it shall indemnify and hold harmless the Village, its employees, agents, successors, and assigns from any and all liability whatsoever for injury to or death of persons, or loss of or damage to property, caused by or arising out of activities performed or nonfeasance in connection with this Agreement, whether such activities by those of Taxi, its employees, or its agents. Taxi shall, during the entire term of this Agreement, keep in full force and affect a policy or policies of liability and property damage insurance with respect to the operation of its taxicabs as from time to time prescribed and directed in the Municipal Code of the Village of Hoffman Estates. In the event the insurance coverage is less than that prescribed by the Village; this Agreement shall cease to be in effect. Further, Taxi shall keep each of its vehicles in good working order and in a clean condition. All drivers and vehicles providing service as part of this program shall be licensed through by the Village of Hoffman Estates Police Department according to Section 8-8-17 of the Municipal Code.

12. **Termination:** This contract may be terminated by either party in writing with thirty days notice to the other party, as its normal place of business.

Transportation Company Name

VILLAGE OF HOFFMAN ESTATES
ILLINOIS, a Municipal Corporation

Owner

By: _____

ATTEST:

ATTEST:

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to reject the bid received for the 2008 Crack Sealing Project

MEETING DATE: September 8, 2008

COMMITTEE: Transportation and Road Improvement

FROM: Nathan Roseberry

PURPOSE: Request authorization to reject the bid received for the 2008 Crack Sealing Project.

BACKGROUND: The Village typically awards a contract for preventive maintenance crack sealing each fall on various streets throughout the Village. The purpose of the crack sealing is to keep water out of the roadway base and subbase. Sealing cracks also prevents future cracks from occurring. A recent analysis of streets receiving this treatment indicates that this preventive maintenance measure does extend the life of a typical street. This treatment is an important component of the Pavement Management System. The 2008 budget allocates \$75,000 for preventive maintenance.

DISCUSSION: One bid was received on September 2, 2008 for this year's project. Behm Pavement Maintenance, Inc provided a bid unit price of \$0.75 per linear foot, which would route, clean and seal 100,000 linear feet of pavement cracks. We found the unit price to be excessively high compared with previous crack sealing projects. For example, the unit price for the last crack sealing project in 2006 was \$0.335 per linear foot.

The increase in the unit price can be attributed primarily to the following two reasons. All construction work using petroleum byproducts has seen an increase in price over recent years. Also, the sole company bidding the project this year already has significant work planned for this fall. It is possible that unit prices would be lower if the crack sealing project was completed during spring. The funds for the 2008 crack sealing project could be combined with funds for the 2009 crack sealing project to complete both year's work at once next spring.

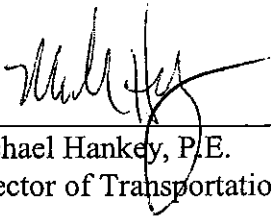
FINANCIAL IMPACT: None to the Village.

RECOMMENDATION: Request authorization to reject the bid received for the 2008 Crack Sealing Project.

**TRANSPORTATION DIVISION
DEPARTMENT OF DEVELOPMENT SERVICES**

AUGUST MONTHLY REPORT

Attached is the Department of Development Services' Monthly Report for the Transportation Division for the period ending August 31, 2008.



Michael Hankey, P.E.
Director of Transportation and Engineering Division

1. NEW DEVELOPMENTS

Reviewing traffic data and site plans for:

AT&T	Prairie Stone Parcel 16 (Restaurant Mall)
Huntington Woods Corporate Center	Other Various Prairie Stone Parcels
Plum Farms	SplasH2O Water Park Hotel
Prairie Pointe	Sutton Crossing
Prairie Stone Crossing	

2. ONGOING COORDINATION

Barrington Road Interchange

- Tollway expected to complete first phase of draft master plan for Northwest Tollway in the near term. This should provide guidance on next steps for interchange plans. Tollway will provide traffic forecast data to Village.

Northwest Tollway (I-90) Corridor Study

- Next meeting expected in several months.

O'Hare Noise Compatibility Commission

- No new information.

Pace HOT Line Bus Service (Route 557)

- The most recent ridership data provided by Pace is from April and May 2008. The monthly totals were 967 and 909 riders, respectively.
- Recent months show a decline in ridership. This could be due to past uncertainty on State funding, weather, company changes, etc. Follow-up contacts initiated with participating companies. Several transit fairs to be scheduled at companies.
- Monthly totals also vary due to the number of weekdays in the month and seasonal variations in transit ridership.
- Set and held transit fair meetings at AT&T and Siemens. Coordination with other HOT Line companies continues.

