

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
March 28, 2016

7:00 p.m.

Members:	Anna Newell, Chairperson	Gary G. Stanton, Trustee
	Michael Gaeta, Vice Chairperson	Gayle Vandenberg, Trustee
	Gary Pilafas, Trustee	William McLeod, Mayor
	Karen V. Mills, Trustee	

- I. Roll Call**
- II. Approval of Minutes – February 22, 2016**

NEW BUSINESS

- 1. Request approval of an ordinance adding a termination date to the sanitary sewer recapture provisions included in Ordinance 2884-1997.
- 2. Request approval for the Historical Sites Commission to proceed with 2016 budgeted activities and events, in an amount not to exceed \$1,200.
- 3. Request authorization to extend 2014 contract for 2016 Concrete Maintenance/Restoration to Globe Construction, Addison, IL (low bid), at a unit price of \$7.99 per square foot for sidewalk, \$35.00 per lineal foot for curb replacements, and \$78.00 per square yard for driveway apron replacements, in an amount not to exceed \$110,000.
- 4. Request authorization to award contract for 2016 Contracted Parkway Tree Trimming Program to Central Tree Service, Hoffman Estates, IL (low bid), in an amount not to exceed \$50,000.
- 5. Request authorization to waive formal bidding and contract remodeling services for the replacement of carpeting and office partitions, work stations, and file cabinets for Public Works Center through The Cooperative Purchasing Network (TCPN) consortium to Midwest Office Interiors, Woodridge, IL, in an amount not to exceed \$126,353.20.
- 6. Request authorization to award contract for purchase of thirty (30) complete Mueller fire hydrants to Ziebell Water Service Products Inc., Elk Grove Village, IL (low bid), in an amount not to exceed \$91,500.
- 7. Request acceptance of the Department of Public Works Monthly Report.
- 8. Request acceptance of the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance call the ADA Coordinator at 847/882-9100.

**PUBLIC WORKS & UTILITIES
COMMITTEE MEETING MINUTES**

February 22, 2016

I. Roll Call

Members in Attendance:

**Anna Newell, Chairperson
Michael Gaeta, Vice Chairperson
Trustee Gary Pilafas
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gayle Vandenberg
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Kevin Kramer, Director of Econ. Dev.
Tom Mackie, Deputy Fire Chief
Ted Bos, Police Chief
Joseph Nebel, Dir. of Public Works
Rachel Musiala, Director of Finance
Bruce Anderson, CATV Coordinator
Fred Besenhoffer, Director of IS
Ashley Monroe, Asst. to Village Manager
Austin Pollack, Admin. Intern
Bev Romanoff, Clerk
Patti Cross, Asst. Corp Counsel**

The Public Works and Utilities Committee meeting was called to order at 7:18 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Public Works & Utilities Committee meeting minutes of January 25, 2016 Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request authorization to waive formal bidding and purchase one (1) replacement heavy-duty Vactor/Flusher Truck through the 2016 Northwest Municipal Conference Suburban Purchasing Cooperative pricing from Standard Equipment Co., Chicago, IL, in an amount not to exceed \$438,089.**

An item summary sheet from Joe Nebel and Bob Markko was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to waive formal bidding and purchase one (1) replacement heavy-duty Vactor/Flusher Truck through the 2016 Northwest Municipal Conference Suburban Purchasing Cooperative pricing from Standard Equipment Co., Chicago, IL, in an amount not to exceed \$438,089. Voice vote taken. All ayes. Motion carried.

2. **Request authorization to extend the 2014 contract for 2016 contracted weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low bid) in an amount not to exceed \$15,120.**

An item summary sheet from Joe Nebel and Kelly Kerr was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to extend 2014 contract for 2016 contracted weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low bid) in an amount not to exceed \$15,120. Voice vote taken. All ayes. Motion carried.

3. **Request authorization to extend 2014 contract for 2016 valve assessment program to M.E. Simpson Co., Valparaiso, IN (low qualified proposal) in an amount not to exceed \$60,000.**

An item summary sheet from Joe Nebel and Haileng Xiao was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg to extend 2014 contract for 2016 valve assessment program to M.E. Simpson Co., Valparaiso, IN (low qualified proposal) in an amount not to exceed \$60,000. Voice vote taken. All ayes. Motion carried.

4. **Request authorization to award contract for 2016 water/sewer parkway landscape restoration to Milieu Design, Wheeling, IL (low qualified bid) at a unit price of \$5.95 per square yard for seeding and \$9.95 per square yard for sodding, in an amount not to exceed \$30,000.**

An item summary sheet from Joe Nebel and Haileng Xiao was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to award contract for 2016 water/sewer parkway landscape restoration to Milieu Design, Wheeling, IL (low qualified bid) at a unit price of \$5.95 per square yard for seeding and \$9.95 per square yard for sodding, in an amount not to exceed \$30,000. Voice vote taken. All ayes. Motion carried.

5. **Request acceptance of the Department of Public Works Monthly Report.**

The Department of Public Works monthly report was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

6. Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.

The Department of Development Services monthly report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:27 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval of an ordinance adding a termination date to the sanitary sewer recapture provisions included in Ordinance 2884-1997

MEETING DATE: March 28, 2016

COMMITTEE: Public Works & Utilities

FROM: Mark Koplin/Patricia Cross

PURPOSE: Request approval of an ordinance adding a termination date to the sanitary sewer recapture provisions included in Ordinance 2884-1997.

BACKGROUND: Ordinance 2884-1997 (approved January 6, 1997) provides for recapture of costs for oversizing of sanitary sewer lines south of the Northwest Tollway and west of the CN Railroad constructed by Pasquinelli (home builder) in 1997 on property once belonging to the Golf and Rohrssen Limited Partnership. The purpose of a recapture ordinance is to reimburse a developer/property owner for the costs incurred in making improvements that benefit properties other than its own. The off-site sewer improvements in this case were oversized to serve other development parcels beyond Hunters Ridge at a total cost of \$172,185, or \$161.52 per acre, plus 7% annual interest. The ordinance did not include a termination date as is typically provided in all Village recaptures. It is noted that a recapture for water improvements by the same developer approved within a couple months of the sanitary sewer recapture did have a 20 year termination date.

DISCUSSION: This agenda item is an administrative "clean up" item to correct an oversight from 1997. All Village recaptures that staff reviewed include a termination date. Village approved recaptures typically have a fixed term and do not continue indefinitely. A similar recapture ordinance benefitting the same developer for water system improvements did include a 20 year term and recently expired. In the case of Ordinance 2884, there is no end date included in the original text. Staff recommends approving an ordinance adding a termination date to the provisions of Ordinance 2884-1997 to be effective January 6, 2017 (20 years from original approval date).

A draft ordinance is attached for consideration.

RECOMMENDATION: Approval of an ordinance adding a January 6, 2017, termination date to the sanitary sewer recapture provisions originally included in Ordinance 2884-1997.

Attachment

VILLAGE OF HOFFMAN ESTATES

**AN ORDINANCE FOR THE RECOUPMENT OF THE
COST OF CONSTRUCTION AND THE PAYMENT FOR
THE HUNTERS RIDGE OFFSITE SANITARY SEWER IN
THE VILLAGE OF HOFFMAN ESTATES, ILLINOIS (PASQUINELLI)**

WHEREAS, Golf and Rohrssen Limited Partnership was the owner (hereinafter the "Owner") of certain real estate (hereinafter the "Real Estate") legally described on Exhibit "A" attached hereto, and located in the Village; and

WHEREAS, the Village of Hoffman Estates (hereinafter the "Village") is a municipal corporation; and

WHEREAS, the Owner has constructed at its expense a certain sanitary sewer (hereinafter the "Facility") to serve the Real Estate and to be capable of serving certain other premises, and have agreed that the Facility will be owned by the Village; and

WHEREAS, the Facility is oversized and more expensive than would be required to serve the needs of the Real Estate alone, and was so constructed at the express request of the Village in order to serve and benefit other properties specifically described on Exhibit "B" attached hereto; and

WHEREAS, it was determined that the cost of the construction of the Facility over and above the cost benefit to the Real Estate was One Hundred Seventy Two Thousand, One Hundred Eighty-Five Dollars (\$172,185); and

WHEREAS, the parties recognize and acknowledge that said Facility shall be the property of the Village of Hoffman Estates; and

WHEREAS, since the Facility was required to be oversized in the opinion of the Village Engineer, it is necessary to require payment of recoupment by parties requiring any sanitary facilities in the area described in Exhibit "B" whether or not they tap on to the Facility; and

WHEREAS, Ordinance 2884-1997 did not include a termination date.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That no person, firm or corporation, being the owner of or party interested in, nor any contractor, agent or other representative of such owner or party interested, of any property described in Exhibit "B", shall tap on to any sewer facility in the Village without first having obtained a permit from the Village of Hoffman Estates to make such tap on. No such permit shall be issued unless the applicant shall first pay to the Village of Hoffman Estates the

sum per acre equal to that allocated on a parcel-by-parcel basis of \$161.52 per acre paid to the Owner by such tap on, plus seven percent (7%) annual interest with interest compounded annually to initiate from the date of February 1, 1995, together with a charge of five percent (5%) of such amounts as a special service charge for the Village if the owner has not recouped its principal and interest. Such charges shall be in addition to the usual charges payable to the Village for making sewer line connections. Such payments shall not release property owner or owners from the payment of the established fees chargeable by the Village of Hoffman Estates for sewer service rendered.

Section 2: That all monies collected pursuant to this Ordinance by the Village of Hoffman Estates from the owners of property desiring to use the Facility for such connection charges, provided for in the preceding sections of this Ordinance, except the five percent (5%) service charge and usual connection fees and charges made by the Village of Hoffman Estates shall, within ninety (90) days after receipt thereof by the Village be remitted to the Owner or its successors or assigns paying for the Facility.

Section 3: That any person, firm or corporation being the owner or owners of, or parties interested in, any property and any contractor, agent or representative of any such person, firm or corporation making connections with the improvements referred to herein, without first making application to the Village of Hoffman Estates for a permit, and without first paying the fees and charges herein provided for, shall be subject to a fine of not less than Fifty Dollars (\$50.00) nor more than Five Hundred Dollars (\$500.00) and upon conviction thereof, the Village shall enter upon said property and remove all such connections thereof so made without first obtaining the permit and the payment of the charges herein provided.

Section 4: That the Facility herein described is a public improvement, title to which will be vested in the Village of Hoffman Estates and nothing herein contained shall be construed in any manner to vest any property rights in said Facility in any other person, firm or corporation.

Section 5: That this Ordinance shall apply to owners of property desiring to make connections to the Facility until Owner recoups its principal and the interest thereon, but in no event later than January 6, 2017.

Section 6: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 7: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2016

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Michael Gaeta	_____	_____	_____	_____
Trustee Gayle Vandenberg	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2016

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2016.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval for the Historical Sites Commission to proceed with 2016 budgeted activities and events, in an amount not to exceed \$1,200.

MEETING DATE: March 28, 2016

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Paul Petrenko, Staff Liaison

PURPOSE: Approval for Historical Sites Commission to proceed with 2016 budgeted activities and events.

BACKGROUND: 2016 budget allocations for the Historical Sites Commission include funding to hold several planned projects and events.

DISCUSSION: *April 24 2016 and October 16, 2016 – Greve Cemetery Tours; 1:00 p.m.*

Small group guided tour of Greve Cemetery – weather permitting. This is a free event.

April 23, 2016 – Spring Event 1:00 p.m.

Wes Nelson, fourth generation of beekeepers, of Harvard, IL will speak about the adventure of beekeeping. His artist wife Jill will display and sell bees wax tapers and votive candles and honey.

July 24, 2016 – Sunderlage Open House; 12:00 p.m. – 4:00 p.m.

“Remembering the 1950s” Vintage cars will be on display outside Sunderlage House and inside exhibits will remember the 1950s in Hoffman Estates. Tours of the historic house. The Schaumburg Township Historical Society will sponsor a free Ice Cream Social on the lawn.

DISCUSSION, continued:

October 15, 2016 – Pumpkin Fest; 11:00 a.m. – 1:30 p.m.

This will be the 20th annual Pumpkin Fest event. Small pumpkins are provided along with acrylic paints for decorating on site. Many of the past participants have stated that they always look forward to this event every year. The event promotes the farmhouse for residents who are not aware of its history. Approximately 50 pumpkins are purchased locally. A nominal fee is charged for each pumpkin. Light refreshments are provided. \$200 is budgeted.

December 3, 2016 – Teddy Bear Holiday Party; starts promptly at 1:00 p.m.

This will be the 20th annual party. The farmhouse is decorated with a holiday tree trimmed with teddy bears. This is particularly appealing to children as well as to their parents. There is no charge for admission, but reservations are required. There is a visit from Santa, a gift of a small bear from the tree, and refreshments. \$150 is budgeted.

FINANCIAL IMPACT:

In summary, the following activities are earmarked for accomplishment during fiscal year 2016:

2016 Activities	Cost
April 24 & Oct. 16 - Greve Cemetery Tours	\$0
April 23 – Spring Event	\$200
July 24 – Sunderlage Open House	\$650
October 15 – Pumpkin Fest	\$200
December 3 – Teddy Bear Holiday Party	\$150
Total	\$1,200

RECOMMENDATION:

Request approval for the Historical Sites Commission to proceed with 2016 budgeted activities and events, in an amount not to exceed \$1,200.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to extend 2014 contract for 2016 Concrete Maintenance/Restoration to Globe Construction, Addison, IL (low bid) at a unit price of \$7.99 per square foot for sidewalk, \$35.00 per lineal foot for curb replacements, and \$78.00 per square yard for driveway apron replacements, in an amount not to exceed \$110,000.

MEETING DATE: March 28, 2016

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Haileng Xiao, Superintendent of Water and Sewer

PURPOSE: To provide contracted services for 2016 Concrete Maintenance / Restoration replacement program.

BACKGROUND: Sidewalk replacements have been contracted since the late 1980's funded by both the general fund and the water/sewer fund. The combined bid program includes replacement of deteriorated sidewalk sections on non-revitalization streets, and concrete restoration at sites of excavations for water/sewer main repairs. By combining the work into one bid, the quantity of product increases which results in a lower per unit price.

DISCUSSION: Concrete Maintenance/Restoration bids were opened on March 18, 2014, at 9:00 a.m. Bid proposals were received from three (3) contractors. Globe Construction of Addison, IL was the low bidder for the 2014 Concrete Maintenance/Restoration and for the 2015 and 2016 alternate bids. Results of the bid opening are attached.

Globe Construction has performed concrete restoration for the Village in the past, our experience with this firm has been very satisfactory. Globe Construction has worked in the municipalities of: Village of Wilmette; Village of Westchester; and the Village of Niles. Each community was satisfied with the contractor's work quality and the timeliness of their service delivery.

FINANCIAL IMPACT:

The estimated total cost for concrete restoration at water/sewer excavation sites and planned replacement of sidewalk sections is \$110,000. FY 2016 CIP for general fund will cover 55% or \$60,000 and FY 2016 water & sewer budget will cover the remaining 45% or \$50,000.

RECOMMENDATION:

Request authorization to extend 2014 contract for 2016 Concrete Maintenance/Restoration to Globe Construction, Addison, IL (low bid) at a unit price of \$7.99 per square foot for sidewalk, \$35.00 per lineal foot for curb replacements, and \$78.00 per square yard for driveway apron replacements, in an amount not to exceed \$110,000.



Globe Construction Inc

1781 Armitage Court
Addison, Illinois 60101
Phone: (630) 620-0313
Fax: (630) 620-0205
Email: globeconstructioninc@gmail.com

February 4, 2016

Village of Hoffman Estates
Attn: BETH SKOWRONSKI
1900 Hassell Rd
Hoffman Estates, IL 60169

Re: 2016 Concrete Maintenance Program Pricing

Beth,

Globe Construction will honor the following prices for the 2016 Concrete Maintenance Program as stated in our 2014 Bid.

Sidewalk \$7.99/sf
Curb & Gutter \$35.00/lf
Driveway Apron \$78.00/sy

We hope our past services, as well as future services, will continue to help the Village of Hoffman Estates.

If you have any questions or require additional clarification in reference to this pricing, please contact me at your convenience.

Sincerely,

Peter Martire
President

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to award contract for 2016 Contracted Parkway Tree Trimming Program to Central Tree Service, Hoffman Estates, IL (low bid), in an amount not to exceed \$50,000.

MEETING DATE: March 21, 2016

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Kelly Kerr, Village Forester

PURPOSE: To maintain proper visibility and safety for vehicular and pedestrian traffic, to promote health and vitality for disease resistance and attack from destructive insect pests, to regulate and encourage proper growth, reduce wind and snow/ice damage and to improve aesthetic characteristics to the overall tree canopy.

BACKGROUND: On February 10, 2016, the Village advertised for bids and sent bid documents to nine (9) vendors. These bids also sought options for 2nd and 3rd year contract extensions which saves staff time and allows vendors to bid on the potential of three years of work.

On March 1, 2016, eight (8) bids were opened and staff began an evaluation process. After reviewing the bids it was determined that Central Tree Service, Hoffman Estates, IL was the lowest responsible bidder. This firm's performance is known to the Village of Hoffman Estates, as they have been the contractor utilized to remove a majority of the EAB infected parkway trees in the past 3 years. Our overall experience with this firm has been very satisfactory. Central Tree Service has performed like services for numerous other municipalities including Carpentersville, Crystal Lake, South Barrington, Illinois Department of Natural Resources and Boone County Conservation District. A comparison/tabulation of the eight (8) bid proposals is attached.

DISCUSSION:

The 2016 budget includes funding for the use of (annual) contractor assisted tree trimming to augment the current in-house tree trimming program. This ongoing annual tree trimming program permits needed maintenance to occur on regularly scheduled intervals. It enables the timely removal of existing and potential hazardous conditions. Contractor help also assists with providing the care necessary for the strong development and health of Village parkway trees. In addition, the vendor work permits increased time and ability of Village team members to address residents' requests for service.