Pace Route 554

- Most recent ridership data provided by Pace for Route 554 was for May 2008. Average daily use was 134, about 2% higher than 2007 on a comparable year to date basis.
- Status meeting held with Pace and other participating communities. Pace has recommended changes to the route to attract additional riders that would travel through Hanover Park. They are currently talking with the Village of Hanover Park to determine if they would be willing to participate with the funding of the revised route.
- Depending on ridership, Pace will evaluate the possibility of assuming the cost of route, not likely until 2011 or 2012.

Roselle Road Traffic Signal

- To satisfy State and County needs, an update of the previous technical studies related to the intersection was completed by the Village's project consultant.
- New traffic counts were performed by the consultant. Signal warrants are met and the analysis of the interaction between this signal, Golf/Roselle Roads and Higgins/Roselle Roads is proceeding.
- The reports have been submitted to IDOT and Cook County requesting their review and approval of a new traffic signal.
- Discussion with property owners regarding easements for the signal have begun.

STAR Line

- Awaiting ridership modeling results from Metra and consultant.
- A major item of concern is the lack of state matching funds that would be provided through a new capital spending bill.
- The Village expressed concern along with Northwest Municipal Conference on the potential implications of the Canadian National Purchase of EJ&E on the STAR Line. These have been communicated to the STB. Metra is discussing with CN representatives.
- The next meeting for the Task Force will be held on September 18, 2008 at the Village Hall. The next meeting for the Technical Advisory Group to be scheduled.

Subsidized Taxi Program

- Registration continues with identification cards and coupons sent to residents.
- Information on program registration provided on Village website.
- Provided information to CRC for distribution. CRC forwarded applications received at their office. Attended meeting at CRC to issue permanent identification cards and receive new applications.
- Working on contacts for potential additional providers. One company is Spanish speaking while the other operates lift-equipped vehicles.

Transit Information

- Received one (1) question regarding public transit information.
- Keeping log of public transit related requests, inquiries, phone calls, etc.
- Public transit information provided on Village website.
- Staff is developing an informational brochure on transit services offered in the Village.
- Coordinated Transit Fairs at AT&T and Siemens with Pace. Information on HOT Line and new rideshare program was provided to employees.

3. PRAIRIE STONE TRAFFIC MANAGEMENT

- Event planning and coordination with Police Department, Standard Parking, and Sears Centre staff continues for Sears Centre.

4. TRAFFIC STUDIES / OTHER

- Additional information has been included on the website for engineering services as well as posting new transportation data.
- Gathering traffic volumes on Village collector streets for use in Village GIS database.
- Village ADT Map posted to website.

5. VILLAGE PROJECTS

Algonquin Road Sidewalk

- Staff has met with IDOT to conduct an audit of the project.
- IDOT will prepare invoices. Final invoice and payment likely to occur in 2008.

Neighborhood Speed Watch Program

- Several residents are considering speed watch. No sites are currently scheduled.

Pavement Management System and Street Revitalization

- Project is nearing completion.
- All streets have been rated for the 2009 project. Currently developing the project lists for discussion with CIB.

Shoe Factory Road - Cook County

- Waiting for response from County on alignment options.

Higgins Road Pedestrian / Bicycle Project

- CMAQ application submitted to CMAP for 80% Federal Grant Funding. Project received preliminary approval.

Bicycle Planning

- Developing GIS database of surrounding bicycle facilities.
- Gathering bicycle plans from surrounding communities.
- Assessing possible bicycle facilities along specific streets in the Village. Anticipate information to be available for discussion during CIP process.
- Keeping log of bicycle related requests, inquiries, phone calls, etc.

6. CN PURCHASE OF EJ&E

- Submitted letter to STB opposing CN request for an expedited environmental review and STB decision. STB established a schedule for review.
- Draft EIS released July 25, 2008.
- Comments on Draft EIS due September 30, 2008. Village will submit technical comments on Draft EIS topics.
- Final EIS between December 2008 and January 2009 (target).
- Final STB Board decision following Final EIS.
- CN representatives met with Village officials to discuss and review local concerns.
- Information posted on Village website.
- Public open house meetings scheduled for Draft EIS. Eight meetings to be held including Barrington on August 27, 2008.
- Attended open house meeting held by STB in Mundelein.