It has been frequently noted that areas receiving scheduled recurring trimming experience a dramatic decrease in resident requested in-house trimming operations and storm damage.

FINANCIAL IMPACT:

In 2016, a total of \$50,000 has been budgeted for contractor assisted tree trimming. The low qualifying bid received was in the amount of \$42,525.00 based on an *estimated quantity* of trees to be trimmed. This quantity was for the purpose of comparing bids only. The Village reserved the right to change, add or delete quantities of trees to be trimmed as it deems necessary. The amount of contracted tree trimming to be performed each year will be entirely conditioned upon the total amount of funds budget allocated for the program each fiscal year. This was indicated in the bid specifications. Based on these specification requirements bidders submitted prices per tree to be trimmed by tree size class as indicated on the attached tabulation of bids form.

Given our ability to control the quantity of trees the contractor will trim, staff can cause the contract sum to be equal to that of the annual funding allocation.

The specifications mailed requesting bids from contractors for the performance of this work for included an option, solely for the Village's future consideration, for extension of the contract for the respective 2017 and 2018 seasons. The value of potential contract extension, based upon vendor contract performance during the current season has been proven. The better care the successful contractor provides for the sites this year, in order that he attains VOHE's contract extension for the next season, the better the cumulative effect that this improved care level has upon VOHE properties.

RECOMMENDATION:

Request authorization to award contract for 2016 Contracted Parkway Tree Trimming Program to Central Tree Service, Hoffman Estates, IL (low bid), in an amount not to exceed \$50,000.

Note: Bid specifications and proposals in white binder in Trustee's Ante Room.

2016 SEASON CONTRACTOR TRIMMING

STATE OF ILLINOIS
VILLAGE OF HOFFMAN ESTATES
TABULATION OF BIDS

CONTRACTOR PARKWAY TREE TRIMMING 2016

Items	Central Tree Service Hoffman Estates, IL		Steve Piper & Sons Naperville, IL		Trees "R" Us, Inc Wauconda, IL		The Davey Tree Expert Co Kent, OH	
	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Proposal Guarantee:								
Terms: Bid Deposit Check Yes/NO								
County: Cook								
Municipality or Road District: Hoffman Estates								
Section: March 1, 2016								
Estimate \$								
Appropriation \$								
Attended by: Ken Gomoll								
Bid Bond / Bid Check								
Quantity								
Est.								
Qty.								
2016								
Size Class A (4" to 12")	\$19.00	\$11,400.00	\$16.60	\$9,960.00	\$24.00	\$14,400.00	\$24.00	\$14,400.00
Size Class B (12.1" to 18")	\$29.00	\$13,630.00	\$29.10	\$13,677.00	\$34.00	\$15,980.00	\$46.00	\$21,620.00
Size Class C (18.1" to 24")	\$39.00	\$8,970.00	\$48.00	\$11,040.00	\$48.00	\$11,040.00	\$55.00	\$12,650.00
Size Class D (24.1" to 30")	\$55.00	\$4,400.00	\$77.50	\$5,200.00	\$60.00	\$4,800.00	\$66.00	\$5,280.00
Size Class E (30.1" to 36")	\$75.00	\$2,250.00	\$89.40	\$2,682.00	\$60.00	\$1,800.00	\$90.00	\$2,700.00
Size Class F (36" plus)	\$75.00	\$1,875.00	\$116.25	\$2,906.25	\$60.00	\$1,500.00	\$90.00	\$2,250.00
		\$42,525.00		\$46,465.25		\$49,520.00		\$58,900.00
Alternate Bid								
Est.								
Qty.								
2017 Season								
Size Class A (4" to 12")	\$20.00	\$7,700.00	\$16.95	\$6,525.75	\$24.48	\$9,424.80	\$24.75	\$9,528.75
Size Class B (12.1" to 18")	\$30.00	\$12,600.00	\$29.70	\$12,474.00	\$34.68	\$14,565.60	\$47.40	\$19,908.00
Size Class C (18.1" to 24")	\$40.00	\$13,200.00	\$49.00	\$16,170.00	\$48.96	\$16,156.80	\$56.65	\$18,694.50
Size Class D (24.1" to 30")	\$55.00	\$6,600.00	\$79.05	\$9,486.00	\$61.20	\$7,344.00	\$68.00	\$8,160.00
Size Class E (30.1" to 36")	\$75.00	\$2,250.00	\$91.20	\$2,736.00	\$61.20	\$1,836.00	\$92.50	\$2,775.00
Size Class F (36" plus)	\$75.00	\$1,875.00	\$118.60	\$2,965.00	\$61.20	\$1,530.00	\$92.50	\$2,312.50
		\$44,225.00		\$50,358.75		\$50,857.20		\$61,378.75
Alternate Bid								
Est.								
Qty.								
2018 Season								
Size Class A (4" to 12")	\$20.00	\$5,600.00	\$17.30	\$4,844.00	\$24.97	\$6,991.60	\$25.00	\$7,000.00
Size Class B (12.1" to 18")	\$30.00	\$10,200.00	\$30.30	\$10,302.00	\$35.37	\$12,025.80	\$48.00	\$16,320.00
Size Class C (18.1" to 24")	\$40.00	\$12,800.00	\$50.00	\$16,000.00	\$49.94	\$15,980.80	\$57.00	\$18,240.00
Size Class D (24.1" to 30")	\$55.00	\$8,250.00	\$80.65	\$12,097.50	\$62.42	\$9,363.00	\$69.00	\$10,350.00
Size Class E (30.1" to 36")	\$75.00	\$2,250.00	\$93.00	\$2,790.00	\$62.42	\$1,872.60	\$93.00	\$2,790.00
Size Class F (36" plus)	\$75.00	\$1,875.00	\$120.95	\$3,023.75	\$62.42	\$1,560.50	\$93.00	\$2,325.00
		\$40,975.00		\$49,057.25		\$47,794.30		\$57,025.00
Bid Total 2016		\$42,525.00		\$46,465.25		\$49,520.00		\$58,900.00
Total Bid 2017 - Alternate Bid		\$44,225.00		\$50,356.75		\$50,857.20		\$61,378.75
Total Bid 2018 - Alternate Bid		\$40,975.00		\$49,057.25		\$47,794.30		\$57,025.00
Grand Total for all 3 Years		\$127,725.00		\$145,879.25		\$148,171.50		\$177,303.75

2016 SEASON CONTRACTOR TRIMMING

STATE OF ILLINOIS
 VILLAGE OF HOFFMAN ESTATES
 TABULATION OF BIDS
 CONTRACTOR PARKWAY TREE TRIMMING 2016

County: Cook Municipality or Road District: Hoffman Estates Section: Contractor Parkway Tree Trimming 2016 Estimate \$	March 1, 2016 Time: 9:00 a.m. Appropriation \$ Attended by: Ken Gomoll	Winklers Tree & Landscape, Inc LaGrange, IL		Bode Tree Care Barrington, IL		Clean Cut Tree Service Graylake, IL		Kramer Tree Specialists, Inc West Chicago, IL		
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
Proposals Guaranties:	Bid Bond / Bid Check	Quantity								
Terms: Bid Deposit Check Yes/NO	Bid Bond	Est.								
		Qty.								
2016 Parkway Tree Trimming										
Size Class A (4" to 12")		600	\$45.00	\$27,000.00	\$26.00	\$15,600.00	\$38.00	\$23,400.00	\$62.00	\$37,200.00
Size Class B (12.1" to 18")		470	\$45.00	\$21,150.00	\$38.00	\$18,330.00	\$68.00	\$31,960.00	\$106.00	\$49,820.00
Size Class C (18.1" to 24")		230	\$45.00	\$10,350.00	\$71.00	\$11,730.00	\$85.00	\$18,550.00	\$155.00	\$35,650.00
Size Class D (24.1" to 30")		80	\$45.00	\$3,600.00	\$71.00	\$5,680.00	\$135.00	\$10,800.00	\$210.00	\$16,800.00
Size Class E (30.1" to 36")		30	\$45.00	\$1,350.00	\$94.00	\$2,820.00	\$145.00	\$4,350.00	\$260.00	\$7,800.00
Size Class F (36" plus)		25	\$45.00	\$1,125.00	\$116.00	\$2,900.00	\$160.00	\$4,000.00	\$260.00	\$6,500.00
				\$64,575.00		\$57,060.00		\$94,060.00		\$153,770.00
Alternate Bid										
2017 Season										
Size Class A (4" to 12")		385	\$47.00	\$18,095.00	\$27.00	\$10,395.00	\$40.37	\$15,542.45	\$65.00	\$25,025.00
Size Class B (12.1" to 18")		420	\$47.00	\$19,740.00	\$40.00	\$16,800.00	\$70.38	\$29,559.60	\$112.00	\$47,040.00
Size Class C (18.1" to 24")		330	\$47.00	\$15,510.00	\$52.00	\$17,160.00	\$87.98	\$28,933.40	\$170.00	\$56,100.00
Size Class D (24.1" to 30")		120	\$47.00	\$5,640.00	\$72.00	\$8,640.00	\$139.73	\$16,767.60	\$230.00	\$27,600.00
Size Class E (30.1" to 36")		30	\$47.00	\$1,410.00	\$95.00	\$2,850.00	\$150.00	\$4,500.00	\$270.00	\$8,100.00
Size Class F (36" plus)		25	\$47.00	\$1,175.00	\$117.00	\$2,925.00	\$165.60	\$4,140.00	\$270.00	\$6,750.00
				\$61,570.00		\$58,770.00		\$98,543.05		\$170,615.00
Alternate Bid										
2018 Season										
Size Class A (4" to 12")		280	\$48.00	\$13,440.00	\$28.00	\$7,840.00	\$41.78	\$11,698.40	\$70.00	\$19,600.00
Size Class B (12.1" to 18")		340	\$48.00	\$16,320.00	\$41.00	\$13,940.00	\$72.84	\$24,765.60	\$118.00	\$40,120.00
Size Class C (18.1" to 24")		320	\$48.00	\$15,360.00	\$53.00	\$16,960.00	\$81.00	\$29,120.00	\$180.00	\$57,600.00
Size Class D (24.1" to 30")		160	\$48.00	\$7,200.00	\$73.00	\$10,950.00	\$144.62	\$21,683.00	\$245.00	\$36,750.00
Size Class E (30.1" to 36")		30	\$48.00	\$1,440.00	\$96.00	\$2,880.00	\$165.25	\$4,657.50	\$280.00	\$8,700.00
Size Class F (36" plus)		25	\$48.00	\$1,200.00	\$118.00	\$2,950.00	\$171.40	\$4,285.00	\$290.00	\$7,250.00
				\$54,960.00		\$55,520.00		\$98,219.50		\$170,020.00
Bid Total 2016				\$64,575.00		\$57,060.00		\$94,060.00		\$153,770.00
Total Bid 2017 - Alternate Bid				\$61,570.00		\$58,770.00		\$99,543.05		\$170,615.00
Total Bid 2018 - Alternate Bid				\$54,960.00		\$55,520.00		\$86,219.50		\$170,020.00
Grand Total for all 3 Years				\$181,105.00		\$171,350.00		\$289,822.55		\$494,405.00

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to waive formal bidding and contract remodeling services for the replacement of carpeting and office partitions, work stations, and file cabinets for Public Works Center through The Cooperative Purchasing Network (TCPN) consortium to Midwest Office Interiors, Woodridge, IL, in an amount not to exceed \$126,353.20.

MEETING DATE: March 28, 2016

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Paul Petrenko, Facilities Manager

PURPOSE: To purchase new carpeting and office partitions, work stations, and file cabinets for Public Works Center using The Cooperative Purchasing Network (TCPN).

BACKGROUND: On October 6, 2014 the Board approved the purchase of chairs, tables, and wait area furniture for the Public Works Center from Midwest Office interiors using The Cooperative Purchasing Network (TCPN) as the first phase of upgrading the aging furniture in the administrative office, conference room, and training room at the Public Works Center.

The rest of the office furniture is original to the Public Works Center (1989), many workstations and partitions are worn, missing parts and in need of an upgrade. The carpet is well past its replacement life cycle and is exhibiting wear in the traffic areas. The walls are also in need of repainting as well. Funding was allocated to proceed with the second phase of the remodeling to replace workstations, file cabinets, desks, carpeting, and repaint the walls in the administrative area of the Public Works Center.

DISCUSSION: Staff invited Midwest Office Interiors to examine the site, interview staff to determine their needs, and put together a plan to reconfigure the open office area to optimize work efficiencies. In all, 6 workstations, 2 file areas, 1 reception area, and private offices were included in the upgrade. Commercial grade carpet squares were selected so that any future damaged sections and worn high traffic areas could easily be replaced. The furniture will match that being used at the Village Hall using the same design, style, colors and fabrics. This will insure that the parts and panels would be interchangeable.

DISCUSSION (Continued):

The project will be completed in two phases with the perimeter offices completed first and the open office area afterward. For each phase, the old furniture will be disassembled and moved to a staging area in the garage. The old carpeting will be removed and new carpet squares installed. Then the new workstations or desks and files are installed and the electrical and data lines are run and tested.

FINANCIAL IMPACT:

Allsteel TCPN bid pricing discounts were used for the quotation provided to the Village by Midwest Office Interiors. In order to further reduce costs, the painting of interior walls will be done by in-house staff before the new carpeting and furniture is installed. \$110,000 has been allocated in the 2016 budget for this project with 50% in the CIP 36000025-4604 Building Improvements fund and the balance in Bond 40407425-4604 Building Improvements fund. The funding shortfall will be made up through other 2016 accounts that will experience a 2016 budget surplus.

A five (5) % contingency has been included in the not to exceed request to cover any unplanned or unforeseen issues or changes that may arise during the remodeling project.

RECOMMENDATION:

Request authorization to waive formal bidding and contract remodeling services for the replacement of carpeting and office partitions, work stations, and file cabinets for Public Works Center through The Cooperative Purchasing Network (TCPN) consortium to Midwest Office Interiors, Woodridge, IL, in an amount not to exceed \$126,353.20.

REMIT TO:

Midwest Office Interiors, Inc.
10330 Argonne Woods Drive - Suite 600
Woodridge, IL 60517
Phone: (630) 850-8700

ACCEPTED:

DATE:



February 27, 2015

Mr. Mark Roumfort
President
Allsteel, Inc.
2210 Second Avenue
Muscatine, Iowa 52762

Re: Award of TCPN Contract # R142201

Dear Mr. Roumfort:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on February 24, 2015, The Cooperative Purchasing Network (TCPN) is pleased to announce that after approval of the exceptions as agreed upon in the terms and conditions, Allsteel, Inc. has been awarded an annual contract for the following, based on the sealed proposal (RFP# 14-22) submitted on December 10, 2014:

<u>Commodity/Service</u>	<u>Contractor</u>
Furniture & Installation	Allsteel, Inc,

The contract is effective May 1, 2015 and will expire on April 30, 2018. As indicated above, your TCPN Contract # is R142201. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4 ESC/TCPN and Allsteel, Inc.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please feel free to contact Deborah Bushnell at 713.554.0460.

Sincerely,


Jason Wickel
President

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to award contract for purchase of thirty (30) complete Mueller fire hydrants to Ziebell Water Service Products Inc., Elk Grove Village IL (low bid), in an amount not to exceed \$91,500.

MEETING DATE: March 28, 2016

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Haileng Xiao, Water Sewer Superintendent

PURPOSE: Request authorization to award contract for purchase of thirty (30) complete Mueller fire hydrants.

BACKGROUND: The Public Works Department has an annual hydrant program to replace hydrants damaged in vehicle accidents and to replace fire hydrants that are obsolete and parts are no longer available to repair them. Village development requirements and standards no longer allow these hydrants to be installed. There are over 180 obsolete hydrants still in service at this time. We currently have 2,715 Mueller Hydrants in service. In February, 2016, bids were advertised and sent to four (4) Mueller hydrant vendors.

DISCUSSION: On March 17, 2016, three (3) bids were opened by the Village Clerk for the purchase of thirty (30) complete fire hydrants. The bid results follow:

<u>Company</u>	<u>Total</u>
Ziebell Water Service Products Inc.	\$91,500
H.D. Supply, Inc.	\$93,925
Mueller Company	\$108,844

DISCUSSION:

The purpose of bid specification for Mueller Hydrants is for streamlining maintenance work and simplifying repair parts inventory. The low bidder is Ziebell Water Service Products Inc. for a total of \$91,500.

FINANCIAL IMPACT:

The line item in FY 2016 Annual Operating Budget including bond capital improvement projects has been increased to the level to cover the total costs of 30 complete fire hydrants.

RECOMMENDATION:

Request authorization to award contract for purchase of thirty (30) complete Mueller fire hydrants to Ziebell Water Service Products Inc., Elk Grove Village IL (low bid), in an amount not to exceed \$91,500.

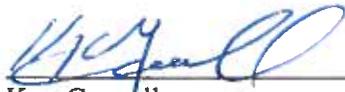
DEPARTMENT OF PUBLIC WORKS

FEBRUARY 2016 MONTHLY REPORT

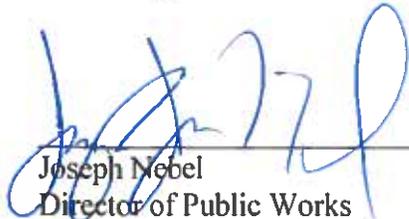
SUBMITTED TO PUBLIC WORKS COMMITTEE

MARCH 2016

- ADMINISTRATIVE AND TECHNICAL SERVICES
- FACILITIES
- FLEET SERVICES
- STREETS
- WATER AND SEWER

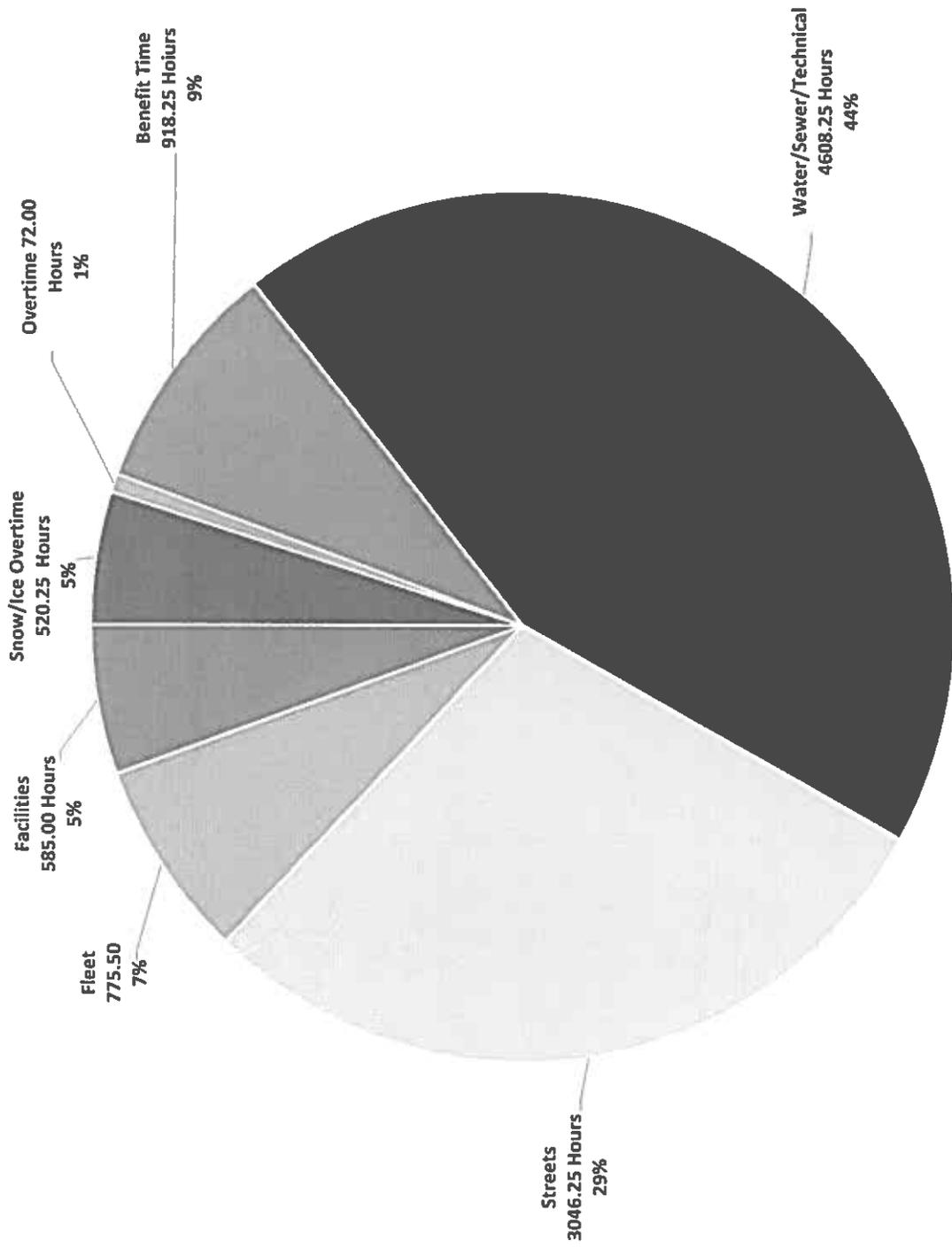


Ken Gombell
Assistant Director of Public Works

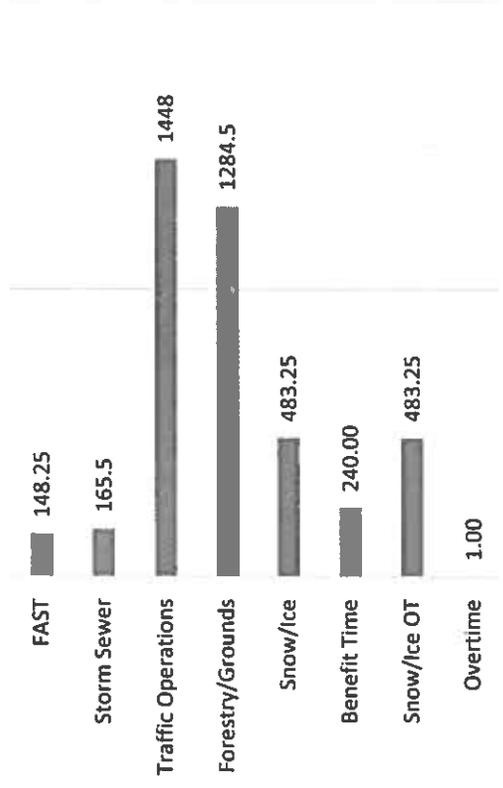


Joseph Nebel
Director of Public Works

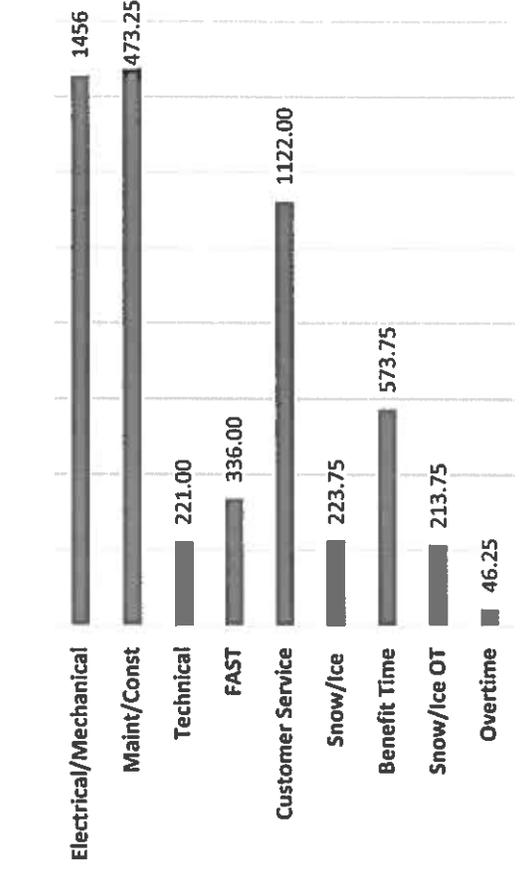
Public Works Department Total Hours February 2016



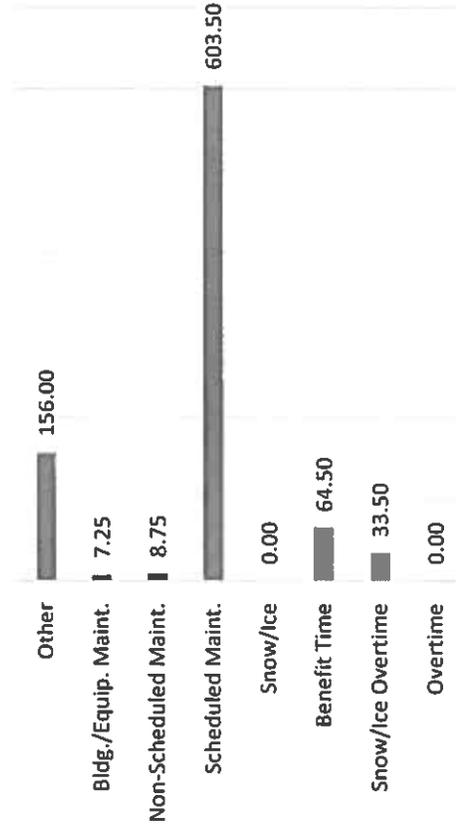
Street Total Hours February 2016



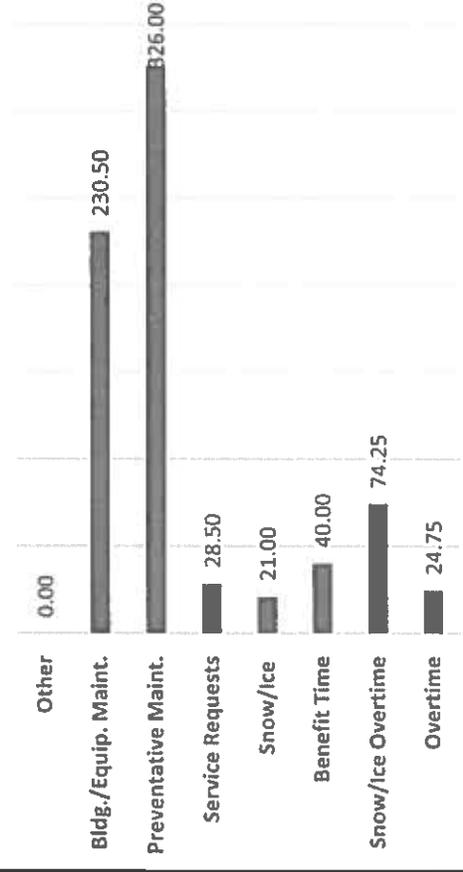
Water Total Hours February 2016



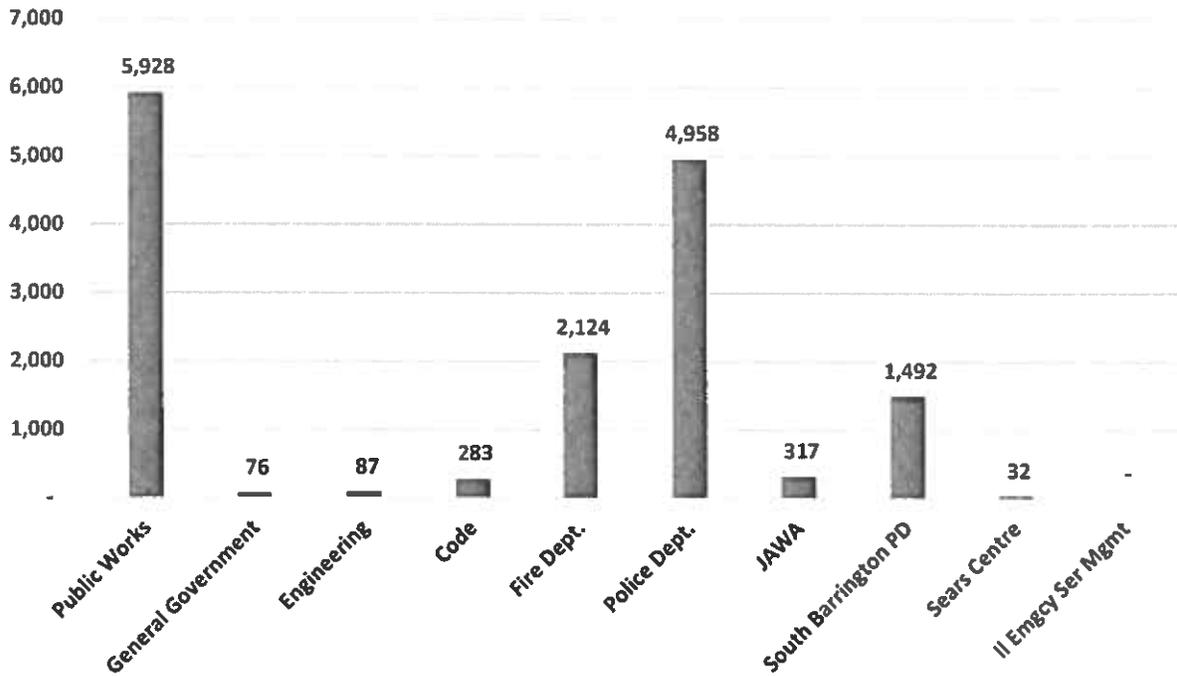
Fleet Total Hours February 2016



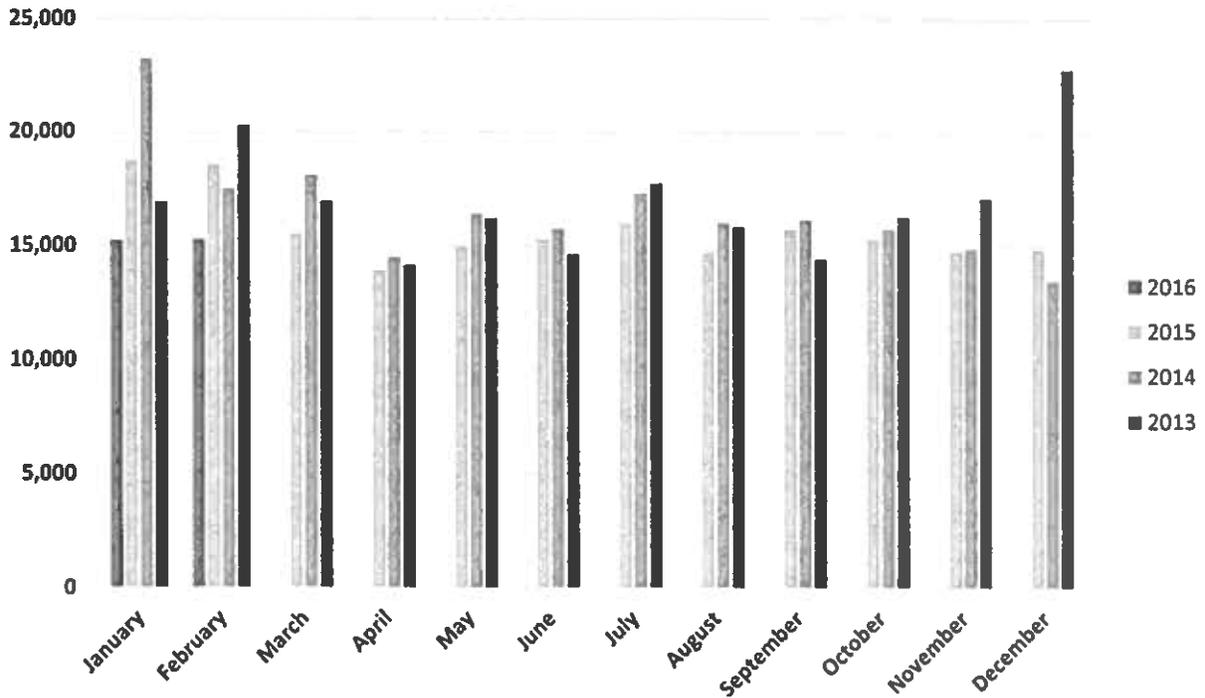
Facilities Total Hours February 2016



February 2016 Fuel Used by Department / Gallons



Total Fuel Used / Gallons



MAJOR PROJECT STATUS

Tollway Widening Project

The Illinois State Highway Toll Authority's (Tollway) "Move Illinois" project involving bridge work, sound walls, retaining walls and utility relocations for mainline widening is affecting a total of 14 water, sewer and fiber optical lines that cross the I-90 Tollway to provide services to the Village. Some sections are in direct conflict with proposed Tollway work. In order to avoid/eliminate conflicting situations sections of water & sewer mains and fiber optic cables must be relocated and casing pipes for water & sewer mains must be extended. One new crossing of 16" water main is needed in the future. The following is a brief update of what is being done to avoid construction conflicts to the 14 utility lines:

1. 4" fiber optic cable located immediately west of Beverly Road bridge in conflict with new storm sewer both north and south of the Tollway. Public Works is assisting IS in seeking a solution to relocate the cable. RFP is being sent out. Conflict was resolved by splicing the conduit and pulling a few more feet of fiber optical cable to clear off the new storm sewer.
2. 16" water main crossing both Beverly Road and I-90 Tollway in conflict with the bridge and new storm sewer. Design for relocation is complete. IEPA permit has been received. Work is to be included in Tollway construction planned for September 2015. Additional potholes were done and the existing water mains under NICOR gas mains and Beverly Road Bridge were located. The scope of work to resolve conflicts was reduced. The construction of the new 30" storm sewer safely passed the Village's 16" water main with sufficient clearance. 42" casing pipes were extended for the 16" water main crossing at both north and south of the Tollway.
3. JAWA 16" water main crossing I-90 Tollway near Hoffman Blvd (ComEd substation) in conflict with west bound lane. Casing pipe extension in the South is complete. Casing pipe extension to the North is not needed.
4. JAWA 12" water main crossing I-90 Tollway under Canadian National Tracks' bridge in conflict with the bridge abutment. The section of the water main is to be relocated. 3 months shut down is planned between June and August. The 12" water main was shut down on May 29 to let the bridge demolition work start. Installation of new replacement 12" water mains was completed with the replacement of JAWA's 12" valve. It was placed in service.
5. National Tracks' bridge is in conflict with the bridge abutment. CCTV inspection of the sewer main both prior to and after the construction is included in the Tollway contract to protect the pipe and all related cost is to be covered by the Tollway. The camera inspection of the sewer prior to the construction indicates the pipe is in good condition. The camera inspection of the sewer after the construction of the bridge abutment found no damage to the pipe.
6. 16" water main crossing both I-90 Tollway and Route 59 exit ramp in conflict with both east and west bound lanes and the exit ramp. Casing pipe extension and bend relocation is necessary. Engineering for corrective work is complete and included in Tollway construction. IEPA permit was issued. Re-grading near the water main at the exit ramp has started. New potholes provided more precise location of the existing water mains and the scope of work for casing pipe extension is changed. Installation of all water main casing pipes and relocation of water mains have been completed. The new water mains are to be placed in service pending completion of water samples and tests.
7. 12" water main crossing I-90 Tollway east of Barrington Road. Tollway engineer revised construction plan and avoided conflict in the north side of the Tollway. Construction of new storm sewer safely crossed Village's water mains. South side still need potholes to positively locate the water main. Conflict is unknown.

8. 4" fiber optic cable located north of the intersection of Stonington and Pembroke Ave. Pothole to locate the cable was not successful. Public Works continues to assist IS to locate the cable. Construction of new storm sewer safely crossed Village's fiber cable. The cable at the south side is in potential conflict with new storm sewer. Corrective work is scheduled in coordination with Tollway storm sewer installation.
9. 12" sanitary sewer force main for Pfizer lift station is near AT&T site. No conflicts have been detected through potholes that require major work **as of February 29, 2016.**
10. 12" water main crossing I-90 Tollway north of the Village Hall. No conflicts have been detected through potholes that require major work **as of February 29, 2016.**
11. 16" transmission water main crossing I-90 Tollway north of the Village Hall in conflict with retaining wall. Design work is complete for temporary solution with interconnect to the 12" water main. Application was submitted for IEPA permit. A total of 13 bids were received on bid closing date, December 18 and contract for the construction is awarded to Swallow Construction Corporation with the low qualified bid. **Cook County Highway permit was received. The contract was executed and pre-construction conference was schedule for early March.** Construction is to be completed before the end of April, 2016. A future permanent solution is a new crossing under I-90 Tollway.
12. 16" transmission water main crossing I-90 Tollway north of the Eisenhower School for Ela Road water mains. No conflicts have been detected through potholes that requires major work **as of February 29, 2016.**
13. 8" water main crossing I-90 Tollway south of Thomas Engineering site in conflict with retaining wall and proposed JAWA relocation. 8" water main crossing was disconnected, extended and reduced to 4" with a cap to be used as future sewer main at north of the Tollway and casing extension at south of the Tollway is pending approval of IGA with Tollway.
14. 4" sanitary sewer force main for Thomas Lift station south of the Thomas Engineering site in conflict with retaining wall and proposed JAWA relocation. The casing pipe will be extended both north and south of the Tollway as part of the Tollway construction. 30" casing pipe was extended north of the Tollway for protection. Casing extension south of the Tollway is pending due to busy Tollway construction schedule.

ADMINISTRATIVE AND TECHNICAL SERVICES

1. Participated in weekly site plan review meeting
2. Prepared articles for Citizen
3. Prepared monthly report charts
4. Coordinated R.O.W. pre-construction meetings
5. Performed parts purchasing for Fleet Services
6. Updated monthly performance measures report
7. Performed sidewalk inspections
8. Continue to edit intranet maps based on internal requests and normal updates
9. Assisted sanitary crew with flow management database
10. Performed bi-weekly sanitary database back-up and antivirus scan
11. Working on publishing "focused" maps within Intranet environment using ArcGIS online
12. Began updating new configurations for 4th of July maps
13. Met with Customer Service crew to discuss future mapping
14. Working on creating new maps and apps for field use
15. Researching asset management software
16. Finalized order of Pipetech (CCTV inspection software)
17. Completed MWRD Compliance report in conjunction with Baxter & Woodman
18. Facilitating mapping for sanitary televising and manhole inspections by American Underground

UTILITY LOCATES TEAM

1. Performed 473 regular priority J.U.L.I.E. utility locates for the month; 1,193 year-to-date
2. Performed 32 emergency priority J.U.L.I.E. utility locates for the month; 58 year-to-date
3. Participated in 2 Utility Joint Meets; 4year-to-date
4. Performed R.O.W. inspections

STREETS

- **F.A.S.T. (Fast Action Service Team)**

1. Responded to 34 requests for the month, 45 year-to-date
2. Assisted meter shop with shut-offs of delinquents meter accounts
3. Performed water bill drop box pick ups
4. Performed mail run duties
5. Performed building maintenance at Fleet Services
6. Performed street light inspections
7. Received deliveries at Susan Kenley-Rupnow Public Works Center
8. Performed tower light inspections
9. Performed monthly maintenance on 5 message boards
10. Assisted with meter appointments
11. Assisted with meter route reading
12. Assisted with routine locates
13. Performed cleaning of Public Works Center floor
14. Assisted with Public Works recycling and battery recycling
15. Performed cleaning of wash bay at Fleet Services
16. Performed site lock ups at Susan Kenley-Rupnow Public Works Center and Fleet Services
17. Performed lamp inspections at Susan Kenley-Rupnow Public Works Center
18. Performed barricade checks and pick ups
19. Received 1,800 ton of salt
20. Performed sidewalk inspections
21. Performed debris pick-up along Higgins Rd
22. Performed equipment maintenance on all snow pushers
23. Delivered salt to Sears Centre Arena
24. Transported scissor lift to other Village buildings as needed
25. Transported vehicles for Safety Lane testing

6	Dead animals	4	Water turn on
3	Possible sewer back-up inspection	7	Branch pick-ups
2	Debris in road	8	Sidewalk deviations
4	Misc. request		

- PAVEMENT MAINTENANCE TEAM

1. Repaired potholes at various locations Village-wide
2. Performed scheduled equipment maintenance on Unit #50 and pavement equipment
3. Performed street inspections and inventory for pavement repairs
4. Performed yard maintenance at Fleet Services facility
5. Performed raised pavement marking and delineator repairs at various locations Village-wide
6. Performed pavement equipment maintenance
7. Performed purchasing and budget work for pavement team
8. Assisted Traffic Operations sign team and light team
9. Performed safety coordination of Department Tailgate training, 2016 Department training: Fall Protection, Confined Space, Trench Shoring, Lock-out Tag-out, Hazmat, Blood Borne Pathogens
10. Performed Snow/Ice truck plow maintenance
11. Oversight of 2016 contracted pavement marking inventory
12. Performed maintenance on street crossing excavations
13. Performed maintenance on storm inlets
14. Performed preventative cleaning of inlets
15. Performed large/small plow blade maintenance and repair
16. Participated in Snow/Ice control operations
17. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SIGNS

1. Assisted with street light repairs
2. Performed sign straightening at various locations Village-wide
3. Performed traffic barricade maintenance
4. Replaced or repaired 15 signs due to wind, vehicle damage or vandalism
5. Assisted with pothole repairs and patching at various locations Village-wide
6. Performed purchasing/pricing of sign maintenance and repair supplies
7. Performed ongoing street sign maintenance log
8. Performed sign straightening at various locations Village-wide
9. Performed preventative storm sewer inlet cleaning
10. Performed sign clearing at various locations Village-wide
11. Fabricated, assembled and installed (11) "No Parking, No Standing or Stopping" signs in Eisenhower Jr. High School, School Zone
12. Participated in 4th of July meeting regarding signage and traffic control for 2016 Festival
13. Fabricated and assembled (1) retirement sign
14. Fabricated and installed Recycling Symbols on (5) recycling collector cans at Village Hall
15. Fabricated, assembled and installed New Employees on EOC Snow/Ice board
16. Repaired left sign leg on HE Welcome sign at Roselle Rd. and Bradley Ln.
17. Performed "JULIE" locate training for Water Operations and Forestry Divisions
18. Performed debris pick-up at various locations Village-wide
19. Performed Snow/Ice equipment maintenance checks
20. Participated in Snow/Ice control operations
21. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- **STREET LIGHTS**

1. Responded to 8 resident requests for service repairs; 18 year-to-date
2. Repaired 35 street lights this month in various locations; 98 year-to-date
3. Performed equipment maintenance on Village vehicles
4. Assisted with sign installations at various locations Village-wide
5. Located street light cables for sign installations, storm sewer and water excavations
6. Repaired numerous hand hole covers throughout the Village
7. Performed clean-up and secured site of street light pole knock down at c/o Ivy Ridge Dr. & Colchester Av.
8. Performed equipment maintenance related to Snow/Ice
9. Cleared tree branches obstructing street light poles and fixtures Village-wide
10. Attended JULIE locate in-house training
11. Participated in Snow/Ice control operations
12. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

FORESTRY TEAM

1. Responded to requests for service; 21 for the month; 72 year-to-date
2. Performed routine tree maintenance: brush pick up, tree removals, storm damage clean up, corrective treatment, inspections, and routine tree trimming
3. Performed tree equipment maintenance
4. Performed measurement and logging of daily precipitation
5. Performed contract tree trimming preparations
6. Performed site tree trimming at Sears Centre
7. Outfitted new and existing large trucks with new side boards
8. Performed inspections on snow fence and made necessary repairs
9. Performed field inventory verification and correction
10. Made preparations for Spring turf restoration list
11. Performed corrective treatment tree trimming on newly planted trees
12. Tagged trees at nursery in preparation for 2016 Spring planting program
13. Performed general site maintenance and clean-up at mowing site locations
14. Assisted Fleet Services with vehicle maintenance
15. Performed equipment maintenance related to Snow/Ice
16. Participated in Snow/Ice control operations
17. Transported vehicles to Safety Lane for testing
18. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

WATER & SEWER

• STORM SEWER TEAM

1. Performed monthly lake/creek checks and maintenance
2. Performed vehicle equipment maintenance
3. Performed yard clean-up and maintenance at Fleet Services facility
4. Completed weekly barricade checks
5. Revised 6-month flushing list
6. Checked wash-out on Partridge Hill
7. Checked 685 Arlington St. for flooding
8. Continued retrofitting/rebuilding tool areas on Units #43 and #61
9. Performed checking on flooding along Tollway
10. Assisted with Snow/Ice preparation
11. Rebuilt storm sewers at 1721 Chippendale Rd. and 1625 Chippendale Rd.
12. Performed checks of storm sewer wash outs and patched to hold for winter
13. Participated in Snow/Ice control operations
14. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

• OPERATIONS TEAM

1. Collected (60) monthly water samples for bacteriological testing and (7) raw well water samples (4) resident water quality tests
2. Performed weekly well and lift station checks
3. Exercised wells, discharged to waste
4. Collected JAWA and Interzone pump readings
5. Performed monthly sump pump maintenance at all wells, lift stations, towers and JAWA pits
6. Assembled monthly water usage and IEPA water report
7. Performed electrical work and trouble inspections at Village-owned buildings
8. Performed back-up generator maintenance at lift stations, pumping stations, radio system locations and Village-owned buildings
9. Monitored water construction and water operating permits, including water pressure tests and bacteriological testing
10. Completed monthly check and report on Homeland generators
11. Performed maintenance on Western Development Area lift station up-blast fan
12. Monitored water storage during JAWA construction and upgrades for Tollway project
13. Monitored all tower antenna maintenance and projects
14. Repaired leak on Moon Lake lift station pump #2
15. Installed new hose on Snow/Ice calcium tanks
16. Replaced Tower #3 level transducer
17. Installed new back-up generator for Tower #6
18. Participated in Snow/Ice Control Operations

- CONSTRUCTION / MAINTENANCE TEAM

1. Performed water and sewer excavation barricade checks at various locations Village-wide
2. Performed clean-up of spoil bins at Fleet Services facility
3. Performed clean-up of spoils at dead end of Pembroke Ave.
4. Performed water/sewer restoration site inspections at various locations Village-wide
5. Performed leak investigation at various locations Village-wide
6. Replaced shut-off valves on meter vault at 90 Chandler Ln
7. Performed water main repairs at 680 Woodlawn St., 1995 Ashley Rd., across from 1525 Mayfield Ln.
8. Assisted with storm sewer flushing and televising
9. Performed valve repairs at 1920 Hampton Rd., 1370 Mayfield Ln.
10. Performed repairs or replacement of b-boxes at 620 Alcoa Ln., 540 Baxter Ln., 475 Lafayette Ln.
11. Performed replacement/repair of fire hydrants at 1561 Crowfoot Cir., 980 Hillcrest Blvd., 1475 Rebecca Dr.
12. Participated in Snow/Ice Control Operations
13. Transported vehicles to safety lane for testing
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 6,015 feet of main sewer lines for the month, 17,020 feet year-to-date
2. Performed sanitary main inspections 173 ft. for month, 173 ft. year-to-date
3. Applied liquid and dry microbe formula for enhancement of wastewater treatment systems
4. Performed equipment maintenance on Units #40
5. Performed maintenance on safety equipment
6. Performed storm sewer TV inspections for 2016 Road Reconstruction
7. Assisted operations perform well house maintenance
8. Performed in-house training of Unit #67 operation
9. Assisted GIS Technician with database corrections
10. Transported vehicles to safety lane for testing
11. Participated in Snow/Ice Control Operations
12. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Water usage by Unit #66 28,500 gallons for the month; 37,500 gallons year-to-date
2. Performed routine vehicle and equipment maintenance
3. Performed barricade checks at various sites Village-wide
4. Flushed 2,100 feet of storm sewer for the month; 3,922 feet year-to-date
5. Evaluated water leak restoration sites
6. Assisted meter shop with delinquent accounts
7. Participated in Snow/Ice Control Operations

- CUSTOMER SERVICE/METER TEAM/PLUMBERS

1. Performed 66 Water Billing customer service appointments at various locations Village-wide
2. Performed 227 water meter readings related to actual/finals/investigatory concerns generated through the Finance Department
3. Performed inter-office mail delivery services
4. Performed water meter readings for 15,678 billing accounts
5. Performed corrective water meter repairs for 58 service requests
6. Performed delinquent water account duties at 118 locations throughout the Village
7. Performed 1 final new construction inspection
8. Performed 79 residential cross connection inspections (plumbers)
9. Responded to 13 work requests in February
10. Completed 9 meter change-outs as part of meter change-out program
11. Installed 1 commercial compound meter
12. Performed 1 siding inspection
13. Performed 2 minor b-box repairs
14. Participated in Snow/Ice Control Operations
15. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

**ENGINEERING REPORT OF THE
TRANSPORTATION AND ENGINEERING DIVISION
DEPARTMENT OF DEVELOPMENT SERVICES
MARCH MONTHLY REPORT**

Attached is the Monthly Engineering Report of the Transportation and Engineering Division in the Department of Development Services for the period ending March 25, 2016.



Alan Wenderski, P.E.
Village Engineer

MISCELLANEOUS

There were fourteen drainage investigations, eight engineering permit inspections, and one fire sprinkler upgrade inspection over the last month. There was one inquiry regarding the flood plain.

PROJECT STATUS

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
2015 Drainage Improvement Project	Project complete on Washington and no other work will occur this year. The 1354 Essex Drive location will be delayed until Spring 2016. Village Project Manager – Alan Wenderski
2016 Drainage Improvement Project	Preliminary design work has begun for highest priority locations. These locations will be chosen based on budget availability. Village Project Manager – Shelley Walenga
2015 Street Revitalization Project	All work, including punch list, complete. Landscape restoration inspection for sod / seed growth to be completed in Spring 2016. Village Project Manager – Marty Salerno
2016 Street Revitalization Project	Design work nearing completion. Plans to be available to bidders on April 4 th for an April 18 th bid opening. Construction start anticipated for May 2016. Village Project Manager – Marty Salerno
2016 Street Survey Project	2016 and future street project survey has been completed by Chastain. Village Project Manager – Andy LoBosco
Bode Road Reconstruction	Tree plantings and lighting as well as signage punch list work remain. Expected to be completed in early Spring 2016. Hancock is serving as Phase III engineer. Village Project Manager – Alan Wenderski
Grand Canyon Storm Sewer Project	Design work ongoing. Project report submitted to staff March 14 th and is currently under review. Construction planned for summer / early fall of 2016. Chastain is contracted for all phases of engineering. Village Project Manager – Alan Wenderski / Shelley Walenga
Hillcrest / Moon Lake STP Resurfacing Project	Project currently advertised in IDOT's Transportation Bulletin for an April 22, 2016 IDOT letting. Construction expected to begin by early July 2016. Village Project Manager – Alan Wenderski
Storm Sewer Analysis Project	Televising work was completed in early March. Analysis and reporting from Burns & McDonnell expected by the beginning of April. Preliminary condition reports of televised sewers appears favorable. Village Project Manager – Alan Wenderski / Terry White

COMMERCIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Acura Dealership	Building work ongoing. Remaining underground work to resume within the next few weeks. Village Project Manager – Terry White
Adesa Auto Auction	Site work on hold for winter. Completed sanitary sewer work was tested and inspected. Village Project Manager – Terry White
Blackberry Falls II	Building work is ongoing. Utility work ongoing as weather allows. Village Project Manager – Terry White
Burger King Restaurant Higgins and Barrington	Temporary CO issued. Landscaping work to be completed in Spring. Village Project Manager – Terry White
Culvers Prairie Stone	Water pressure test to be completed by next week. All underground utility work complete. Interior building work ongoing. Village Project Manager – Terry White
Duluth Trading Prairie Stone	Water main and sanitary sewer work complete. Building work ongoing. Storm sewer work to begin once most of building work is completed. Village Project Manager – Terry White
Main Event Prairie Stone	Sanitary sewer work to continue within the next few weeks. Building work is ongoing. Village Project Manager – Terry White
McDonalds Restaurant Barrington Square	Foundation work on the new building is ongoing. New building work expected to be completed by late June 2016. Village Project Manager – Terry White
McDonalds Restaurant Golf Road	Proposed drive-thru improvement. Comments have been submitted. Village Project Manager – Alan Wenderski
McDonalds Restaurant Myoda Building	Demolition work is complete. New site work to begin shortly. Village Project Manager – Terry White
Poplar Creek Crossing Lot 4	Temporary CO issued. Landscaping work to be completed in Spring. Village Project Manager – Terry White
Shree Jalaram Mandir Church	Waiting for MWRD storm water sign-off. Temporary CO expected shortly. Village Project Manager – Terry White
Trumpf Central Road (West of DMG Mori USA)	Second round of final plan review complete. Third round of final plan review received March 21 st and currently under review. Mass grading work completed in 2015. Village Project Manager – Alan Wenderski
Wendy's Golf Center	Demolition work scheduled to begin week of March 28 th . All site work scheduled to be completed July 2016. Village Project Manager – Terry White

RESIDENTIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Bergman Pointe Subdivision	Earthwork and Phase One roads and utilities are complete and tested. Left turn lane on Algonquin Road expected to begin in late Spring 2016. Home building in Phase 1 is ongoing. First temporary CO expected in early April 2016. Village Project Manager – Terry White
Bradwell Subdivision	The last two houses are currently under construction. All utilities are complete along with testing. Road construction complete to surface asphalt level. We expect to begin acceptance process in Spring 2016. Village Project Manager – Terry White